



**UTILITY ADVISORY COMMITTEE
RESCHEDULED REGULAR MEETING
THURSDAY, OCTOBER 30, 2014
LOCATION: BAINBRIDGE ISLAND CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WASHINGTON**

AGENDA

- 1. CALL TO ORDER / ROLL CALL / ACCEPT OR MODIFY AGENDA / CONFLICT OF INTEREST DISCLOSURE**
5:30 PM
Chair: Andy Maron
Members: Steve Johnson
Jeff Kanter Nancy Transue
- 2. PUBLIC COMMENT**
5:35 PM
- 3. NEW MEMBER INTRODUCTION**
5:40 PM
- 4. COMMITTEE DISCUSSION (CONTINUED)**
5:45 PM Fire Hydrant Issue
Utility Tax Issues
Storm and Surface Water Management Education (**Pg. 3**)
- 5. COMMENTS FOR THE GOOD OF THE ORDER**
7:25 PM
- 6. ADJOURNMENT**
7:30 PM

UAC DRAFT – OCTOBER 2014

**CITY OF BAINBRIDGE ISLAND
DEPARTMENT OF PUBLIC WORKS**



SURFACE AND STORMWATER MANAGEMENT PROGRAM

Review and Analysis

September 26, 2014 – ***Draft***

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I. Introduction

Stormwater runoff from streets, parking lots, construction sites, industrial properties, farms, and residential areas is recognized as one of the leading sources of pollution to our streams, wetlands, and Puget Sound. To address stormwater pollution, the City of Bainbridge Island (City) established a Storm and Surface Water Utility in 1986, and since the onset of the utility, has been developing and refining its Stormwater Management Program (SWMP).

While the City has been actively managing stormwater for decades, the City was officially designated in 2007 by the Environmental Protection Agency and the Washington State Department of Ecology as one of thousands of municipalities in the United States requiring a special stormwater permit: the Western Washington Phase II Municipal Stormwater Permit (Permit) under the National Pollutant Discharge Elimination System (NPDES). The City has expanded its stormwater program to meet the terms and conditions of this permit and will continue to do so as a new 5-year permit became effective in August of 2013 with requirements extending through 2018. The Phase II Permit allows municipalities to discharge stormwater from municipal systems into “waters of the state” such as streams, lakes and Puget Sound, as long as there are programs in place to reduce pollutants in stormwater to the “maximum extent practicable”.

While the NPDES Permit is a significant factor in the Stormwater Utility Program requirements and costs, as will be demonstrated in the report, neither the permit nor the program contain all the elements of each other. In other words, not everything required by the permit is managed or paid for by the Stormwater Utility, and not everything currently included in the Stormwater Utility is required by the permit.

Stormwater runoff from the City of Bainbridge Island discharges to streams, wetlands, and the Puget Sound. Protecting the water resources of the island is one of the Five Overriding Principles of the City Comprehensive Plan. Bainbridge Island, as a quasi-enclosed environment, must protect its water resources to ensure that future generations will have a sufficient quantity of high quality water to support life and natural habitat on the Island. To address management of the Island water resources, a separate Water Resources Element was developed as part of the Comprehensive Plan.

Precipitation is the sole source of water for the groundwater and surface water (streams, springs and wetlands) on Bainbridge Island. All public and private water systems are dependent on groundwater (wells) as a source of domestic potable water. Aquatic life is dependent on the surface waters of the Island. For this reason it is important to protect these water resources. Adequate protection of this important resource requires an understanding of what can affect the quality and quantity. Also of great importance is the management of the resource by guarding against potential impacts and monitoring the resource to ensure that water quality and quantity is in fact maintained to the high standards expected by the citizens of Bainbridge Island.

II. SSWM Utility Scope and Legal Authority

Revised Code of Washington 35.67.010 defines a "System of sewerage," "public utility":

A "system of sewerage" means and may include any or all of the following:

(1) Sanitary sewage collection, treatment, and/or disposal facilities and services, on-site or off-site sanitary sewerage facilities, inspection services and maintenance services for public or private on-site systems, or any other means of sewage treatment and disposal approved by the city;

(2) Combined sanitary sewage disposal and storm or surface water sewers;

(3) Storm or surface water sewers;

(4) Outfalls for storm drainage or sanitary sewage and works, plants, and facilities for storm drainage or sanitary sewage treatment and disposal, and rights and interests in property relating to the system;

(5) Combined water and sewerage systems;

(6) Point and nonpoint water pollution monitoring programs that are directly related to the sewerage facilities and programs operated by a city or town;

(7) Public restroom and sanitary facilities; and

(8) Any combination of or part of any or all of such facilities.

The words "public utility" when used in this chapter has the same meaning as the words "system of sewerage."

Revised Code of Washington 35.92.020: Authority to acquire and operate sewerage and solid waste handling systems, plants, sites, or facilities — Classification of services and facilities for rates — Assistance for low-income persons.

(1) A city or town may construct, condemn and purchase, purchase, acquire, add to, alter, maintain, and operate systems, plants, sites, or other facilities of sewerage as defined in RCW 35.67.010, or solid waste handling as defined by RCW 70.95.030. A city or town shall have full authority to manage, regulate, operate, control, and, except as provided in subsection (3) of this section, to fix the price of service and facilities of those systems, plants, sites, or other facilities within and without the limits of the city or town.

RCW 90.03.500: Storm water control facilities — Imposition of rates and charges —
Legislative findings.

The legislature finds that increasing the surface water or storm water accumulation on or flow over real property, beyond that which naturally occurs on the real property, may cause severe damage to the real property and limit the gainful use or enjoyment of the real property, resulting in a tort, nuisance, or taking. The damage can arise from activities increasing the point or nonpoint flow of surface water or storm water over the real property, or altering or interrupting the natural drainage from the real property. The legislature finds that it is in the public interest to permit the construction and operation of public improvements to lessen the damage. The legislature further finds that it is in the public interest to provide for the equitable imposition of special assessments, rates, and charges to fund such improvements. This shall include the imposition of special assessments, rates, and charges on real property to fund that reasonable portion of the public improvements that alleviate the damage arising from activities that are the proximate cause of the damage on other real property...

The City of Bainbridge Island established the “Storm and Surface Water” utility in 1986 with the intent to “provide a means for regulating and controlling storm water runoff” and “to incorporate into the proposed stormwater utility all surface water courses, title or easements to which are held by the City.” (Ord. 86-27) The City further ordained in 1991 that “the City shall have jurisdiction over all storm and surface water facilities within the City.” (Ord. 91-49)

Bainbridge Island Municipal Code (BIMC) Storm and Surface Water Regulations Chapter 13.24.020, defines the system or plan of the storm and surface water utility to include “all natural and man-made drainage conveyance systems from the point of the first contact of rainfall with the land to Puget Sound.” (Ord. 91-49 § 2, 1991: Ord. 86-27 § 1, 1986)

The City’s SSWM Program operates primarily through chapters: 15.20 – *Surface and Stormwater Management*, 15.21 – *Storm Water Facilities Maintenance Program*, and 15.22 – *Illicit Discharge Detection and Elimination* of the Bainbridge Island Municipal Code (BIMC). Ordinance 2005-10, passed in December 2005 amended BIMC 15.20, primarily to adopt the guidelines from the Department of Ecology’s *Stormwater Management Manual for Western Washington*, dated February 2005.

III. SSWM Legal Requirements

This chapter will analyze the City’s stormwater program with respect to compliance with federal, state, and local surface water related requirements. In the area of surface and stormwater water management (SSWM), the City is currently subject to the following requirements:

- National Pollution Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit
- The Dyes/Sinclair Inlets Total Maximum Daily Load Water Quality Improvement Report and Implementation Plan

This chapter outlines the requirements of each of these stormwater related obligations of the City. The information in this chapter will be used as a building block to conduct an existing program analysis and a stormwater regulatory gap analysis, comparing the City’s existing stormwater activities with the various activities required by the above listed regulations and plans.

This portion of the analysis of the City’s stormwater regulatory requirements focuses on activities needed to meet existing surface water management obligations, including compliance with applicable regulations. A detailed breakdown of the required activities and implementation dates is attached to this memorandum in a spreadsheet entitled *Stormwater Management Program Regulatory Requirements and Milestone Dates*.

NPDES Permit Authority

Although many regulations affect the practice of stormwater management, the primary driver is the federal Clean Water Act (CWA). The purpose of the CWA is to “...restore and maintain the chemical, physical, and biological integrity of the Nation’s waters.” The CWA uses the NPDES permit as the primary instrument to control urban stormwater. The state of Washington was delegated authority by the U.S. Environmental Protection Agency (EPA) to implement the NPDES permit program. The state Department of Ecology combined CWA federal requirements with the requirements of the Washington State Waste Discharge Act and initiated the first stormwater NPDES permit program in 1995 for jurisdictions having populations greater than 100,000 and the Washington State Department of Transportation. In 2007, Ecology first issued the Phase II permits to jurisdictions that owned or operated municipal separated storm sewer systems (MS4s).

MS4s are defined in 40 CFR 122.26 (b) (8):

“Municipal separate storm sewer means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

- (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or

similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States;

(ii) Designed or used for collecting or conveying storm water;

(iii) Which is not a combined sewer; and

(iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2. “

The City has been identified by the Washington State Department of Ecology (Ecology) as a NPDES Phase II community. As such, the City needs to comply with the requirements of its *National Pollutant Discharge Elimination System (NPDES) and State Waste Discharge General Permit for Discharges from Small Municipal Separate Storm Sewers in Western Washington*, hereafter referred to as the Phase II Permit. The Phase II Permit outlines stormwater program activities and implementation milestones that the City must follow for the period August 2013 through July 2018 in order to comply with federal law. All Phase II communities are expected to develop a stormwater program that includes all the required activities, implement those activities within the required timeframes over the five year permit cycle (i.e., 2013–2018), and submit annual reports to Ecology to document progress toward complete program implementation.

Permit Coverage

The Phase II Permit applies to cities with populations less than 100,000, located within, or partially within an urbanized area, and that are operating a municipal separate storm sewer system (MS4) which discharges to a water of Washington State. As a Phase II community, the requirements of the Phase II Permit apply throughout the entire incorporated area of the City.

Permit Timeline

Bainbridge Island’s second Phase II permit was issued by Ecology on August 1, 2012 and became effective on August 1, 2013. The permit covers a five-year period that expires on July 31, 2018.

Permit Requirements

Summaries of the major program elements are included below.

➤ Major Program Elements

To aid in tracking NPDES permit requirements, activities have been grouped into major surface water management program (SWMP) elements. These elements coincide with the nine Special Conditions and their sub-elements plus the TMDL for Sinclair and Dyes Inlets:

- SWMP Element #1—Public Education and Outreach, Special Condition S5.C.1

- The SWMP shall include an education and outreach program designed to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts and encourage the public to participate in stewardship activities. The education program may be developed and implemented locally or regionally.
- SWMP Element #2—Public Involvement and Participation, Special Condition S5.C.2
 - Permittees shall provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities. Each Permittee shall comply with applicable state and local public notice requirements when developing elements of the SWMP.
- SWMP Element #3—Illicit Discharge Detection and Elimination (IDDE), Special Condition S5.C.3
 - The SWMP shall include an ongoing program designed to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the MS4.
- SWMP Element #4—Controlling Runoff from New Development, Redevelopment, and Construction Sites, Special Condition S5.C.4
 - Each Permittee shall implement and enforce a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities. The program shall apply to private and public development, including roads.
- SWMP Element #5—Municipal Operations and Maintenance, Special Condition S5.C.5
 - Each Permittee shall implement an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.
- SWMP Element #6—Total Maximum Daily Load Allocations, Special Condition S7
- SWMP Element #7—Monitoring, Special Condition S8
 - All Permittees shall provide, in each annual report, a description of any stormwater monitoring or stormwater-related studies conducted by the Permittee during the reporting period. If other stormwater monitoring or stormwater-related studies were conducted on behalf of the Permittee during the reporting period, or if stormwater-related investigations conducted by other entities were reported to the Permittee during the reporting period, a brief description of the type of information gathered or received shall be included in the annual report. Permittees are not required to provide descriptions of any monitoring, studies, or analyses conducted as part of the Regional Stormwater Management Program (RSMP) in annual reports.

- SWMP Element #8—Reporting, Special Condition S9
 - No later than March 31 of each year beginning in 2015, each Permittee shall submit an annual report. The reporting period for the first annual report will be from January 1, 2014 through December 31, 2014. The reporting period for all subsequent annual reports will be the previous calendar year unless otherwise specified.

- Implementation Schedule
 - The 2013-2018 Permit includes specific tasks and required completion dates in order to remain in compliance with the permit. Appendix 1 summarizes the required completion dates.

- **Consequences for Non-Compliance**

Non-compliance with the Phase II Permit, including TMDLs, puts the City in violation of the Federal Clean Water Act. Based on the type of violation (administrative, criminal or civil) the City could be subject to fines ranging from \$2,500 to \$27,000 per day. Criminal penalties can also include jail time. Not meeting the requirements of the Phase II permit puts the City at risk for a third party lawsuit challenging the City's role in protecting and maintaining clean water. One additional consequence is that federal and state grants and loans could be withheld until compliance is achieved.

General Condition G12 of the Phase II Permit allows Ecology to terminate coverage under the permit if the City is in violation of the terms and conditions. Ecology requires that permittees notify the agency within 30 days, if they become aware that they are not in compliance with the permit terms and conditions. Such notification does not immediately result in revocation of the permit, but it does allow Ecology to make a decision as to whether the permit should be modified, revoked, or reissued. Notification must occur immediately if "...the Permittee becomes aware of a discharge from the MS4 which may cause or contribute to an imminent threat to human health or the environment."

