

1 Sponsored by: Councilmember Derek Young
2 Requested by: Executive/Planning and Public Works

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5 **RESOLUTION NO. R2018-39s2**
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7 **A Resolution of the Pierce County Council Updating the Pierce County**
8 **Water Utility Coordinating Committee (WUCC) Membership and**
9 **Authorizing the WUCC to Review and Recommend an Update to**
10 **the Pierce County Coordinated Water System (CWSP), and**
11 **Approving the Scope of the CWSP Update.**
12

13 **Whereas**, the "Water Resources Act" of 1971, RCW 90.54, sets forth the State's
14 fundamentals for water resource management intended to ensure that the waters of
15 the State will be protected and fully utilized for the greatest benefit to the people of the
16 State; and
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18 **Whereas**, on March 8, 1983, the Pierce County Council passed Ordinance No.
19 83-9 declaring Pierce County a critical water supply service area pursuant to Revised
20 Code of Washington (RCW) 70.116; and
21

22 **Whereas**, the last update to the Pierce County CWSP occurred on October 6,
23 2003 through Ordinance 2003-69; and
24

25 **Whereas**, since the last update of the Pierce County CWSP many changes have
26 occurred relating to water resource, water supply, and land use planning; and
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28 **Whereas**, a review and update of the Pierce County CWSP would make it more
29 applicable to current and anticipated issues, and is provided for under law; and
30

31 **Whereas**, the Pierce County WUCC was created by the Pierce County Council
32 through Resolution No. R83-130, which identified the criteria for committee
33 composition including water purveyors with over fifty (50) service connections; and
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35 **Whereas**, the WUCC membership was last updated on June 24, 2008 through
36 Resolution No. R2008-84; and
37

38 **Whereas**, Washington Administration Code (WAC) 246-293-150 directs Pierce
39 County to establish a Water Utility Coordinating Committee (WUCC) within thirty (30)
40 days following the declaration of a critical water supply service area; and
41



1 **Whereas**, WAC 246-293-150 states composition of the WUCC shall consist of
2 one representative from each of the following:

- 3
4 a. County legislative authority within the declared area;
5 b. County planning agency having jurisdiction within the declared area;
6 c. Health agency having jurisdiction within the declared area under Chapters
7 70.08, 70.05, 43.20 RCW; and
8 d. Water purveyors with over fifty (50) services within the declared area; and
9

10 **Whereas**, WAC 246-293-150 allows that other interested persons may also be
11 appointed as nonvoting members of the WUCC; and
12

13 **Whereas**, the process to update the Pierce County CWSP will begin in 2018;
14 and
15

16 **Whereas**, the WUCC is the responsible stakeholder group to review and
17 recommend updates to the CWSP; and
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19 **Whereas**, the designation of WUCC members needs to be updated to reflect the
20 current status of water purveyors with over fifty (50) service connections and other
21 interested parties; and
22

23 **Whereas**, Pierce County recognizes that there are other State statutes that
24 govern water purveyors; and
25

26 **Whereas**, the County recognizes the Pierce County CWSP does not supersede
27 the authorized powers and functions as set out in State statutes and applicable
28 regulations; and
29

30 **Whereas**, per RCW 70.116.060, any revisions to the CWSP must be approved
31 by the Washington State Department of Health; and
32

33 **Whereas**, it is efficient and productive to establish the scope of the CWSP
34 update and identify the topics that will be and will not be addressed in the update of the
35 Pierce County CWSP; **Now Therefore**,

36
37 **BE IT RESOLVED by the Council of Pierce County:**
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1 Section 1. The Pierce County Council hereby updates the Water Utility
2 Coordinating Committee (WUCC) membership and authorizes the WUCC to reconvene
3 to review and update the County's Coordinated Water System Plan (CWSP) consistent
4 with the topics identified in Exhibits C and D, which are attached hereto and
5 incorporated herein by reference.

6
7 Section 2. The voting and nonvoting membership of the WUCC is hereby
8 updated, consistent with RCW 70.116 and WAC 246-293-150, as identified in Exhibit
9 A, which is attached hereto and incorporated herein by reference. Each entity listed
10 shall select its own representative.

11
12 Section 3. The Pierce County Council shall annually appoint a Councilmember to
13 serve on the WUCC.

14
15 Section 4. The amended WUCC Rules and Procedures, as identified in Exhibit C,
16 are hereby adopted to establish rules for conducting business, including voting
17 procedures, and appointing a Chair.

18
19 Section 5. The Pierce County Council acknowledges and approves the scope of
20 the CWSP update as identified in Exhibit D. The WUCC shall transmit any
21 recommended revisions to the CWSP to the County Executive and County Council for
22 review and adoption.

23
24 **ADOPTED this** 22nd **day of** May, **2018.**

25
26 ATTEST:

27 **PIERCE COUNTY COUNCIL**
28 Pierce County, Washington

29
30 Denise D. Johnson
31 **Denise D. Johnson**
32 Clerk of the Council

33
34 Douglas G. Richardson, for
Douglas G. Richardson
Council Chair



Water Utility Coordinating Committee (WUCC) – Voting Membership

- A. Pierce County Councilmember Representative
- B. Pierce County Planning and Public Works Representative
- C. Tacoma-Pierce County Health Department Representative
- D. One representative from each of the following water purveyors with over fifty (50) service connections including:
 1. Alpine Village Property Owners
 2. Ashford Water District
 3. Bethel Green Acres Water Association
 4. Bethel Water Company
 5. Blue Horizon Water Company
 6. Camp Benbow
 7. Canterbrook Village Apartments
 8. Canterwood Water System
 9. Cherrywood Mobile Home Manor
 10. City of Bonney Lake
 11. City of Buckley
 12. City of DuPont
 13. City of Eatonville
 14. City of Fife
 15. City of Fircrest
 16. City of Gig Harbor
 17. City of Milton
 18. City of Orting
 19. City of Puyallup
 20. City of Roy
 21. City of Sumner
 22. City of Tacoma
 23. Clear Lake Water District
 24. Coach Country Corral
 25. Cougar Rock Campground
 26. Crestview Mobile Manor
 27. Crystal Mountain Inc.
 28. Crystal River Ranch Association
 29. Crystal Village I, II, III
 30. East Gig Harbor Water District
 31. Eric G. Sandstrom VFW 969
 32. Firgrove Mutual Inc.



- 1 33. Forest Beach Water System
- 2 34. Forest Hills Water System
- 3 35. Fox Island Mutual Water Association
- 4 36. Fruitland Mutual Water Company
- 5 37. Gig Harbor RV Resort
- 6 38. Graham Hill Mutual Water Company Inc.
- 7 39. Harbor Country Apartments
- 8 40. Harborland Mobile Park
- 9 41. Hillcrest Mobile Home Park
- 10 42. HMC Management Water System
- 11 43. Joint Base Lewis-McChord
- 12 44. Kopachuck Ridge Water District
- 13 45. Lake Holiday Association
- 14 46. Lake Josephine Riviera
- 15 47. Lake of the Woods Community Club
- 16 48. Lakewood Water District
- 17 49. Loveland Mobile Estates
- 18 50. Majestic Mobile Manor
- 19 51. Marion Water Company, Inc.
- 20 52. McKenna Water District
- 21 53. McNeil Island Water
- 22 54. Meridian Terrace Mobile Home Park
- 23 55. Minter Beach Estates
- 24 56. Mountain View - Edgewood Water Company
- 25 57. Northwest Trek
- 26 58. Olman Point Tracts Club
- 27 59. Olympic Sunset West
- 28 60. One Point Fosdick Water Company
- 29 61. Parkland Light & Water Company
- 30 62. Peninsula Light
- 31 63. Point Fosdick
- 32 64. Rainbow Resort
- 33 65. Rainier Ranch Maintenance Association
- 34 66. Rainier View Water Company
- 35 67. Riverside Villa
- 36 68. Shore Acres Water Company
- 37 69. Spanaway Village Water System
- 38 70. Spanaway Water Company
- 39 71. State – Rainier School
- 40 72. Stroh's Water Company Inc.
- 41 73. Summit Water & Supply Company
- 42 74. Sunrise Terrace Community LLC
- 43 75. Sunwood Graham
- 44 76. Tacoma Country Estates



- 1 77. Tapps Island Water System
- 2 78. Taylor Bay Beach Club Inc.
- 3 79. Thurston County PUD
- 4 80. Town of Carbonado
- 5 81. Town of South Prairie
- 6 82. Town of Steilacoom
- 7 83. Town of Wilkeson
- 8 84. Twin Firs Mobile Estates
- 9 85. Uncle John's RV Park & Mini Storage
- 10 86. Valley Water District
- 11 87. Washington State Corrections – Women
- 12 88. Washington Water Service
- 13 89. Weatherswood Vista Water District
- 14 90. West Wynd
- 15 91. Western Ranchettes, Inc.
- 16 92. Western State Hospital
- 17 93. Winchester Mobile Homes Water
- 18 94. Wollochet Harbor Club, Inc.
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Water Utility Coordinating Committee (WUCC) – Nonvoting Membership

Note: Water purveyors that are also SMAs are not reflected in this list because they are a voting member.