IV. Stormwater Management Program

This portion of the report outlines the City's existing program activities as they relate to the regulatory requirements and stormwater related activities of the City. This information will be used as a building block to conduct a stormwater gap analysis, comparing the City's existing stormwater activities with the various activities required by the regulations and plans reviewed in the earlier portion of this report.

The objective of this review is to document existing activities, services, staffing, and levels of service in light of regulatory requirements and existing programs. This analysis will allow the City to evaluate existing activities that meet the Phase II permit requirements, evaluate current activities that exceed Phase II permit requirements, and identify areas where new or enhanced activities are desired. The analysis is based on data and documents prepared by the City, and the criteria presented in the City's Phase II NPDES Permit.

Overview

The City of Bainbridge Island owns and operates a municipal separate storm sewer system (MS4) which conveys, controls, and treats stormwater runoff to prevent sediment and pollutants from being discharged to streams, lakes, and shorelines. In order to function properly these systems require regular inspection, maintenance, and repair. The City's MS4 is regulated by the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit (Permit) issued by the State of Washington Department of Ecology which identifies acceptable maintenance standards for the MS4.

The City's SSWM Program activities are shared between several City departments. The personnel charged to the utility are evaluated every year through the budget process and usually are adjusted according to several factors. The following discussion applies to the 2014 budget.

Primary responsibility falls within the Public Works Department through either Water Resources (1.78 FTE) or Operations and Maintenance (O&M) Divisions (4.4 FTE). There is also a currently vacant technician position in the Water Resource group (0.7 FTE). The Engineering Capital Projects group focuses primarily on planning and implementing the City's Capital Facilities plan, approximately 25 percent of which relates to stormwater projects. The capital group's annual contribution to stormwater related activities totals 1.17 FTE. The survey group within the Engineering department uses approximately 0.27 FTE to support stormwater projects. The Public Works Administration Division supports the SSWM program with 0.84 FTE. Within Public Works stormwater related activities currently involve a total of **8.51 FTE** including the Public Works Director and not including the vacant position.

Additional SSWM Program services are provided by the Executive Department, Finance and Administrative Services (0.68 FTE), Planning and Community Development (PCD) (0.24 FTE), and the Information Technology Department (0.35 FTE). Appendix 2 shows the current staffing levels of the departments involved with SSWM Program activities and a description of the task that are performed in support of the program. A City-wide total of **9.8 FTE** support the

SSWM program. Staff full time equivalents (FTE) is based on 1,710 productive work hours in a given year.

Public Works Operations and Maintenance Division

The Surface and Stormwater Management Maintenance (SSWMM) work unit was formed as part of the Public Works Department Operations and Maintenance Division in May 2007. The work unit was created to improve the focus on the maintenance of the MS4 infrastructure in order to comply with Permit Special Condition S5.C.5 Municipal Operations and Maintenance requirements. The SSWMM work unit includes a field crew leader and three field technicians. The unit receives supervisory, administrative, and fleet maintenance support and is budgeted for 4.40 FTEs. SSWMM is responsible to operate and maintain stormwater facilities located throughout the 32 square miles of the City including:

- 17.9 miles of closed conveyance stormwater pipelines
- 1214 catch basins
- 849 cross culverts
- 13 water quality vaults
- 17 detention tanks
- 8 bioswales
- 42 detention/retention storm ponds
- Over 100 miles of roadway open conveyance ditches and drainage systems

SSWMM work activities involve roadways, traffic control, confined spaces, and equipment operations. Typical equipment used and activities performed by SSWMM include:

- Vactor trucks to remove sediment from catch basins and vaults
- High velocity cleaners to remove sediment from stormwater pipes and culverts
- Backhoes to remove excess soils from stormwater ponds and ditches
- Street sweepers to remove polluted grit from roadways
- Loaders and dump trucks to load and haul sediment for disposal
- Video camera equipment to inspect culverts, pipelines, and outfalls
- Roadside mowers to control stormwater pond vegetation
- Fall protection gear and gas detectors to facilitate confined space entry

As per Permit Special Condition S5.C.5.a SSWMM work activities are conducted in accordance with the standards set forth in the *2012 Stormwater Management Manual for Western Washington*. These activities include ongoing, seasonal, and as-required tasks that are organized into an annual work plan intended to satisfy the maintenance requirements of the Permit. Each year the work plan evolves to improve efficiency and effectiveness and to incorporate new responsibilities and regulatory requirements. The annual SSWMM work plan summary is shown in Appendix 3.

➤ **SSWM Work Activities**

The annual SSWMM work activities and the distribution of labor spent on them in 2013 are summarized below. The work activities are described in the following sections and each section includes a reference to the related Permit requirement (Appendix 3).

- Management – 5%
- Administrative Support – 3%
- Fleet and Equipment Support – 5%
- Training and Meetings – 5%
- Street Sweeping – 11%
- Decant Facility Operations – 3%
- Spoils Hauling – 8%
- Culvert/Ditch Line M&R – 22%
- Catch Basin M&R – 7%
- Tank/Vault M&R – 2%
- Pond/Bioswale M&R – 17%
- Outfall M&R – 1%
- Storm Response/Recovery – 6%
- IDDE/Spill Response – 1%
- Construction Support – 4%

✓ Management and Administrative Support (Permit Special Condition S5.C.5.i)

Management activities include oversight of operational planning, scheduling, and reporting and coordination to insure work plan delivery, regulatory compliance, and budget management. In 2014 efforts continue to work toward maintaining the right balance between regulatory compliance, infrastructure needs, and budgeted resources. Administrative support activities include front desk general customer service and crew dispatch; work order, purchase order, invoice, and timesheet processing; records management and reporting.

✓ Fleet and Equipment Support

Recurring fleet and equipment support activities include maintenance and repair of SSWMM equipment including backhoes, loaders, dump trucks, vector trucks, mowers, and street sweepers. 2014 procurement activities include specification, bidding, procurement, and outfitting of one medium duty and one heavy duty truck designated for SSWMM use.

✓ Training, Meetings, and Certifications (Permit Special Condition S5.C.5.g)

Personnel assigned to the SSWMM work unit regularly attend a wide variety of citywide organizational training and meetings as well as closely related vocational training courses. All SSWMM personnel hold the following core licenses and certifications Certified Erosion and Sediment Control Lead, Commercial Driver License, Wastewater Collection Specialist, First Aid/CPR, and Traffic Control Flagger. In addition, all SSWMM personnel attend and document an average of four stormwater specific training sessions annually. This training addresses the importance of protecting water quality, the requirements of the Permit, operation and maintenance standards, inspection procedures, selecting appropriate BMPs, ways to perform job

activities to prevent or minimize impacts to water quality, and procedures for reporting water quality concerns, including potential illicit discharges.

- Street Sweeping (Permit Special Condition S5.C.5.f)

Street sweeping activities are conducted to prevent pollutants from entering the storm drainage system and debris from blocking structures. Performed mainly in the urban areas street sweeping activities help to minimize catch basin maintenance by preventing debris from entering the structures. Ongoing street sweeping activities include regular downtown area sweeping, fall leaf removal sweeping, winter sand removal sweeping, and periodic construction track out control sweeping. On average over 320 cubic yards of material is removed from the storm drainage system annually through this ongoing activity.

- Stormwater Pollution Prevention Plan (Permit Special Condition S5.C.5.h)

In order to reduce or eliminate the release of pollutants from maintenance facilities to the storm drainage system and/or surface waters a Stormwater Pollution Prevention Plan (SWPPP) has been developed and implemented for the City's Public Works Facility and Stormwater Materials Management Decant Facility. The SSWMM unit is responsible for ongoing SWPPP activities including periodic facility monitoring, recurring records management, semiannual inspections, and annual catch basin cleaning.

- Decant Facility Operations (Permit General Condition G10)

Street waste and stormwater spoils generated during SSWMM activities are regulated as solid wastes and processed through the City of Bainbridge Island Stormwater Materials Management Decant Facility. The facility is operated in accordance with the *Decant Facility Operations Manual* and the annual Solid Waste Handling Permit issued by the Kitsap Public Health District. At the facility incoming spoils are separated into two waste profiles and dewatered. Waste Profile No. 23525CV includes ditching, potholes, shoulders, and slide spoils. Waste Profile No. includes stormwater catch basins, structures, and street sweeping spoils. Spoils are kept on site for a maximum of 90 days. After dewatering the spoils are transferred to Olympic View transfer station in Port Orchard.

Alternative spoils disposal methods are currently under review. Appendix 4 is an analysis of the potential use of Lovgreen Pit for this disposal. If successful this change could provide significant operations cost savings.

From 2006 through 2013 decanted water from SSWMM activities was treated by the onsite oil/water separator and sand filter, then tested, and released to the downstream bioswale and stormwater detention pond. In 2014, in order to eliminate decant water testing costs, the procedure was changed from treating the decanted water on site to transporting it to the sanitary sewer for disposal. This change is expected to save \$500 - \$2000 annually.

Ongoing work activities associated with the facility include spoils sampling and testing; spoils hauling and disposal; facility inspection and cleaning; records management and regulatory reporting. As shown in Table 1, on average, over 2500 tons of spoils are processed through the decant facility each year.

Table 1

City of Bainbridge Island Decant Facility 6-yr Spoils Summary

Profile # 23525CV Commingled Class IV Street and Road Maintenance					Profile # 0715CU Street Sweeping and Storm Drain				
Year	Ditching	Potholing	Shoulders	Slides	Total Outgoing (Tons)	Storm water	Sweeping	Total Outgoing (Tons)	Combined Outgoing (Tons)
	Incoming (cu yd)	Incoming (cu yd)	Incoming (cu yd)	Incoming (cu yd)		Incoming (cu yd)	Incoming (cu yd)		
2007	558.1	5.5	910.0	241.0	156	66.5	399.0	551.8	2116.1
2008	1147.5	97.0	1747.5	8.0	331	695.0	421.0	1372.1	4688.1
2009	762.3	38.5	112.0	0.0	122	250.0	321.8	498.4	1728.2
2010	647.5	104.5	411.0	5.0	149	19.0	262.0	266.4	1764.9
2011	360.0	7.5	1272.0	88.0	229	22.0	258.0	330.5	2624.3
2012	133.0	112.0	1317.0	1.0	211	420.0	349.3	352.2	2464.0
2013	552.0	56.0	1804.0	0.0	253	57.0	237.0	204.1	2742.8
6-yr	594.3	60.1	1081.9	49.0	207	218.5	321.2	510.8	2589.8

Roadway Culvert and Ditch Line Maintenance (Permit Special Condition S5.C.5.f)

Roadway culvert and ditch line maintenance is performed to maintain and restore infrastructure capacity to convey stormwater flows. This activity is performed from January through April each year. This work covers 849 cross culverts, 1757 driveway culverts, and over 100 miles of roadway ditches and drainage systems throughout the island. The work is done on a 4-year cycle based on maintenance zones so that approximately 25% of the culverts, ditch lines, and drainage systems are maintained annually. Work activities include culvert pavement marking, high velocity culvert cleaning, and ditch line sediment removal.

During this work the infrastructure is first inspected and then maintenance and repair tasks are scheduled and completed in order of priority. Major work required beyond the time

allotted for culvert and ditch line maintenance is scheduled as a major maintenance or capital project.

- Catch Basin and Pipeline Maintenance (Permit Special Condition S5.C.5.d)

Catch basin and pipeline inspection and cleaning are performed to remove contaminated sediment that may pollute the waterways and reduce or block the conveyance system capacity. To satisfy the 2007 Permit a complete inspection and cleaning of the infrastructure covering 1214 catch basins and 17.9 miles of closed conveyance pipeline was performed between August 2007 and February 2008. To satisfy the 2013 Permit and smooth out the annual workload, the current schedule calls for 25% of the catch basins to be inspected and cleaned as required between April and May of each year. An additional annual inspection and cleaning of known catch basin trouble spots occurs in October.

- Water Quality Vault and Detention Tank Maintenance (Permit Special Condition S5.C.5.b)

Water quality vault and detention tank maintenance is performed to insure stormwater flow control and water quality treatment. This annual maintenance is performed in May and June on 13 water quality vaults and 17 detention tanks. Work activities include inspection and control structure cleaning. Major work activities such as detention tank sediment removal and vault reconstruction are scheduled as major maintenance or capital projects.

- Storm Pond and Bioswale Maintenance (Permit Special Condition S5.C.5.b)

Storm pond, bioswale maintenance is performed to insure stormwater flow control and water quality treatment. This annual maintenance is performed in June and July on 42 storm ponds and 8 bioswales. Regular work activities include routine inspection and maintenance with the emphasis on structure cleaning and vegetation control. Major work activities such as sediment removal, large scale vegetation removal, and grounds reconstruction are scheduled as major maintenance or capital projects.

- Major Maintenance and Repair Projects (Permit Special Condition S5.C.5.a.ii)

From August through November major maintenance and repair projects are completed. These are priority projects that are beyond the scope of regularly scheduled maintenance. These work activities focus on projects that can be completed by maintenance personnel in four days or less with a crew size of four or less. Priority projects beyond this level are moved for consideration as capital projects. Typical activities include culvert replacements, catch basin installation, pond sediment removal, structure repairs, and large scale roadway ditch line maintenance activities.

- Storm Preparation, Response, and Recovery (Permit Special Condition S5.C.5.c)

Storm preparation, response, and recovery operations are performed to insure the proper functioning of stormwater treatment and conveyance systems to protect infrastructure from damage during heavy rainfall events. These activities usually occur between November and March and are triggered when rainfall is expected to exceed 2 inches in 24 hours or has exceeded 1 inch per day for five consecutive days. Responsibilities include spot inspection of known

trouble areas including catch basins, culverts, detention tanks, water quality vaults, storm ponds, and slopes of concern.