- A. Cascade Water Alliance
- B. Chambers-Clover Creek Watershed Council
- C. Clearwater Utility Services LLC (SMA #146)
- D. Master Builders Association Representative
- E. Muckleshoot Indian Tribe Representative
- F. Nisqually Indian Tribe Representative
- G. Northwest Water Systems (SMA #119)
- H. Pierce Conservation District
- I. Pierce County Department of Emergency Management Representative
- J. Pierce County Fire Chief’s Association Representative
- K. Pierce County Fire Prevention Bureau Representative
- L. Pierce County Stormwater Management Representative
- M. Puyallup Indian Tribe Representative
- N. Squaxin Island Indian Tribe Representative
- O. Tacoma-Pierce County Board of Realtors Representative
- P. U.S. Geological Service Representative
- Q. Washington State Department of Ecology
- R. Washington State Department of Health Representative



**Rules and Procedures for
Pierce County Water Utility Coordinating Committee (WUCC)**

Purpose

The WUCC shall serve in an advisory capacity to recommend updates to the Coordinated Water System Plan (CWSP) for Pierce County and conduct review of the CWSP.

Function

In carrying out its general purpose, the WUCC may consider or make recommendations on:

1. Applicable state laws;
2. Implementation of the Washington State Watershed Management Act (RCW 90.82) for Water Resource Inventory Areas (WRIAs) located within Pierce County;
3. Establishment or modification of water service areas and reconciliation of any conflicts between claimed water service areas within Pierce County;
4. Water supply and demand forecasting within Pierce County and regional efforts that may impact Pierce County;
5. Identification of water sources and interties between purveyors in Pierce County;
6. Minimum standards and specifications for planning, design, and construction of water supply facilities in Pierce County;
7. Satellite System Management Program;
8. Dispute resolution process;
9. Well inspection and decommissioning permit process;
10. Implementation of the CWSP;
11. Resolution of any service area or timely and reasonable disputes; and
12. Other topics specifically identified by County Council Resolution to be addressed through a CWSP update process.

Membership Composition

1. The WUCC shall consist of one representative from each of the following:
 - a. County legislative authority within the declared area (all of Pierce County);
 - b. County planning agency having jurisdiction within the declared area;
 - c. Health agency having jurisdiction within the declared area under Chapters 70.08, 70.05, and 43.20 RCW; and
 - d. Water purveyor with over fifty (50) services within the declared area.
2. WAC 246-293-150 allows that other interested persons may also be appointed as nonvoting members of the WUCC. Exhibits A and B to Resolution No. R2018-39s2



1 identify the voting and nonvoting membership of the WUCC. Each entity listed shall
2 select its own representative to participate in WUCC activities and meetings.

3 3. New voting members and nonvoting members may only be added or deleted
4 through County Council authorization.

5 4. WUCC voting members should designate a primary and alternate representative. In
6 addition, other individuals who either work for, or are on the elected governing
7 board of, that entity may also serve as a WUCC representative.

8
9 Officers

10 1. The WUCC shall elect a Chair and Vice Chair from the voting membership. The
11 roles of the Chair and Vice Chair are as follows:

12 a. The Chair shall serve as the presiding officer of the WUCC including:
13 communicate with Pierce County Planning and Public Works (PPW) staff to
14 propose meeting topics and agenda items, evaluate the implementation needs
15 for the CWSP, and sign any formal WUCC correspondence regarding
16 recommendations to the Pierce County Executive, County Council, or State
17 agencies.

18 b. The Vice Chair shall perform the duties of the Chair in the absence of the
19 Chair.

20 2. The Chair and Vice Chair shall serve for a one-year term, and may be reappointed
21 into those positions for consecutive years up to a total of four consecutive terms.

22 3. If the Chair is unable to fulfill a complete full annual term, the Vice Chair shall serve
23 as Chair for the remainder of the year. The Vice Chair position shall be nominated
24 and elected by the voting membership at the next regularly scheduled meeting to
25 serve for the remainder of the year.

26 4. The Pierce County PPW staff shall serve as the secretary for the WUCC.

27 5. Should both the Chair and Vice Chair be absent from a meeting, the Pierce County
28 PPW staff shall serve as Acting Chair during the meeting.

29 Meeting Notice, Agendas, Recording, and Meeting Summaries

30 1. A minimum of 5 business days' prior written notice of any meeting shall be provided
31 to all members. When possible, meeting notice via electronic email shall be used in-
32 lieu-of standard paper mailings.

33 2. The Pierce County PPW staff, in consultation with the WUCC Chair or Vice Chair,
34 will prepare a proposed agenda for each scheduled meeting.

35 3. Each meeting agenda shall provide an opportunity, under Other Business, for the
36 members or visitors to raise issues not already discussed at the meeting.

37 4. The Pierce County PPW staff shall record substantive motions in writing, record
38 votes by a call for the vote and show of hands, and prepare a meeting summary
39 which shall be considered, revised (if necessary), and adopted by the WUCC at its
40 next regular meeting.

41 5. The Pierce County PPW staff shall maintain a written summary of WUCC business
42 and meetings. Copies of the WUCC meeting materials shall be kept in the Pierce
43 County PPW archives pursuant to a retention schedule approved by Records
44 Specialist assigned to Planning and Public Works and the State Archivist.



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2 Rules of Operation

- 3 1. The WUCC shall adopt Rules and Procedures before it transacts any business. The
4 rules contained in the current edition of "Robert's Rules of Order" shall govern the
5 WUCC in all cases to which they are applicable and in which they are not
6 inconsistent with these Rules and Procedures. In cases where Robert's Rules of
7 Order are in conflict with, or contrary to these rules, these rules shall govern.
8
9 2. The Rules and Procedures may be amended by the WUCC at any regular or
10 special meeting through a vote by a quorum of voting members. Amendments shall
11 become effective at the next regularly scheduled meeting after the date of the
12 meeting where the amendment was enacted.
13

14 Quorum

- 15 1. A quorum for the WUCC for the purpose of conducting a WUCC meeting shall be
16 five (5) voting members. A quorum for the WUCC for the purpose of voting on
17 formal actions or recommendations shall be 10 voting members. Decisions of the
18 committee shall be by majority vote of those present at meetings of the committee.
19 2. In the event of a lack of a voting quorum at a regular, continued, or special meeting,
20 the Chair or acting Chair may decide to continue the meeting discussion, but no
21 formal votes on actions or recommendations may be conducted until such time a
22 quorum of voting members is present.
23

24 Meeting Participation, Discussion, and Voting Privileges

- 25 1. The WUCC meetings serve as a forum for drinking water issues in Pierce County,
26 and participation in WUCC meetings is voluntary.
27 2. Voting Members shall be entitled to participate in meeting discussions and voting,
28 when necessary, as follows:
29 a. Each voting member of the WUCC shall be entitled to one vote.
30 b. A tie or a failure to vote on any motion shall be considered a failed motion.
31 c. Failure to reach a formal recommendation shall not be cause to delay the
32 County's decision on any related legislative or quasi-judicial action being
33 reviewed, but rather, shall result in no recommendation being transmitted to
34 the County.
35 d. All votes shall be polled by a show of hands and recorded.
36 3. The nonvoting members may participate in all discussions and activities of the
37 WUCC, but shall not be entitled to participate in the voting process on formal
38 actions or recommendations.
39 4. Voting and nonvoting members and visitors at the meetings will treat each other
40 with respect, will not monopolize meeting time, and will listen to and try to
41 understand each other's views.
42 5. The Chair may reserve the right to limit the amount of time for discussion by each
43 voting and nonvoting member and visitors.
44 6. All meetings are considered open public meetings pursuant to the Open Public
45 Meetings Act of 1971.