Storm preparation activities include replenishing and staging sand bags and spot checks prior to major rainfall events. During major storm response events SSWMM personnel are augmented with staff from throughout the City and personnel are deployed throughout the City to inspect the stormwater infrastructure, clear blockages, and barricade flooded roadways as required.

Post storm recovery activities include correction and repair of infrastructure deficiencies noted during the storm event. All stormwater facilities are inspected following a major storm event. Major work required beyond the time allotted for storm recovery is scheduled as a major maintenance or capital project. As a result of the proactive approach taken toward storm preparation, response, and recovery, improved maintenance provided by SSWMM, and stepped up stormwater capital replacement program major rainfall events have become less destructive to the infrastructure and environment.

- Illicit Discharge Detection and Elimination (Permit General Condition G3 and Permit Condition S5.C.3.d)

Illicit Discharge Detection and Elimination (IDDE) and spill response work activities are performed to characterize, trace, contain, eliminate, and clean up spills and illicit discharges. The work may include spill response containment and clean up; sample collection and testing; pipeline video inspection, investigation, and repairs. This work is performed in coordination with City Water Resources, Kitsap Public Health District, and Washington State Department of Ecology personnel.

- Construction/Customer Support

Periodic construction/customer support activities are performed to provide support for customer, development, and capital projects. Activities include locating underground stormwater utilities, investigating drainage problems, utility video inspections, and general construction inspections.

- Landfill Monitoring

The Decant Facility is constructed on the site of the former Vincent Road landfill. This closed landfill requires annual dry weather and wet weather monitoring well and surface water testing. In 2014 in order to reduce professional service costs, landfill monitoring sample collection will be performed by SSWMM personnel. To facilitate this two Operations and Maintenance personnel are receiving 40-hour Hazwoper training. In addition to supporting this testing the training will improve IDDE and spill response capabilities. This change is expected to save \$1000 - \$2500 annually.

Public Works Water Resources Division

The Surface and Stormwater Management Water Resources Division work unit is part of the Public Works Department. The work unit was created to improve the focus on overall

management of the Stormwater Management Program (SWMP) and to ensure compliance with the conditions of the NPDES Permit. The Water Resources Division includes an Engineer 1, a Water Resource Specialist, and a part-time Intern. In addition, there is a Water Resources Technician position that has been vacant for several years. The unit receives supervisory, administrative, and financial support from the department and is budgeted for 1.78 FTEs plus the Intern.

The Water Quality and Flow Monitoring Program within the Water Resources Division accounts for 0.88 FTE. This program is discussed further in Chapter V of this report.

NPDES Permit Requirements:

- **Public Education and Outreach** (*reference Permit Condition S5.C.1*)

1.1 Bainbridge Island NPDES Compliance Staff Training Plan

A training plan outlines the necessary training and education for staff including review staff, planners, maintenance crews and inspectors. Internal training sessions are conducted by City Staff to share knowledge or provide updates to previous training sessions. Internal training sessions include short presentations at staff meetings, round table discussions, and scheduled sessions for individual departments. These are a cost effective way to meet most of the training requirements. Out-of-house training is utilized when in-house resources are unavailable or required training requires licensed or certified instructors.

The City provides additional stormwater training topics that are critical to the operation of the utility. (I.e. Hazwoper, Decant Operations). These are areas in which City Staff need to acquire additional knowledge or skills in order to implement the City's SSWM Program appropriately and protect water quality.

The *City of Bainbridge Island Staff Training Plan Checklist* incorporated in the training plan serves as a guide for implementing the overall training program. The checklist can be used as a tool to track training attendance to help ensure compliance with Permit requirements.

1.2 Educational Surveys

The City evaluated the public's understanding of water quality issues with a survey conducted by Elway Research in December 2008. The information obtained was used to evaluate community awareness and to focus earlier education efforts. A follow on survey was completed in 2011 by Cunningham Environmental Consulting to evaluate changes in behaviors since the prior survey. The 2011 survey is being used to select and focus current education needs.

1.3 IDDE Education and Outreach Program

The City conducts outreach activities to educate the public and business community on water quality protection in accordance with this plan. The City has identified target audiences and tailored education for identified groups. To date, the City has conducted outreach activities

aimed at educating local residents about illicit discharges, required storm pond maintenance, car washing, handling of dog waste and individual citizen impact on the natural environment. These programs have been successful and well received by the general public.

Outreach to the local business community, in the form of Business Technical Assistance, focuses on identifying and eliminating illicit connections and illegal discharges to the City's stormwater infrastructure. This outreach is also an important step in the City's overall Illicit Discharge Detection and Elimination (IDDE) Program.

1.4 Interlocal Agreements (ILA)

The City renewed a three year ILA with Kitsap County Public Works to join and take advantage of the education and outreach programs designed and implemented under the West Sound Stormwater Outreach Group (WSSOG). Joining this group effort allows the City to utilize County staff whose primary focus is on education and allows for a more comprehensive and cost effective outreach program

The city has an ILA with the Kitsap Conservation District (KCD). The KCD provides expertise to farmers, animal hobbyists, and other agricultural entities in BMPs for soil management, animal waste handling and storage, pasture management, and irrigation with the overarching goal of helping to preserve water quality. This service provides an educational component, outreach component, and also supports the IDDE program. This program is discussed further in Chapter V of this report.

1.5 Mutt Mitt Program

The city partners with Kitsap County Public Works as a part of the WSSOG to promote and participate in a Mutt Mitt program. This program allows individuals, neighborhood groups and businesses to sponsor stations and maintain the dispensers for dog waste pick up bags for their properties or their neighborhood. The city provides the necessary start up materials and the sponsors operate and maintain them.

1.6 Miscellaneous Education

Education is also a large part of the City's website. Different information or issues are posted to inform the public of their impacts on water quality. Press releases are also posted for dissemination of information for subjects such as illicit discharges, IDDE activities, business visits and various other activities. Water Resources also uses a Listserv to transmit information to the community.

1.7 Volunteer Stewardship and Monitoring

Volunteers assist with the Water Quality and Flow Monitoring Program in monthly stream and stormwater effluent monitoring, annual stream macro invertebrate monitoring, and routine stream flow measurement.

The Bainbridge Island Watershed Council (all volunteer) conduct annual returning salmon counts in several Islands streams, conduct informal habitat assessment stream walks, and

successfully planted salmon in a local stream. The Watershed Council also conducts regular watershed activities such as staffing local educational festivals and hosting annual events such as “Bike Your Watershed” and “Walk Your Watershed.”

In 2013, the City kicked off a multi-agency/community partnership to address nutrient and bacteria loading in the Murden Cove Watershed Nutrient and Bacteria Reduction Project. Much of the community partnership is volunteer-based such as the Bainbridge Island Watershed Council and the Sakai Intermediate School.

- **Public Involvement and Participation (*reference Permit Condition S5.C.2*)**

The city provides opportunities for the public to become involved in the Water Resources Program or to assist the City in protecting water quality. The Annual Report and the SWMP documents, along with supporting attachments are posted each year to the City’s website. Comments on the program or its activities are solicited annually. The City’s website and press releases provide an avenue to reach out to the citizens and to become involved in program elements. These include public hearings, Council meetings/presentations, Water Resources Open House, and volunteer opportunities.

- **IDDE Program (*reference Permit Condition S5.C.3*)**

The City Illicit Discharge Detection and Elimination (IDDE) Program Manual comprehensively addresses the procedures implemented by the city to meet the conditions of S5.C.3 of the Phase II Permit. The manual is intended to assist City Staff in implementing the IDDE program. It is used as a guidance document for staff in their day-to-day activities related to IDDE. The document is also used as a training tool to ensure that all staff are following the same procedures in responding to illicit discharge concerns.

- **Water Quality and Flow Monitoring Program (*reference Permit Condition S8*)**

The City has opted-in to the Regional Stormwater Management Program (RSMP) monitoring program as described in the permit. The City will be charged \$5,709 per year for RSMP small streams and marine nearshore status and trends monitoring in Puget Sound, **\$9,512** per year for Effectiveness monitoring, and **\$882** per year for Source identification and diagnostic monitoring.

The City Water Quality and Flow Monitoring Program (WQFMP) - independently from the RSMP - measures status and trends, water quality and flow monitoring to support implementation of permit requirements and to assist in directing and informing on pollutant source identification efforts outlined in the IDDE program. The existing monitoring program can also be used as a portion of the required field screening in the new permit. Other features of the program include:

- Identifies water quality and water flow problems in freshwater and marine nearshore environments.
- Characterize the water quality (chemical, physical, and biological) conditions in Bainbridge Island streams, lakes, wetlands, and nearshore areas.

- Identifies short-term changes or long-term trends in water quality conditions.
- Utilizes the trend data to inform changes in the SWMP's Best Management Practices.
- Collects water quality data related to surface and stormwater regulatory requirements (e.g. NPDES Phase II).
- Determines if water quality program goals are being met and whether streams and nearshores on and around the Island meet State standards.
- Determines if water quality program goals are being met and whether streams and nearshores on and around the Island meet State standards.
- Provides opportunities for public outreach and water quality data to support public education program.
- Supports reporting of water quality conditions to the general public, including shellfish harvest restrictions, recreational beach closures, and drinking water advisories.

The WQFMP Program accomplishes the above by:

- Continuous, monthly, long-term water quality status and trends monitoring in 15 streams and 1 stormwater discharge.
- Continuous flow and rainfall gauging on 3 streams and 1 stormwater discharge.
- Collecting freshwater macroinvertebrates from 2 local streams to assess biological diversity and watershed health.
- Sampling 7 streams, 7 nearshore marine areas, and 1 stormwater discharge over the course of targeted qualifying storm events. This sampling captures stormwater runoff impacts in all of the Island's larger streams and more critical nearshore areas, particularly those most critical for fish and shellfish habitat.
- Managing 9 separate data streams - logging status, verifying quality, entering into spreadsheets, uploading to databases, and conducting assessments of over 1,400,000 pieces of data per year. (5-year sediment and targeted storm event monitoring add an additional 2,300 pieces of data).
- Continuous coordination of a multi-agency and community volunteer project to address nutrient and bacteria pollution in the Murden Cove Watershed Nutrient and Bacteria Reduction Project, leveraging over \$280,000 outside agency dollars.
- Engaging the public through over 200 volunteer hours per year. Volunteers assist in water quality and freshwater macroinvertebrate sampling; collection of stream flow measurements; and measurement of in-situ stream physiochemistry.

- **Reporting (*reference Permit Condition S9*)**

No later than March 31 of each year, the City must submit an annual report.

Each annual report must include the following:

1. A copy of the Permittee's current SWMP Plan.
2. Submittal of the annual report form describing the status of implementation of the requirements of the permit during the reporting period.
3. Attachments to the annual report form including summaries, descriptions, reports, and other information as required, or as applicable, to meet the requirements of the permit during the reporting period.
4. A notification of any annexations, incorporations or jurisdictional boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period.

- **2014 Planned and Continuing Activities**

The following are activities planned as a part of the Stormwater Management Program, as well as, continuing activities developed during earlier years of the Permit that are continuing to be refined and implemented.

- Conduct Business Technical Assistance Visits as an outreach activity to educate the business community on water quality protection. Outreach to the local business community will focus on identifying and eliminating illicit connections and illegal discharges to the City's stormwater infrastructure. In order to take advantage of current capacity, Business TAs will include a complete inspection of the site's storm water facilities.
- The City will continue with their involvement and take advantage of the education and outreach program services outlined in the current Inter Local Agreement with Kitsap County Public Works West Sound Stormwater Outreach Group (WSSOG).
- Continue coordination and maintain the cooperative effort with the Kitsap Conservation District (KCD) that provides expertise to farmers, animal hobbyists, and other agricultural entities in BMPs for soil management, animal waste handling and storage, pasture management, and irrigation with the overreaching goal of helping preserve water quality.
- City will continue its partnership with Kitsap County Public Works to promote and participate in the Mutt Mitt program.
- Continue to utilize the city website and listserv as an educational component and disseminate information on subjects such as IDDE activities, business visits, permit reissuance, TMDL status and various work group activities.

- Continue utilization of the City's website and press releases to provide an avenue to reach out to the citizens to become involved in program elements.
- Provide additional update and outlying area mapping of the MS4.
- Continue documentation and investigations of illicit discharges and pollutant sources.
- Update standard procedures for inspection and data inputs to the tracking databases.
- Improve the reporting of water quality incidents through the reporting hotline/phone number.
- Continue with Business Technical Assistance Visits with the inclusion of inspection of storm water facilities and utilize the Business BMP Manual for education on recommended Best Management Practices to prevent or eliminate illicit discharges caused from poor housekeeping or business practices.
- Review and inspect development redevelopment and construction sites in accordance with the City's Stormwater Permit and Department of Ecology's Stormwater Management Manual for Western Washington.
- Insure that all constructed private facilities record a Declaration of Covenant to assure the facilities are operated and maintained appropriately in perpetuity.
- Continue inspection of permitted water quality and flow control facilities.
- Create an acceptance process for conveying newly constructed dedicated stormwater facilities to Public Works, Operations and Maintenance for long term maintenance.
- Operate road maintenance activities with the goal of protecting water quality by using established Best Management Practices.
- Conduct biannual inspection at the Public Works Facility and Decant Facility in accordance with the Stormwater Pollution Prevention Plan (SWPPP). Refine or reestablish necessary goals and objectives for protecting water quality and Best Management Practices.
- Gather information for use in developing pollution prevention measures or water quality treatment best management practices (BMPs).
- Determine the effectiveness of pollution prevention measures and water quality treatment BMP.
- Respond to and/or provide support for emergency situations such as oil spills, chemical leaks, sewage spills, and flooding events.

- Assist Kitsap County Public Health in conducting surveys of the shorelines on the island to allow the further evaluation of water quality and for protection of beneficial uses.
- Pursue the identification and elimination of bacterial discharges to water bodies and the subsequent re-opening of closed shellfish harvesting areas.