1 7. Subcommittees of the WUCC may be established to consider specific topics as
2 assigned by the voting membership. Any subcommittee recommendation shall be
3 referred to the WUCC for final action.
4

5 Recommendations

- 6 1. In the event the WUCC conducts a public meeting regarding an issue subject to the
7 review authority of another body, any formal recommendation of the WUCC shall be
8 forwarded to that body at least 10 business days prior to the date of the public
9 hearing. Failure to do so shall not be cause to continue or delay the scheduled
10 public hearing.
11 2. The WUCC's written recommendation must contain all concerns to be considered,
12 including any minority positions. Any oral presentation by a WUCC member shall
13 only be permitted to clarify the written recommendation, and any presentation by a
14 WUCC member which goes beyond clarifying the written recommendation shall be
15 considered a personal recommendation.
16 3. All written recommendations of the WUCC must contain a summary of the WUCC's
17 action and specify the vote on said matters.
18

19 Coordination

20 The Planning and Public Works Department shall coordinate all matters relating to
21 WUCC actions, including but not limited to: administration of the meetings, providing
22 required notice for meetings, keeping records of meetings and decisions, documenting
23 the WUCC's rules of procedure, forwarding recommendations of the WUCC to the
24 County Executive and Council, processing any proposed amendments to the CWSP,
25 maintaining current service area designation maps and resolution of any service area
26 conflicts; and providing information needed to conduct its review and analysis.



**Pierce County Coordinated Water System Plan Update
Scope of Topics**

Note: This is the first major update of the Coordinated Water System Plan (CWSP) adopted by Ordinance 2003-69 on September 23, 2003 as required by WUCC.

Required Topics to be Reviewed/Updated

- Individual water system plans (relationship to CWSP)
- Retail service area designations (function and process to establish/amend/appeal boundaries)
- Assessment of the feasibility of shared source (i.e. regional water sources including Pierce County's Chambers Creek properties)
- Assessment of the feasibility of shared transmission
- Assessment of the feasibility of shared storage facilities (wholesale vs fire flow)
- Emergency interties (existing and potential opportunities/benefits)
- Design standards (review/update of minimum design standards for water systems including emergency interties and fire flow requirements)

Additional Topics to be Reviewed/Discussed/Incorporated/Updated

- Intent of CWSP (why required)
- Population growth projections/sub-area growth rates encompassing Group A systems required to plan per WAC 246-290-100
- A countywide water supply/demand analysis (compilation of existing information)
- A review/revision of the utility service review procedure
- A review/revision of policies regarding satellite management agencies
- Incorporation of provisions of the State Municipal Water Law of 2003, including the definition of municipal water supplier, required water use efficiency measures, and water loss control
- The identification and explanation of relevance of all existing water resource management efforts, including but not limited to, water resource plans, water quality plans, sewer plans, watershed restoration and enhancement plans, and water pollution control plans which have been adopted by Pierce County or regional and State government within the Critical Water Supply Service Area (CWSSA) boundaries
- Failed water system receivership policies and process
- Identify strategies to encourage regionalization of water systems/discuss potential alternatives to consolidation
- Wholesale water (i.e. establishment of service areas and expansion of water rights)
- Permitted uses within wellhead protection areas
- Timely and reasonable water service



- 1 • Relationship between RCW/WAC regulations and the Tacoma-Pierce County
- 2 Health Department associated with individual wells within designated retail
- 3 service areas
- 4 • Reference to governing structures for the different type of water
- 5 systems/purveyors
- 6 • Background information explaining why proactive water system (capital)
- 7 investments may be necessary
- 8 • Providing reclaimed water within another's retail service area
- 9 • Dispute Resolution Process

10
11 Issues Not Within the Scope of Update

- 12 • Water system charges and rates
- 13 • Modifications to retail water system service areas (note: these modifications can
- 14 be made through the individual water system plan process)
- 15 • Water system connection, system development and membership charges and
- 16 rates.

17
18 Note: In addition to RCW 70.116 – Public Water System Coordination Action of 1977,
19 water purveyors are governed by various state statutes depending on their type. These
20 statutes include:

- 21
- 22 • RCW 24.06 – Mutual Corporations
- 23 • RCW 35.92 – Municipal Utilities
- 24 • RCW 36.94 – Sewerage, Water, and Drainage Systems
- 25 • RCW 43.20 – Board of Health
- 26 • RCW 54.16 – Powers Public Utility Districts
- 27 • RCW 57.08 – Powers Water-Sewer Districts
- 28 • Title 70 RCW – Public Health and Safety
- 29 • RCW 80.28 – Gas, Electrical, and Water Companies
- 30 • RCW 90.03 – Water Code