SSWM Program Gap Analysis

Appendix 5 is an updated Water Resource Division Work Plan and Permit Gap Analysis that shows future permit requirements and other work plan elements, as well as an estimate of staff resources required to ensure program compliance. For each program element, the required staff time required was estimated along with the mandate and funding source.

Overall, the work plan gap analysis justifies the hiring of the vacant Water Resource Technician position to bring the long-term SSWM Program staffing to 2.78 FTE in the Water Resources Division. Staff added will be focused primarily on the field work required to support compliance with NPDES Permit requirements, as well as Water Quality and Groundwater Monitoring support. Without the recommended technician for field support, the City will risk non-compliance with permit requirements during the current permit term (2013-2018).

V. MANDATORY VERSUS DISCRETIONARY PROGRAMS

The City’s stormwater management program must meet a variety of federal and state laws. In addition, the City’s policies and programs have been developed over the years since the establishment of the utility in accordance with goals established by the City Comprehensive Plan. As part of the review of the SSWM program, an analysis was performed to identify what programs are mandatory and discretionary. The analysis consisted of two parts:

- Assess progress made by the SSWM Program in implementing the recommendations contained in the 2006 Otak, Inc. report titled Surface and Stormwater Management Program Analysis, and
- Explain which program elements are mandated by State and Federal laws or rules, and which are discretionary.

Mandatory Program

NPDES Phase II Stormwater Program

Congress changed the Clean Water Act to regulate stormwater in 1987. Under these revisions, NPDES (National Pollutant Discharge Elimination System) permits are required for municipal stormwater discharges to surface waters. The Environmental Protection Agency (EPA) developed rules to implement the new stormwater requirements in two phases:

- Phase I - In 1990, EPA issued NPDES Phase I rules for cities and counties with populations greater than 100,000. In Washington, the Phase I requirements apply to Snohomish, King, Pierce and Clark counties, as well as the cities of Seattle and Tacoma, and WSDOT facilities within those jurisdictions, and
- Phase II - In 1997, the EPA issued NPDES Phase II rules regulating municipally-owned separate storm sewer systems within census-defined urban areas. Washington DOE issued the first Western Washington NPDES Phase II permit in 2007 and issued a new permit in 2013. The City is covered by the Phase II requirements.

Both Phase I and Phase II rules require publicly-owned stormwater systems located within census-defined urbanized areas to obtain NPDES permits for their stormwater discharges. The EPA rules also require operators of municipal separate storm sewer systems (MS4s) to develop and implement a Stormwater Management Program (SWMP) that:

- Reduces the discharge of pollutants to the “maximum extent practicable”,
- Protects water quality, and
- Satisfies appropriate requirements of the Clean Water Act.

City of Bainbridge Island Stormwater Management Program

As required by the NPDES permit, the City is required to prepare an annual report on the activities of the Stormwater Management Program (SWMP). This program document summarizes the developing program’s progress on meeting the required components of the Phase

II NPDES permit (sometimes referred to as the Municipal Stormwater Discharge Permit). The ordinances, guidance manuals and stormwater BMPs (Best Management Practices) contained and referred to in this program document are intended to direct City staff in permit compliance, as well as, provide technical assistance to the City’s business community and general citizenry.

The following eight measures are identified by the permit as minimum requirements for the SWMP:

- Public education and outreach
- Public participation/involvement
- Illicit discharge detection and elimination
- Controlling Runoff from New Development, Redevelopment, and Construction Sites
- Pollution Prevention and Operation and Maintenance for Municipal Operations
- Program Implementation
- Total Maximum Daily Load Allocations
- Monitoring

The SWMP must include the components and minimum performance measures listed in the permit. To the extent allowable under state or federal law, all components are mandatory for city, town or county Permittees covered under the permit. As detailed in the most recent SWMP report, the city is in compliance with the minimum performance measures required.

The Permit is a dynamic document that requires increasing minimum performance measures throughout the permit period, therefore the city has continued to maintain and update the Work Plan requirements first developed under the Otak study. Appendix 4 is the latest update to the Gap Analysis as the result of Work Plan analysis prepared by city staff.

Discretionary Programs

Monitoring -Water Quality and Flow Monitoring Program

The 2004 City Comprehensive Plan is guided by Five Overriding Principles one of which is to “protect the water resources of the island”. One of the fifteen Goals of the plan is to “protect the water resources of the Island, which are of primary importance to its residents.” The Water Resource Element of the plan states that “a key component of the water resource protection strategy contained in the Element is establishment of an adequate monitoring system.” As a result of the priorities established in the plan, the City successfully pursued a Department of Ecology Centennial Clean Water Fund Grant to establish a Water Quality and Flow Monitoring Program (WQFMP).

The City's Water Quality and Flow Monitoring Program helps implement permit monitoring requirements and directs and informs pollutant source identification efforts outlined in the IDDE program. The reissuance of the NPDES Phase II permit included the option for jurisdictions to opt-in to a Regional Stormwater Management Program (RSMP) in order to comply with the permit monitoring requirements. The city has decided to opt-in to this program, so the minimum permit monitoring requirements will be met by that program.

The primary goal of the WQFMP is to develop and implement a long term comprehensive monitoring program that will identify water quality and water flow problems in freshwater and marine nearshore environments. The WQFMP also defines thresholds for initiation of management responses in support of the City's efforts to protect and restore beneficial uses associated with water quality on Bainbridge Island.

The WQFMP was developed and piloted through a 2008 Centennial Clean Water Fund grant and is a WA Department of Ecology-approved program that consists of three components: a site evaluation report (SER), a sampling and analysis plan (SAP), and a Quality Assurance Project Plan (QAPP). Collectively, its components are designed to meet the following objectives:

- Characterize the water quality (chemical, physical, and biological) conditions in Bainbridge Island streams, lakes, wetlands, and nearshore areas, and stormwater effluent.
- Identify short-term changes or long-term trends in water quality conditions.
- Collect water quality data related to surface and stormwater regulatory requirements (e.g. NPDES Phase II).
- Gather information for use in developing pollution prevention measures or water quality treatment best management practices (BMPs).
- Determine if water quality program goals are being met and whether streams and nearshores on and around the Island meet State standards.
- Provide opportunities for public outreach and water quality data to support public education program.
- Support reporting of water quality conditions to the general public, including shellfish harvest restrictions, recreational beach closures, and drinking water advisories.
- Determine the effectiveness of pollution prevention measures and water quality treatment BMP.
- Respond to emergency situations such as oil spills, chemical leaks, sewage spills, and flooding events.
- Support field screening of the MS4 as required by the NPDES Permit
- Monthly status and trends monitoring, annual macro invertebrate monitoring, and continuous flow monitoring fulfill field screening requirements.

Although a discretionary program, the program supports and enhances the City’s ability to comply with the requirements of the NPDES permit. Appendix 6 shows the WQFMP activities and how they support permit requirements.

Appendix 7 shows the detailed breakdown of Public Works expenditures and staffing that have been incurred to operate this program since 2005. The Public Works budgeted program costs for the 2015-2016 biennial budget are:

Item	2015	2016
Labor	\$ 75,979.20	\$ 75,979.20
Benefits (42% of Labor)	\$ 3,191.13	\$ 3,191.13
Professional Services	\$ 57,000.00	\$ 37,000.00
Other Costs	\$ 11,000.00	\$ 5,000.00
Total Costs	\$ 147,170.33	\$ 121,170.33

Kitsap Conservation District Farm Assistance

The City currently has over 1400 acres of agricultural lands. Many of these farms are required to establish and implement farms plans in accordance with provisions in the City’s Municipal Code. The City and the Kitsap Conservation District (the District) share a common goal to promote Best Management Practices to protect water quality, provide education to landowners on agricultural impacts and support the use of Low Impact Development practices. Well-designed conservation practices increase farm productivity while protecting water quality and reducing soil erosion. The District has the expertise and experience to provide Farm Plans to meet the requirements of Bainbridge Island Municipal Code Section 18.09.030 and provide assistance on land management activities and their impacts on natural resources. In providing these services, the District assists with compliance of the City’s Municipal Permit, including assistance with the Illicit Discharge Detection Elimination Program and education/outreach.

The City and the District entered into an agreement in 2009 (Appendix 8) and continue to work collaboratively in providing information and services to property owners. The scope of work of the agreement requires the District to partner with the City to develop and accomplish the following tasks:

- Task 1—Respond to referrals
 - Objective: Respond to and address water quality and fish and wildlife related referrals from the City and Kitsap Health District (KHD).
- Task 2—Education and outreach

- Objective: Promote public knowledge of local natural resources and fish habitat issues. Maintain a Conservation District agricultural and natural resource educational program.
- Task 3—Develop resource management plans (farm plan)
 - Objective: Protect surface water bodies from potential sources of contamination caused by agricultural-related land use. Provide technical services to landowners. Promote cooperative solutions. Facilitate federal, state and local incentive programs.
- Task 4—BMP Design
 - Objective: Provide agronomic and engineering design services that support natural resource protection in City watersheds. Provide designs for Best Management Practices (BMPs) that meet USDA Natural Resources Conservation Service standards and specifications. Develop alternative cost-effective BMPs that are suitable for a specific site’s needs and landowner’s financial needs. Provide landowners with rain garden designs.
- Task 5—BMP installation
 - Objective: Improve water quality and fish and wildlife habitat in Bainbridge Island watersheds by facilitating and assisting with the implementation of BMPs. Provide technical services to cooperators for implementation of farm management practices and habitat enhancement efforts. Offer contracted and/or volunteer labor forces for installation of BMPs. Coordinate joint installation. Provide technical support for rain garden installation.
- Task 6—BMP inspection and maintenance
 - Objective: Determine the operational effectiveness of BMPs on water quality and habitat within the City. Monitor the operation and maintenance of installed BMPs. Demonstrate BMPs.
- Task 7—Inventory
 - Objective: Address non-point pollution caused by inadequate agricultural management practices. Identify, prioritize and map agriculturally related property within the City.
- Task 8—Administration and reporting
 - Objective: To provide project management, including communication, submitting billing invoices, and submitting annual and progress reports.

The value of the annual contract with the KHD has been approximately \$40,000, and an annual analysis of program tasks by city staff has determined that approximately 75% of the

activities under the program tasks support water quality benefits. Therefore in past years, the SSWM utility has paid approximately 75% of the KHD billing under this agreement.

Methodology for Street and Road Charges

Appendix 9 gives a complete history of the City Council decision process regarding assessment of stormwater fees for the City and State-owned streets and highway network on the island. Current City Code exempts city streets and roads, as well as State highways and privately-owned roads from the fees.

The primary rationale for not charging City streets is that they are a part of the MS4 and have contributed significant capital improvements to the MS4 over the years. Past City capital project programming policy has been that for streets projects (motorized and non-motorized), if there was a stormwater component required in conjunction with the improvements, then the SSWM Utility would fund these parts of the projects.

In order to maintain consistency with the fee policy, it might be more consistent to require stormwater components of streets projects to be funded by streets funding sources rather than SSWM Utility. In this way, streets projects would continue to contribute capital to stormwater improvements and therefore maintain consistency with the policy. The SSWM utility would continue to fund capital projects that are not part of a street improvement project.

Street Sweeping and Road Maintenance Spoils

City charging practices for roads-related maintenance and spoils disposal has evolved and changed over the years and may warrant some level of review and adjustment to achieve the desired consistency with City Council direction on street and road SSWM fees. The following table shows the standing work order charging practice for Public Works O&M labor:

Spoils Related Work Order Charges

WO#	WO Type	WO Description	Split	Org	Org Description
14916	Standing	Spoils Hauling	100	73431835	SSWM Maintenance
14917	Standing	Street Sweeping	80/20	73637945	Allocation SSWM/Streets
14963	Standing	Ditching	100	73431835	SSWM Maintenance
14823	Standing	Shoulder Maintenance	100	73111427	Streets Roadside
14964	Standing	Bikelane Sweeping	100	73111423	Streets Roadway

The data in the table indicate that the SSWM utility pays for 100% of City labor for spoils hauling and ditching, as well as 80% for street sweeping. The General Fund pays for the labor for shoulder maintenance and bike lane sweeping, as well as 20% for street sweeping. The labor charging practices are a subjective decision by the City that could be adjusted. The justification has been given that street sweeping aids in the maintenance of the stormwater collection system, as well, so can appropriately be charged to the SSWM utility. The decision could just as easily be made that the costs should be charged to Streets, particularly in light of the decision not to assess Streets any SSWM fees.

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The disposal costs for all of the spoils generated from the above activities is currently charged 100% to the SSWM Utility, as well as all the labor and other costs associated with operating the decant facility where the spoils are dewatered prior to shipping for disposal. A more consistent practice would be to appropriately charge spoils disposal costs to match the labor activities that generated the spoils.

The below table shows the expense history for the various sources of waste:

CITY OF BAINBRIDGE ISLAND SSWM DECANT FACILITY 7-YEAR ANNUAL SPOILS SUMMARY

Note: Incoming spoils are shown in estimated cubic yards, outgoing spoils are shown in actual tonnage. Costs shown are based on 2014 tipping fees.

Year	Profile # 23525CV Commingled Class IV Street and Road Maintenance							Profile # 0715CU Commingled Street Sweeping and Storm Drainage Debris					Total Combined Spoils Costs
	Ditching	Potholing	Shoulders	Slides	Total Incoming (cu yd)	Total Outgoing (tons)	Costs based on 2014 fee of \$4124 / ton	Storm water	Street Sweeping	Total Incoming (cu yd)	Total Outgoing (tons)	Costs based on 2014 fee of \$34.87 / ton	
	Incoming	Incoming	Incoming	Incoming				Incoming	Incoming				
2007	558.1	5.5	910.0	241.0	1714.6	1564.3	\$ 64,511	66.5	399.0	465.5	551.8	\$ 19,242	\$ 83,753
2008	1147.5	97.0	1747.5	8.0	3000.0	3316.0	\$ 136,751	695.0	421.0	1116.0	1372.1	\$ 47,845	\$ 184,597
2009	762.3	38.5	112.0	0.0	912.8	1229.8	\$ 50,718	250.0	321.8	571.8	498.4	\$ 17,379	\$ 68,096
2010	647.5	104.5	411.0	5.0	1168.0	1498.5	\$ 61,799	19.0	262.0	281.0	266.4	\$ 9,289	\$ 71,087
2011	360.0	7.5	1272.0	88.0	1727.5	2293.8	\$ 94,595	22.0	258.0	280.0	330.5	\$ 11,524	\$ 106,119
2012	133.0	112.0	1317.0	1.0	1563.0	2111.8	\$ 87,092	420.0	349.3	769.3	352.2	\$ 12,281	\$ 99,373
2013	552.0	56.0	1804.0	0.0	2412.0	2538.8	\$ 104,698	57.0	237.0	294.0	204.1	\$ 7,116	\$ 111,814

7-yr Ave	594.3	60.1	1081.9	49.0	1785.4	2079.0	\$ 85,738	218.5	321.1	539.6	510.8	\$ 17,811	\$ 103,548
	26%	3%	47%	2%				9%	14%				

If charging practices for spoils disposal were adjusted to match labor charging practices, the average savings to the SSWM Utility would have been:

Year	Profile # 23525CV Commingled Class IV Street and Road Maintenance							Profile # 0715CU Commingled Street Sweeping and Storm Drainage Debris					Total Combined Spoils Costs
	Ditching	Potholing	Shoulders	Slides	Total Incoming (cu yd)	Total Outgoing (tons)	Costs based on 2014 fee of \$4124 / ton	Storm water	Street Sweeping	Total Incoming (cu yd)	Total Outgoing (tons)	Costs based on 2014 fee of \$34.87 / ton	
	Incoming	Incoming	Incoming	Incoming				Incoming	Incoming				
7-yr Ave	594.3	60.1	1081.9	49.0	1785.4	2079.0	\$ 85,738	218.5	321.1	539.6	510.8	\$ 17,811	\$ 103,548
	26%	3%	47%	2%				9%	14%				
Potential SSWM Savings	0	60.1	1081.9	49.0	1594.8	1857.0	\$ 76,583	0	64.2	64.2	60.8	\$ 2,120	\$ 78,703
							Costs based on Ave. of \$25.07 / ton					Costs based on Ave. of \$25.27 / ton	
Total Hauling Costs						2079.0	\$ 52,121				510.8	\$ 12,908	\$ 65,028
Potential SSWM Savings						1857.0	\$ 46,555				60.8	\$ 1,536	\$ 48,091
Total Potential SSWM Savings													\$ 126,794

If charging practices for spoils hauling and disposal were adjusted to distribute more costs to Streets as discussed earlier, additional savings would be realized by the SSWM Utility. Below is a breakdown all spoils generated by the City:

Year	Ditching	Potholing	Shoulders	Slides	Total Incoming (cu ft)	Storm water	Street Sweeping	Total Incoming (cu ft)
	Incoming	Incoming	Incoming	Incoming		Incoming	Incoming	
2007	26%	0%	42%	11%	79%	3%	18%	21%
2008	28%	2%	42%	0%	73%	17%	10%	27%
2009	51%	3%	8%	0%	61%	17%	22%	39%
2010	45%	7%	28%	0%	81%	1%	18%	19%
2011	18%	0%	63%	4%	86%	1%	13%	14%
2012	6%	5%	56%	0%	67%	18%	15%	33%
2013	20%	2%	67%	0%	89%	2%	9%	11%
6-yr Ave	28%	3%	44%	2%	77%	8%	15%	23%

It is recommended that these discretionary programs be presented in detail and studied by the Utilities Advisory Committee (UAC) and Environmental and Technical Committee (ETAC), so the committees may formulate a recommendation to the City Council on maintaining, expanding, or reducing the scope of the programs, as well as a recommendation on the appropriate source of city funding.

VI. SSWM Infrastructure Condition

Background:

Starting in January of 2011 the Public Works Department undertook a new initiative to create an annual report to document:

- Summary of inspections and investigations performed on SSWM infrastructure.
- Prioritize SSWM infrastructure projects each year.

This information is recorded each year in the Annual Stormwater Needs Assessment report which is finalized following the winter storm season each year by the end of the Second Quarter of the year.

Investigations by Public Works Staff:

New information is gathered each year regarding drainage problems and condition deficiencies of the storm drainage system serving the City's roadway network. Public Works Operations and Maintenance staff routinely perform the following work:

- Log communications with citizens in the MUNIS work order system
- Monitor known drainage problems with potential safety or property impacts when precipitation thresholds are met.
- Inspect all culverts on a 4- year cycle and annually at deficient culverts.
- Inspect City owned and operated detention ponds and structures

The following reference information was utilized to prepare this memorandum:

- 2014 Culvert Inspection Report by O&M (Appendix 10)
- MUNIS Work Order query by sector of reported drainage problems.

Engineering staff updates the SSWM Program Project List (Appendix 11), documents observations, and updates this report each year.

As of the drafting of this report the City had not experienced a major storm event that resulted in significant damage in the winter of 2013/ 2014. The following investigations were performed that are not associated with a major storm event:

Island-wide deep culvert field observations

The city has several culverts in deep fill sections. Many of these culverts were installed in the 1960's and 1970's. Culverts of this era were typically constructed with concrete pipe or corrugated metal pipe. The City has experienced separation failures of concrete pipe and failures due to bottoms of corrugated metal pipe rusting out. In 2007 the City sustained a catastrophic failure of a corrugated metal culvert resulting in embankment failures closing the roadway. In 2011 a metal culvert failure at Sunrise Drive resulted in a culvert and embankment repair project. These culverts are inspected by O&M every four years and more frequently due to defects or other factors as needed. These inspections are limited to what can be reviewed at the inlet and outfall of the culverts. This year public works identified and conducted field investigations for

the purpose of developing a project to provide for more in depth inspections and repair recommendations where needed.

Crystal Springs Slide Downstream Improvements

During the 2008 Storm event, Crystal Springs Road failed resulting in closure for 3 weeks. Road and drainage repairs were completed in three weeks. The drainage system was improved to include a settling basin located on private property that connected into a private system. During recent storm events (2" in 24 Hrs.) the downstream drainage system has become overwhelmed causing damage to the residents landscaping. The two affected property owners feel the City has an obligation to improve the system or make other improvements to protect their property and existing water features.

Staff was asked to evaluate the existing downstream system, make recommendations for improvements and do a cost analysis. The downstream improvements would tie in the existing city maintained system to a new outfall while keeping the existing landscape water features intact.

Area residences were informed of what would be involved and easements granted to the city to move forward with the project. Conceptual design discussed but nothing formal at this time.

Ravenswood / Timberbrook

Staff was asked to review drainage system for platted properties "Ravenswood" and "Timberbrook". A downstream property owner of the developments on Spring Ridge Road NE has experienced stormwater issues in the past and was concerned about the potential for future problems due to development.

Staff researched the drainage systems for subject plats and also made site visits. It was determined the systems that were installed met the standards of the time (2001) and appear to be functioning well. The systems are maintained by City O&M staff.

2039 Viewcrest Place NE

Staff received a call from the property owner that water from a micro-burst storm event was pouring down their driveway from Viewcrest Place NE. Staff assembled available historical information, maps and met with the owner.

As a result of the investigation and meeting it appeared that water from the streets above was not getting into the system, and maintenance of the roadside ditch system was in order. O&M had recently completed upstream maintenance. Engineering Staff met with O&M, explained the situation, and recommended further improvements. It was recommended that a new catch basin and associated drain pipe be installed to connect to the existing system.

Staff delivered a dozen sand bags at the owner's request. Staff advised the homeowner of precautionary measures they could take to avoid future problems such as maintaining their drainage system or making their own improvements to ensure their property, in a low area below the roadway, was protected.

202 Knetchel Way NE

Area property owners and Council requested improvements to the road and drainage system in this area.

Staff conducted research of the local developments, interviewed knowledgeable staff members, reviewed land use conditions, conducted site visits and researched historical mapping. It appeared that the storm-water pond and structures had not been maintained. The property frontage as it exists today lacks sidewalk and curb and gutter improvements. The unimproved area was observed to not adequately drain.

Staff provided a comprehensive report to the Director of Public Works to submit Council.

Rockaway Beach @ 4452, Sink Hole

The City was contacted by the property owner, Mr. Richard Thomas that a sink hole was developing in his driveway. O&M crew were dispatched to the address and determined that the cause of the sink hole was a broken storm line, outside of the City's right-of-way, that crosses Mr. Thomas's driveway.

Mr. Thomas was insistent the City was responsible for the pipe and thus repairing the damage to his driveway. Staff was requested to investigate the situation and provide recommendation to the Public Works Director.

Background: The inlet of the pipe originates at the bottom of the westerly fill section. Flow travels east beneath Rockaway Beach Drive, then enters a 12" private system that bends in a dog-leg fashion in a northerly direction beneath the Thomas driveway then bends east, following the east west property line, then discharging thru a bulkhead into Puget Sound.

Staff members had contracted work upstream of the pipe within the right of way in approximately 2001. The concrete cross culvert beneath the roadway was crushed not far down from the inlet. A contractor opened the roadway and removed the damaged pipe.

Mr. Thomas alleged that the work upstream and uphill development have caused additional water to be directed into the system, therefore the City was responsible.

Staff prepared a white paper, which in part makes the following observations:

- Water from upstream development is collected, treated and discharged from a Single Family residence that was recently built with improvements consistent with current standards.
- The repair work performed by the City did not add capacity to the system.
- The drainage system on private property was constructed when the property was developed. The roadway was improved and the roadway culvert installed prior to the construction of the residence.
- The construction of the private system was substandard in that the transitions of pipe in size, material or direction should be done thru a catch basin.

Conclusion: the drainage system on the Thomas property is private and the responsibility of the homeowner to operate and maintain.

11665 Sunset Ave. NE

Mr. Jason Anderson contemplated improvements within the right of way to close in a ditch system fronting his property.

Staff made a site visit, meeting the property owner and discussed the project. Staff returned to the office, developed a brief report and letter to Mr. Anderson advised him of right of way permit requirements and the need to have his project designed by a Professional Engineer.

6639 NE Bayview Blvd

Operations and Maintenance asked for assistance with a drainage problem at the above address. It was reported that during period's prolonged rains, the system is overwhelmed and adjacent properties are affected.

Staff met with O&M staff to review the situation, researched available mapping, historical development in the area and made a written recommendation to O&M staff for interim and possible long term remedy of the situation.

Hidden Cove / 13807 Silven Ave NE, Depue-Zapt Property Drainage

Recent rain events and major storms in the past have caused damage to a residence at the above address. Engineering Staff was requested to evaluate the regional drainage facilities and possibility of redirecting a basin to discharge at another location.

Engineering Staff had visited this site shortly after the 2008 storm. At that time, staff recommended that O&M maintain the ditch and cross culvert system, upstream of the private conveyance and outfall system. Staff also reviewed the downstream drainage system that is operated and maintained by the adjacent property owner. Staff advised owner/operator of that system that if the system was to be brought up to current standards, the city would take over responsibility of operation and maintenance of the entire system. The homeowner declined.

At this request, Staff conducted a basin analysis that concluded that redirecting flows was not feasible due topographic limitations and associated high cost. The Depue-Zapt property has been affected by flooding and high ground water due to poor maintenance of the private system that accepts water from a contributing basin and right-of-way. Staff presented a report and recommendation to the property owner in letter form.

Drainage, Rose Ave NE/ Fir Street – Longview Builders

Engineering Staff was requested to meet with O&M Staff and Longview Builders concerning installation of a pipe system in the right of way.

Staff reviewed the subdivision and engineered plans for the project. Staff concluded after reviewing the plans that installation of the drainage improvements was the responsibility of the developer/builder.

4292 Rockaway Beach

A very small landside occurred on March 5, 2014. Engineering Staff observed the slide and O&M Staff shut off water to the fire hydrant that was partially buried by the slide. A work

request was submitted for removing the slide later this summer once the embankment had sufficient time to dry out. This area was later observed on March 27th by Aspect Engineering. Refer to the Aspect Report dated March 28th, 2014.

4672 Rockaway Beach

A landslide occurred on or before March 21, 2014 on the embankment above the roadway on private property. The embankment at this location is over 50 feet from the improved roadway. Due to the concern of the stability of the embankment and stability of trees below the slide the City tasked it's on-call geotechnical consultant to observe the embankments and the trees below the slide. Refer to the Aspect Report dated March 28th, 2014. Trees had been cut higher up on the embankment without a permit and the City's code enforcement is working with the Property owner to restore vegetation and address potential danger trees. The City removed one danger tree closest to the right-of-way.

5300 Rockaway Beach

The drain pipe below the culvert has been blocked resulting in overflow onto the property during storm events at this address. Engineering Staff has been working with the neighboring property owners to try and resolve this problem for several years. Operations and Maintenance Crews were tasked with attempting to locate the blockage from the outfall side of the drainpipe. A Engineering Staff member noticed that there had been some scarfing high up on the steep embankment above the roadway and sandy seeps at the toe of the embankment. Due to concern that there may be an increased potential for a surface slide on March 26th, the City implemented a 3-ton weight restriction and local access only on Rockaway and tasked the City's on-call geotechnical consultant with observing the embankments above Rockaway Beach Road and evaluating areas of concern. Refer to the Aspect Report dated March 28th, 2014.

VII. SSWM Capital Needs Assessment

The intent of this section of the report is to maintain a list of stormwater system deficiencies and prioritize projects to address them. Refer to the attached 2014 Stormwater Program Project List. (Appendix 11)

Proposed Projects for the 2014 Annual Culvert Replacement Program

The following projects have been identified as top priorities for the 2014 Annual Culvert Replacement Program:

Blakely Falls Creek Culvert at Halls Hill –The City has taken several steps to improve stormwater conveyance in the vicinity of Halls Hill road due to residence concerns of the stability of the hillside north of Blakely Harbor. A raised edge and ditch improvements were provided on Halls Hill Road to convey road run off. With the completion of the repairs and installation of a new larger diameter culvert at Seaborne, other work along Blakely creek may now proceed. The existing corrugated metal culvert has rusted out. Replacing this culvert may reduce channel erosion by providing for reduced flow concentrations over a shallower slope. Design was completed in 2013. This is an “on the shelf” project ready for construction as soon as funding can be made available.

Dripping Water Creek Culvert at Sunrise Drive - This culvert is identified as a fish barrier. COBI has had the culvert on the list for replacement for many years. The top of the pipe is crushed. The road has been overtopped during the 2007 and 2010 storms damaging the roadway shoulders. This project is programmed for construction in 2014.

Cambridge Crest Drainage Repairs – An existing drainage structure was not adequately constructed resulting in flooding in the vicinity of a detention pond located at the cul-de-sac. The design and construction of this repair is scheduled for 2014.

Lynwood Center Outfall - The existing culvert system and outfall is tidally influenced and frequently is plugged by beach sediment and is inhabited by wildlife resulting in septic conditions. A grant was received in 2012. The design was completed in 2013. Construction is programmed for 2014 pending successful procurement of permits and easements.

Mountain View road reconstruction and drainage improvements – A number of areas lacking conveyances were identified in the 2001 Surface Water Management Plan. The City retained the services of Browne Wheeler engineers to study and complete preliminary designs for high priority locations in 2012. Completion of design and permitting for Mountain View Drive drainage is planned in 2014, and road construction is planned for 2015.

Valley road reconstruction and drainage improvements - A number of areas lacking conveyances were identified in the 2001 Surface Water Management Plan. The City retained the services of Browne Wheeler engineers to study and complete preliminary designs for high priority locations in 2012. This project is being accelerated to facilitate private drainage above Gertie Johnson Road. Design and construction is planned for 2014.

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Wardwell Road Reconstruction and Drainage – The City received DOE funding for design at the end of 2013 and was able to move forward with the design. Construction funding will be pursued in the 2014 DOE grant cycle.

Yeomalt Area Drainage - The City received DOE funding for design at the end of 2013 and was able to move forward with the design. Construction funding will be pursued in the 2014 DOE grant cycle.

Seaborne Creek Mitigation – As mitigation for the Seaborne project the city is obligated to restore 175 feet of similar creek frontage. The City is currently pursuing grant funding for a project to restore a section of Springbrook Creek that is currently ditched along-side a roadway

Other priority projects on the list will be addressed if further resources can be made available.

Proposed projects for inclusion in the Capital Facilities Plan (CFP):

Refer to the attached Ranked Project List (Appendix 10) for identified projects and project details.

Proposed projects for inclusion in the 6-year Capital Improvement Plan (CIP):

Projects proposed for the CIP require funding in excess of what can be provided for in the Annual Stormwater Preservation Program (R&M) or require greater funding or grant funding, extensive permitting, easements, use of consultants for engineering study or design, or other complexities.

The following is the proposed 6-year CIP for the period 2015-2020:

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Project	Grant Eligible Grant Awarded	Grant Funds	General Comp	Strts Component	Wtr Component	Swr Component	SSWM Comp	2021						
								2015	2016	2017	2018	2019	2020	2034
STORMWATER PROJECTS - 6-YEAR CIP														
2015-20 Annual Stormwater Preservation						Y		281	285	291	297	303	309	
						Y								
Wardwell Rd Reconstruction and Drainage Imp.	X		Y		Y					446				
Wardwell at Woodward Creek Culvert Replacement	X				Y			45	200					
Mtn. View Dr. Reconstruction and Drainage Imp.			Y		Y			53						
Yeomalt Area Drainage Improvements	X				Y				510					
Wing Point Way NM Imp. Project			Y	Y	Y	Y		TBD						
Halls Hill at Blakely Falls Creek Culvert					Y			150						
Waterfront Park Outfall Reconstruction	X				Y			170						
Eagle Harbor Dr at Cooper Creek Culvert					Y			150						
Knetchel Way Sidewalk Improvements			Y		Y									
Cave Avenue Sidewalk Improvements			Y		Y									
Deep Culvert Preservation Assessment					Y			75						
Deep Culvert Preservation Program					Y			50	200	250	200	250		
*Eagle Hrbr Dr. Culvert Repairs at McDonald Creek					Y				*	*				
*Eagle Hrbr Dr. Culvert Repairs at Creosote Creek					Y					*	*			
Rockaway Beach Rd. Outfall					Y			200						
CountryClub Rd. Reconstruction & Drainage Impr.			Y		Y			250						
Blakely Avenue Area Drainage Improvements					Y					45	30	250		
Eagle Harbor Dr. at Cooper Creek Culvert Replacement			Y		Y				100	100	400			
Springbrook Creek Restoration and Culvert Replace	X				Y			74	600					
TOTALS								833	1550	1747	692	933	809	14,280

VIII. Financial Analysis

Stormwater utilities, supported by ongoing rates, are the largest local funding source for stormwater control in Washington State.

The Utility Concept

A stormwater utility is a stand-alone entity, usually set up as an enterprise fund, within the governmental structure. It is defined as being financially and organizationally self-sufficient, and can be designed to furnish a limited or comprehensive set of services related to stormwater quantity and quality management. A city utility operates under the purview of the city legislative authority.

A stormwater utility provides a reliable, dedicated source of revenue and an organizational structure that is dedicated to stormwater concerns. As a utility, a stormwater management program can be carried out as a "stand alone" operation, with its own budget, implementation plan, and employees dedicated solely to stormwater system operation, maintenance, administration, and education. A utility has the added benefit of reducing the burden on tax dollar revenue from the city's general fund that might be used for stormwater concerns.

Legal Authorization

Revised Code of Washington (RCW) section 35.67.020 authorizes cities "to fix, alter, regulate, and control the rates and charges for their" systems of sewerage, defined in RCW 35.67.010 to include stormwater management. Other important RCW sections include 35.67.025, which specifies that all public property "shall be subject to rates and charges for storm water control facilities to the same extent private persons and private property are subject to such rates and charges," and 90.03.525, which limits the imposition of stormwater rates and charges on state highways.

Stormwater Utility Rates

Most stormwater utility rates are based on impervious surface area. Impervious surface area is widely accepted as an appropriate measure of a property's contribution of runoff, providing a clear relationship, or "rational nexus," to service received from a stormwater program. Washington State courts have upheld stormwater utility rates whose rate schedules bear a reasonable relation ("nexus") to the contribution of each lot to surface runoff. Municipalities are not required to measure each residential lot to ascertain the exact amount of impervious surface on each one. Absolute uniformity in rates is not required. The rates for each class must be internally uniform, but different classes may be charged different rates. Further, only a practical basis for the rates is required, not mathematical precision.

Under such a structure in the City, single family residences are charged for one ERU (Equivalent Residential Unit), and other developed property is charged for its measured

impervious surface area – expressed as the number of ERUs. The City defines an ERU as 3,000 square feet of impervious surface.

During the last City Comprehensive Stormwater Review conducted in 2006 (Otak) it was noted that the City's current method of stormwater program (Stormwater Utility and General Fund) provided adequate funding, but did not guarantee that the funding would be available year after year. Continuing that funding mechanism, over half of the SSWM Program funding would have had to come from the City's General Fund. That would have required the SSWM Program to compete with other City programs for limited resources. In years when public safety or major road projects require a significant funding increase, it was possible that the SSWM Program would lose all or some of the General Fund transfer. It was recommended the City develop a long term stable and dedicated funding source for the SSWM Program. The ERU rate in 2006 was \$7/month or \$84/year. Since that time the rate has increased to \$12.23/month or \$146.76/year in 2014. This increase in SSWM rates has allowed for the utility income to fund nearly all the program activities.

Since 2008, the annual fee per equivalent residential unit (ERU) has been:

- 2008 – \$149.64/ERU
- 2009 – \$154.68/ERU
- 2010 – \$158.52/ERU
- 2011 – \$146.76/ERU
- 2012 – \$146.76/ERU
- 2013 – \$146.76/ERU
- 2014 – \$146.76/ERU

The current City rates are detailed in BIMC 13.24. The current features of these rates include:

- Apply to owners of all real property in the city which contributes drainage water to and/or which benefits from the city's storm water utility;
- The monthly service fee for each single-family and duplex residential dwelling shall be \$12.23;
- If the ratio of impervious to pervious surface of the single-family or duplex residential lot shall not exceed 50 percent. If the ratio of impervious to pervious surfaces exceeds 50 percent, the commercial/multiple shall apply;
- The monthly fee for all commercial/multiple property shall be calculated according to the following formula: $(\text{Impervious area} \div 3,000 \text{ sq. ft.}) \times \text{single-family and duplex rate} = \text{rate}$;
- The City currently charges for approximately 14,100 ERU;
- The monthly service fee for each condominium unit shall be the rate charged for single-family dwellings;

- For any property other than a single-family residence or a duplex residential dwelling:
 - The storm and surface water service monthly fee charged for the property for impervious areas consisting of gravel shall be 80 percent of the rate for impervious areas;
 - The storm and surface water service monthly fee charged for the property for impervious areas consisting of packed dirt shall be 50 percent of the rate for impervious areas; and
 - The storm and surface water service monthly fee charged for the property for impervious areas which are cleared but not compacted shall be 40 percent of the rate for impervious areas;
 - The rate reduction authorized shall not reduce the fee to less than 50 percent of the monthly fee required;
- Appendix 12 shows the current number of SSWM accounts, and number of ERU's per account, sorted by Property Class.

Some cities and counties in the state charge their own streets for stormwater service. The streets, while providing stormwater conveyance, are large contributors of stormwater runoff that must be managed – requiring funding from the street / road fund or, in the absence of charges to that fund, other stormwater ratepayers. Streets and road capital projects typically contribute significant improvements to the stormwater system beyond just that required to convey the runoff from the street or road surfaces. In 2012 (Ordinance 21012-16) City Council took action to exempt all city, state and private roads from the assessment of stormwater rates.

Application of the current rates to properties that include fields, pastures, open spaces, meadows and other areas of cleared land has proven to be difficult due to wording in the City Code that appears to introduce some subjectivity in applying the rates. Simplification and clarified wording in the code is needed to ensure rates are applied fairly and objectively across all cleared and/or developed land.

Comparable City Rates

Although most cities have slightly different methods of applying rates and discounts to the rate, most use the single-family ERU of 3,000 sf of impervious surface as the basis for their rate design. A recent survey of comparable city monthly unit rates shown as an annual total is below:

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<u>City</u>	<u>Population</u>	<u>Annual Single Family</u>		<u>Approved Future</u>	
			<u>ERU Fee</u>		<u>Increased Fee</u>
Bainbridge Island	23,380	\$	146.76	\$	146.76
Bremerton	39,190	\$	117.96	\$	117.96
Burien	46,022	\$	151.00	\$	151.00
Des Moines	29,290	\$	128.76	\$	241.68
DuPont	7,930	\$	87.00	\$	87.00
Edmonds	40,900	\$	116.28	\$	116.28
Gig Harbor	7,520	\$	155.10	\$	232.74
Lake Forest Park	12,680	\$	170.76	\$	191.76
Mercer Island	22,890	\$	367.68	\$	367.68
Mukilteo	20,150	\$	94.20	\$	94.20
Newcastle	10,640	\$	159.36	\$	159.36
Normandy Park	6,540	\$	192.00	\$	192.00
Oak Harbor	23,420	\$	137.40	\$	137.40
Olympia	45,500	\$	137.40	\$	137.40
Port Angeles	19,380	\$	144.00	\$	144.00
Port Orchard	10,910	\$	84.00	\$	192.00
Poulsbo	8,955	\$	128.64	\$	128.64
Shoreline	54,580	\$	141.00	\$	141.00
Snohomish	9,220	\$	150.60	\$	172.44
Snoqualmie	10,670	\$	133.20	\$	232.32
Steilacoom	6,300	\$	174.96	\$	174.96
University Place	31,550	\$	191.15	\$	191.15
Kitsap County	<u>168,865</u>	\$	<u>78.00</u>	\$	<u>96.00</u>
	Average	\$	147.27	\$	167.21
	Median	\$	141.00	\$	151.00

There is limited information on whether cities may be considering or have already approved future rate increase.

Other Rate Proposals

In 2011 the City Utilities Advisory Committee (UAC) recommended that the City Council amend and restate BIMC chapter 13.24 to restructure, revise and clarify the fees chargeable by the Storm and SSWM utility (Appendix 13).

The UAC recommended the following changes:

1. Undeveloped parcels and parcels with less than 500 square feet of "Hard Impervious Surface" should be exempt from SSWM fees.
2. The term "Hard Impervious Surface" shall replace the term "Impervious Surface", and shall mean a hard surface (such as a building or structure, roof, or hard-surface paving material, etc.) that is impervious to water, but the definition will expressly exclude partially-pervious surfaces such as gravel,

- pervious pavers, pervious concrete, pervious blacktop, lawns, turfs, or compressed soils.
3. An "Equivalent Residential Unit" factor ("ERU Factor") shall, as before, be 3,000 sq. feet.
 4. The City Council shall determine for each calendar year a "SSWM ERU Rate", which shall be expressed as a fee per annum per ERU.
 5. In general, the SSWM fee for each parcel other than a single-family residential parcel shall be determined as follows:
 - Square feet of Hard Impervious Surface
 - Divided by the ERU Factor
 - Times the SSWM ERU Rate for the year
 - Times 30%, if the parcel is Low Intensity (Le. less than 15% Hard Impervious Surface)
 - Times 50%, if an applicable SSWM discount applies.
 6. Applicable discounts include:
 - Certain 50% discounts available to parcels other than Single-Family Residences: e.g., for practices of storm water management, low impact development and the like, or for properties governed by a NPDES permit, which therefore exhibit features that the City seeks to encourage.
 - Certain 50% discounts on residential properties for certain low-income owners, or for rental accommodation created to assist income-qualified tenants.

There was no financial analysis done at the time to determine whether the proposal would increase or decrease utility revenue. This analysis would have to start with re-measuring many of the developed island parcels to evaluate the rate factors recommended, so the accurate resulting number of ERU's is known. Once ERU's are known, then the unit rate (\$/ERU) can be calculated for any rate scenario, in order to fully fund program costs, or to identify program costs that must be cut to allow the utility to operate within the unit rate approved by City Council.

Appendix 14 shows a listing of island parcels that currently do not have any SSWM fees being charged to them. While several property classes would not be expected to have impervious surfaces (e.g., Undeveloped Land), there are other classes that would be expected to have impervious surfaces, and therefore would be subject to application of SSWM fees. These parcels should be researched similarly to the re-measuring as discussed above.

Financial Performance

The following table summarizes the annual financial performance of the enterprise over the past five years. The table indicates annual cash flow performance not including any reserve fund transactions or balances.

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STORM WATER		2010	2011	2012	2013	2014
Revenues		Year End	Year End	Year End	Year End	Budget
	Storm Water Rate Revenue	\$ 2,363,138	\$ 2,353,616	\$ 1,967,934	\$ 2,004,581	\$ 2,083,279
	Grants	\$ 50,481	\$ 43,507	\$ 52,019	\$ 129,978	\$ 343,000
	Other Operating Revenue	\$ 8,611	\$ 750	\$ 7,903	\$ (5,633)	\$ -
	Operating Reserve interest	\$ 4,973	\$ 5,988	\$ 3,334	\$ 5,681	\$ 3,060
Total		\$ 2,427,203	\$ 2,403,861	\$ 2,031,190	\$ 2,134,608	\$ 2,429,339
Expenses						
	Labor	\$ 1,049,820	\$ 924,417	\$ 1,136,196	\$ 973,613	\$ 1,051,820
	Operating Expenses	\$ 180,479	\$ 228,609	\$ 223,737	\$ 256,965	\$ 249,217
	Taxes, Insurance, IF Charges	\$ 351,508	\$ 310,624	\$ 286,982	\$ 298,473	\$ 288,452
	Professional Services	\$ 290,833	\$ 238,000	\$ 336,919	\$ 251,535	\$ 224,261
SubTotal		\$ 1,872,640	\$ 1,701,650	\$ 1,983,834	\$ 1,780,586	\$ 1,813,751
Capital Expenses						
	Debt Service and Interest	\$ 54,711	\$ 54,458	\$ 54,204	\$ 59,531	\$ 53,697
	Equipment	\$ 6,203	\$ 9,723	\$ 9,583	\$ -	\$ 88,000
	Capital Labor and Other	\$ 22,569	\$ 99,561	\$ 50,626	\$ 37,808	\$ 38,625
	Project Expenses	\$ 142,363	\$ 129,529	\$ 74,564	\$ 287,632	\$ 815,427
SubTotal		\$ 225,847	\$ 293,270	\$ 188,977	\$ 384,971	\$ 995,748
Total Expenses		\$ 2,098,487	\$ 1,994,921	\$ 2,172,811	\$ 2,165,557	\$ 2,809,499
Cash Flow Surplus (Deficit)		\$ 328,716	\$ 408,940	\$ (141,621)	\$ (30,949)	\$ (380,160)

Significant points to be made from analysis of the overall financial trends and performance over the past five years include:

- Rate revenue declined beginning in 2012 by over \$300K/year reflecting the decision to no longer assess City streets;
 - This caused negative cash flows and the need to draw from Reserve funds in 2012/13
- A significant increase in Capital Project expenses in 2014 (\$815K) caused the negative cash flow to increase significantly (\$380K);
 - DOE grants helped partially offset these higher Capital project costs (\$343K);
- Labor costs (which includes benefits) have remained flat over this period;
- Other Operating Expenses have risen 38% over the five years (approximately 8.3%/year);
- Professional services in 2014 are approximately 20% below the prior 4-year average (\$279K/yr);
- At current rate revenue and current cost structure, the Utility could support approximately \$125K per year in Capital project costs;
 - Grant funding could help leverage these funds by using the Utility funds for any required match.

Projected Financial Performance

The below table projects the current budget year forward for a total period of five years. Inflation factors have been included to accelerate some costs:

UAC DRAFT - OCTOBER

- Labor costs 2.5% per year
- Revenue 2% per year
- Other Expenses 1% per year

Capital equipment and project costs have been included to reflect the results of the most recent Stormwater Needs Assessment and update to the Capital Improvement Plan (CIP). Grant revenues are projected based on intent to apply for grant funding on projects indicated in the CIP.

STORM WATER	2014	2015	2016	2017	2018
Revenues	Budget	Projected	Projected	Projected	Projected
Storm Water Rate Revenue	\$ 2,083,279	\$ 2,124,945	\$ 2,167,443	\$ 2,210,792	\$ 2,255,008
Grants*	\$ 343,000	\$ 55,500	\$ 577,500	\$ 867,000	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Reserve interest	\$ 3,060	\$ 3,060	\$ 3,060	\$ 3,060	\$ 3,060
Total	\$ 2,429,339	\$ 2,183,505	\$ 2,748,003	\$ 3,080,852	\$ 2,258,068
Expenses					
Labor	\$ 1,051,820	\$ 1,078,116	\$ 1,105,069	\$ 1,132,696	\$ 1,161,013
Operating Expenses	\$ 249,217	\$ 251,709	\$ 254,226	\$ 256,768	\$ 259,336
Taxes, Insurance, IF Charges	\$ 288,452	\$ 288,452	\$ 288,452	\$ 288,452	\$ 288,452
Professional Services	\$ 224,261	\$ 224,261	\$ 224,261	\$ 224,261	\$ 224,261
SubTotal	\$ 1,813,751	\$ 1,842,538	\$ 1,872,008	\$ 1,902,177	\$ 1,933,062
Capital Expenses					
Debt Service and Interest	\$ 53,697	\$ 53,697	\$ 53,697	\$ 53,697	\$ 53,697
Equipment	\$ 6,203	\$ 29,000	\$ 179,000	\$ 98,000	\$ 31,000
Capital Labor and Other Capital Costs	\$ 38,625	\$ 38,625	\$ 38,625	\$ 38,625	\$ 38,625
Project Expenses	\$ 815,427	\$ 833,000	\$ 1,550,000	\$ 1,747,000	\$ 692,000
SubTotal	\$ 913,951	\$ 954,322	\$ 1,821,322	\$ 1,937,322	\$ 815,322
Total Expenses	\$ 2,727,702	\$ 2,796,860	\$ 3,693,330	\$ 3,839,499	\$ 2,748,384
Cash Flow Surplus (Deficit)	\$ (298,363)	\$ (613,355)	\$ (945,326)	\$ (758,646)	\$ (490,316)
Storm Water Rate Adjustments					
Max Revenue Deficit	\$ (298,363)	\$ (613,355)	\$ (945,326)	\$ (758,646)	\$ (490,316)
Net Revenue from Prior Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
us: Adjustment for Incremental Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Net Revenue Adjustment Requirement	\$ (298,363)	\$ (613,355)	\$ (945,326)	\$ (758,646)	\$ (490,316)
Rate Revenue Requirement	\$ 2,381,642	\$ 2,738,300	\$ 3,028,605	\$ 2,883,591	\$ 2,657,759
Annual Rate Adjustment Required	14%	29%	44%	34%	22%

The analysis shows that with the current program level of service, the results of the capital Needs Assessment, and assumed growth projections the Stormwater Utility has a projected rate revenue deficit every year in this period ranging from 14% to 44%. Applied to current ERU rate (\$147.76/year) the required annual rate would be a minimum of \$167.31 (\$20.55/year increase) to a maximum of \$211.33 (\$64.57/year increase).

Other Stormwater Funding Sources

Other, secondary, funding sources include:

- Street / Road Fund
- General Fund
- Grants
- Conventional Debt Instruments (bonds, loans, etc.)
- Special Assessments / Local Improvement Districts
- Special Fees
- Capital Facilities Charges

The vast majority of the stormwater programs costs are recovered through stormwater utility rates. There are other, secondary, funding sources available, with varying degrees of applicability, for stormwater management.

- Street / road fund. In the absence of stormwater utilities, city street funds could be used for stormwater purposes on the basis that portions of many drainage systems have been built by street and road projects and maintenance in the right of way is provided by the same the department, Public Works.
- General fund. Property tax revenues is the primary source of general fund resources in the city, and use of general fund money is mostly unrestricted, and thus could be to fund stormwater management in the absence of a stormwater utility. General fund resources are subject to many competing demands, and may not be considered a reliable source for ongoing funding.
- Conventional debt instruments. The most commonly used long-term debt instruments are revenue and general obligation bonds. These sources are available for capital funding only, not operations. Revenue bonds are the most common source of funds for construction of major utility improvements.
- Special grants and loans. Some state and federally administered grant and loan opportunities are available. Most are provided for capital funding only, but the Washington DOE has issued “capacity” grants in the first years of the NPDES Permit issuance in order to help jurisdictions “stand-up” their programs.
- Public Works Trust Fund –Water, sewer, storm, roads, bridges and solid waste/recycling are eligible and funds may be used for repair, replacement, rehabilitation, reconstruction and including reasonable growth (generally the 20-year growth projection in the comprehensive plan). PWTF loans are usually available at interest rates of 0.5%, 1% and 2% with the lower interest rates given to applicants who pay a larger share of the total project costs, although the program has been experiencing changes in recent years.
- Special assessments / local improvement districts. Most commonly structured as local improvement districts (LIDs), these funding mechanisms assess individual properties benefited or served by a specific capital improvement for a share of the cost of that facility. Special benefit must be demonstrated by an increase in assessed valuation due to the improvement, often a difficult linkage to demonstrate for stormwater improvements. These have not been used for stormwater projects in the city.

- Special fees. Direct charges / fees may be used to recover the direct costs for services performed for a customer or class of customers not generally related to the overall service charge – such as development inspections.
- Capital facilities charges. Capital, or general, facilities charges are authorized for cities under RCW 35.92.025. Capital facilities charges are one-time charges imposed as a condition of development, and are designed to recover from growth an equitable share of the cost of capital investment incurred by the utility. Revenues from such charges are dependent on growth and are available for capital purposes only. These have not been used in the city.

Legend - NPDES Phase II Permit Implementation



Effective Date & Expiration Date of Permit



Removed from Permit



Permit Deadlines



On - Going Permit Requirements



Benchmarks for Task Completion



Completed Tasks

- Tasks already completed through existing programs.



Partially Completed Task

- Tasks partially completed through existing programs.

Appendix 2 - SSWM FTE 2014

10/27/2014

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COUNCIL MEMBER	Council	-	0	1	No SSWM allocation	N/A
COURT ADMISTRATOR	Court	-	0	1	No SSWM allocation	N/A
COURT CLERK	Court	-	0	0.8	No SSWM allocation	N/A
COURT CLERK	Court	-	0	0.8	No SSWM allocation	N/A
COURT SECURITY	Court	-	0	0.75	No SSWM allocation	N/A
JUDGE	Court	-	0	0.5	No SSWM allocation	N/A
SENIOR COURT CLERK	Court	-	0	1	No SSWM allocation	N/A
CITY MANAGER	Executive	0.04	0.044	1.00	FTE, Community Support, Executive Support	Council and community communication and support, general oversight, capital projects oversight, budget development
DEPUTY CITY MANAGER	Executive	0.03	0.038	0.75	FTE, Budgeted Operating Expenses, Community Support	Capital project planning, strategic planning, community communication
EXECUTIVE ASST/SR HR	Executive	0.05	0	1.00	No SSWM allocation	N/A
CITY ATTORNEY	Executive	0.07	0.070	1.00	Litigation Exp, Risk Mgmt, City Manager Allocation	Legal advice and consultation, legal representation
PARALEGAL	Executive	0.03	0.030	1.00	Council Support, Contract Mgmt, Real Property, Public Records	Contract review, public records requests
HR MANAGER	Executive		0.051	1.00	FTE	HR tasks (hiring, performance management, safety committee), external communications, scheduling
CITY CLERK	Executive	0.03	0.030	1.00	Council Support by Fund, Public Records	Council agenda and minutes, filings, public records requests
ACCOUNTING MANAGER	Finance	0.06	0.060	1.00	Budgeted Operating Exp, JE's, Grants, Long-Term Debt, Acct Mgmt FTE	Required financial reporting, grant reporting, invoice payment, payroll processing
ACCTG TECH	Finance	-			No SSWM allocation	N/A
ADMIN SECRETARY DEPT	Finance	0.02	0.021	1.00	Records Mgmt, Public Records Request, General Admin, Council Agenda Items, Utility Advisory	Public records requests, records management/retention, UAC meeting support
BUDGET MANAGER	Finance	0.08	0.088	1.00	FTE, Budgeted Operating Expenses	Budget preparation, budget monitoring, HR tasks and support
DIRECTOR FINANCE	Finance	0.04	0.040	0.80	Budgeted Op Exp, QTR Reporting, Capital, Projects, Legal Issues/Risk Mgmt, Cash Mgmt, Council and Committee Support, Staff Mgmt, HR, Public Records	Financial reporting oversight, budget development, ongoing monitoring, quarterly reporting to Council and community, public records request response, HR oversight

Appendix 2 - SSWM FTE 2014

10/27/2014

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
FISCAL SPECIALIST 1	Finance	0.07	0.086	1.00	Budgeted Operating Exp, FTE	Payroll processing; budget data entry, budget adjustment data entry.
FISCAL SPECIALIST 1	Finance	0.05	0	-		
SR ACCTG TECHNICIAN	Finance	0.03	0.030	1.00	AP, Front Desk	Invoice processing
SR ACCTG TECHNICIAN	Finance	-			No SSWM allocation	N/A
SR FINANCIAL ANALYST	Finance	0.07	0.080	1.00	Budgeted Operating Exp, Cost Allocation, QTR reporting, Capital, Cash Mgmt	Quarterly monitoring/forecasting, monthly cash flow reporting, financial statement preparation, budget development, revenue forecasting
CHIEF OF POLICE	Police	-			No SSWM allocation	N/A
EVIDENCE TECHNICIAN	Police	-			No SSWM allocation	N/A
PARKING ENFORCEMENT	Police	-			No SSWM allocation	N/A
PARKING ENFORCEMENT	Police	-			No SSWM allocation	N/A
POLICE COMMANDER	Police	-			No SSWM allocation	N/A
PS ADMIN COORDINATOR	Police	-			No SSWM allocation	N/A
SR POLICE CLERK	Police	-			No SSWM allocation	N/A
SR POLICE CLERK	Police	-			No SSWM allocation	N/A
DETECTIVE	Police	-			No SSWM allocation	N/A
DETECTIVE	Police	-			No SSWM allocation	N/A
LIEUTENANT	Police	-			No SSWM allocation	N/A
LIEUTENANT	Police	-			No SSWM allocation	N/A
LIEUTENANT	Police	-			No SSWM allocation	N/A
LIEUTENANT	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
OFFICER	Police	-			No SSWM allocation	N/A
HARBORMASTER	Police	0.04	0.038	1.00	Allocation represents time related to water quality review	
ADMIN SECRETARY DEPT	PCD	-			No SSWM allocation	N/A
ADMIN SECRETARY DIV	PCD	-			No SSWM allocation	N/A
COMM DEV ADMINSTRATR	PCD	0.05	0	-	Allocation is representative of the staff this position oversees	Plan review, code interpretation, staff oversight.

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
DEVELOPMENT ENGINEER	PCD	0.05	0	-	Allocation reflects the time associated with the review and inspection of privately constructed public facilities associated with short plats,	Review plans, coordinate with private design engineers, coordinate site inspections with Public Works.
DEVELOPMENT ENGINEER	PCD	0.05	0.050	1.00	Allocation reflects the time associated with the review and inspection of privately constructed public facilities associated with short plats,	Review plans, coordinate with private design engineers, coordinate site inspections with Public Works.
DIRECTOR PCD	PCD	-			No SSWM allocation	N/A
SPECIAL PROJ PLANNER	PCD	-			No SSWM allocation	N/A
BUILDING INSPECTOR	PCD	0.01	0.010	1.00	Allocation represents time spent inspecting and observing on-site construction stormwater issues.	Required site inspections.
BUILDING INSPECTOR	PCD	0.01	0.010	1.00	Allocation represents time spent inspecting and observing on-site construction stormwater issues.	Required site inspections.
BUILDING INSPECTOR	PCD		0.010	1.00	Allocation represents time spent inspecting and observing on-site construction stormwater issues.	Required site inspections.
BUILDING OFFICIAL	PCD	0.01	0.010	1.00	Allocation represents time managing processes associated with building and planning permit reviews that involve connections to the SSWM	Required site inspections.
PERMIT SPECIALIST	PCD	0.01	0.010	1.00	Time spent accepting, processing and coordinating building and planning permits that involve connections to the City's SSWM system	Permit processing related to connections to the City's SSWM system.
SR PLAN CHECK ENG	PCD	-	-		No SSWM allocation	N/A
ADMIN SECRETARY DIV	PCD	-	-		No SSWM allocation	N/A
PERMIT SPECIALIST	PCD		0.010	1.00	Time spent accepting, processing and coordinating building and planning permits that involve connections to the City's SSWM system.	Permit processing related to connections to the City's SSWM system.

Appendix 2 - SSWM FTE 2014

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
ASSOC PLANNER Current	PCD	0.01	0.010	1.00	Allocation based on NPDES permit requirement that planners perform a site visit of any newly development property with an active permit prior to construction.	Site visit and review
Assoc PLANNER CURRENT	PCD	0.01	0.010	1.00	Allocation based on NPDES permit requirement that	Site visit and review
ASSOC PLANNER CURRNT	PCD	0.01	0.01	1.00	Allocation based on NPDES permit requirement that	Site visit and review
CURRENT PLANNING MGR	PCD	0.01	0.01	1.00	Allocation is representative of the staff this position oversees	Staff oversight
PLANNER CURRENT	PCD	0.01	0.01	1.00	Allocation based on NPDES permit requirement that	Site visit and review
ASSOC PLANNER LNG RN	PCD	-	-		No SSWM allocation	N/A
ASSOC PLANNER LNG RN	PCD	-	-		No SSWM allocation	N/A
LONG RG PLANNING MGR	PCD	-	-		No SSWM allocation	N/A
PLANNER CURRENT	PCD	-	-		No SSWM allocation	N/A
CODE ENFORCEMENT OFF	PCD	0.03	0.030	1.00	Allocation based on follow up on construction stormwater issues, and responding to stormwater-related code complaints.	Site visit, code enforcement actions, customer contact and outreach, complaint resolution
ADMIN SECRETARY DEPT	PW	0.05	0.050	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Capital project bid management, Council material support and agenda bills, grant paperwork
DIRECTOR PUBLIC WORKS	PW	0.10	0.100	1.00	Allocation is based on historic level of effort by task provided by the employees in this department	Oversight of operations and capital projects, Council and community communications, strategic planning, communication w/state agencies, budget development and monitoring
ADMIN SECRETARY DIV	PW	0.23	0.230	1.00	Allocation is based on historic level of effort by task provided by the employee	Capital project bid management, invoice processing, grant paperwork support, budget adjustment preparation

Appendix 2 - SSWM FTE 2014

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
ADMIN SECRETARY DIV	PW	0.23	0.230	1.00	Allocation is based on historic level of effort by task provided by the employee	Public records requests, coordinate inspections for right of way permits, capital project bid management
CAPITAL PROJ COORD	PW	0.62	0.620	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Project design and management
CONSTRUCTION INSPECT	PW	0.10	0.100	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Inspection of construction sites, both public and private
ENGINEER 1	PW	0.90	0.900	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Program management, site inspections, regulatory compliance
ENGINEER 2	PW	0.15	0.150	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Capital planning, project management, plan review for public projects
ENGINEERING MANAGER	PW	0.25	0.250	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Capital planning, project management, plan review for public projects, staff supervision
ENGNRNG SPEC-WTR RES	PW	0.88	0.880	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Ground water monitoring and reporting
PROJECT MANAGER 2	PW	0.05	0.050	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Capital planning, project management

Appendix 2 - SSWM FTE 2014

10/27/2014

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
PW ADMIN COORDINATOR	PW	0.20	0.200	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Capital project invoice coordination, grant management, staff supervision
SURV, SSW TECHNICIAN	PW	0.70	0	-	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Survey of utility assets and project sites, capital design support
SURVEY PROGRAM MGR	PW	0.27	0.270	1.00	Allocation is based on historic level of effort by task provided by the employee and supervisor and project direct charging	Survey of utility assets and project sites, capital design support, public records requests, recording legal documents
ADMIN SECRETARY DIV	PW	0.13	0.130	1.00	Allocation is based on historic level of effort by task provided by the employee	Work order management, staff support
MAINTENANCE TECH II	PW	0.90	0.900	1.00	Work order based	Repair, maintenance, response to storm events
MAINTENANCE TECH II	PW	0.90	0.900	1.00	Work order based	Repair, maintenance, response to storm events
MAINTENANCE TECH II	PW	0.90	0.900	1.00	Work order based	Repair, maintenance, response to storm events
MAINTENANCE TECH II	PW	0.15	0.150	1.00	Work order based	Repair, maintenance, response to storm events
MAINTENANCE TECH II	PW	-	-		No SSWM allocation	N/A
MAINTENANCE TECH II	PW	-	-		No SSWM allocation	N/A
MAINTENANCE TECH II	PW	-	-		No SSWM allocation	N/A
MAINTENANCE TECH II	PW	-	-		No SSWM allocation	N/A
MAINTENANCE TECH III	PW	0.90	0.900	1.00	Work order based	Repair, maintenance, response to storm events
MAINTENANCE TECH III	PW	-	-		No SSWM allocation	N/A
MAINTENANCE TECH III	PW	-	-		No SSWM allocation	N/A
MECHANIC II	PW	0.17	0.170	1.00	Work order based	Vehicle and equipment repair and maintenance
MECHANIC III	PW	0.17	0.170	1.00	Work order based	Vehicle and equipment repair and maintenance
PUBLIC WORKS MANAGER	PW	0.13	0.130	1.00	Allocation is based on historic level of effort by task provided by employees and supervisor	Oversight of utility infrastructure, asset management, prioritizing capital projects, coordinating w/management entity

Appendix 2 - SSWM FTE 2014

10/27/2014

Position Title	Dept	2013 SSWM FTE	2014 SSWM FTE	2014 total FTE	2014 Allocation Factors for each position	2014 Tasks performed
PW SUPERVISOR	PW	0.12	0.120	1.00	Allocation is based on historic level of effort by task provided by employees and supervisor	Supervision, work load scheduling, oversight
SIGNS & MARK SPEC II	PW	-	-		No SSWM allocation	N/A
TREAT PLANT OPER II	PW	-	-		No SSWM allocation	N/A
TREAT PLANT OPER II	PW	-	-		No SSWM allocation	N/A
TREAT PLANT OPER III	PW	-	-		No SSWM allocation	N/A
UTIL STR PROJ COORD	PW	0.06	0.060	1.00	Work order based	Equipment planning and purchase, water backflow testing program, plan review, coordination with Planning
CAD/GIS SPECIALIST	IT	0.05	0.050	1.00	Map requests, zoning updates, culvert program, infrastructure update, various specific projects	Maintain and update GIS records, projects as assigned
IT MANAGER	IT	0.09	0.090	1.00	Average between determined allocations supporting programs/functions/divisions within department	Coordinating network access for telemetry, support technology upgrades, staff oversight
SENIOR IT SPECIALIST	IT	0.11	0.110	1.00	Based on FTE support provided for computers, phones, other technical support	Coordinating network access for telemetry, support technology upgrades
SENIOR IT SPECIALIST	IT	0.06	0.055	0.50	Based on FTE support provided, number of MUNIS users, Work Order Maintenance, Laserfische Connections, Bid Mgmt	Support technology upgrades, web information, staff support
SYSTEMS ADMINISTRATOR	IT	0.05	0.045	0.50	Based on FTE support provided, number of MUNIS users, Work Order Maintenance, Laserfische Connections, Bid Mgmt	MUNIS structure, capital expense maintenance
		10.59	9.8055			

Appendix 3 – O&M Work Plan

City of Bainbridge Island Public Works Operations and Maintenance Division
Surface and Stormwater Management Maintenance Work Unit 2014 Annual Work Plan

Activity	Permit Reference	Schedule	Description	Measures
Management	S5.C.5.i	Ongoing	Operational planning, coordination, and reporting.	<ul style="list-style-type: none"> • Deliver 2014 work plan • Manage expenses within budget
Administrative Support		Ongoing	Customer, crew, and staff support.	<ul style="list-style-type: none"> • Work order, purchase order creation, tracking, and reporting • Timesheet tracking and reporting
Fleet and Equipment Support		Ongoing	Equipment procurement, maintenance, and repair.	<ul style="list-style-type: none"> • Maintain and repair SSWM vehicles and equipment • Procure one medium duty and one heavy duty truck
Training, Meetings, and Certifications	S5.C.5.g	Ongoing	Organizational meetings, general vocational training, and targeted stormwater training.	<ul style="list-style-type: none"> • Maintain required certifications and training • Conduct and document 4 stormwater specific training sessions
Spoils Disposal Alternatives Review		Jan - Dec	Provide sampling and testing records, develop standard operating procedures.	<ul style="list-style-type: none"> • Permitted reclamation site in service
Hazwoper Training		March	Attend 40-hr Hazwoper training, required to take over landfill well monitoring responsibilities. Will provide improved IDDE and spill response capabilities.	<ul style="list-style-type: none"> • Two O&M personnel trained • Certificates of training received
Stormwater Pollution Prevention Plan (SWPPP) Inspection and Maintenance	S5.C.5.h	Ongoing	Periodic facility monitoring, biannual inspections, and annual catch basin cleaning.	<ul style="list-style-type: none"> • Periodic monitoring performed • Dry weather and wet weather inspection complete • Annual catch basin cleaning complete
Decant Facility Operations	G10	Ongoing	Spoils sampling, testing, records management and regulatory compliance. On average 2500 are processed through the facility each year.	<ul style="list-style-type: none"> • Records up to date • Satisfactory annual KPHD inspection
Spoils Hauling		Ongoing	Spoils hauling, disposal, and records management.	<ul style="list-style-type: none"> • Records up to date • Spoils transferred within 90 days
Street Sweeping	S5.C.5.f	Periodic	Sweeping activities for downtown area, fall leaf removal, winter sand removal, and periodic construction track out control.	<ul style="list-style-type: none"> • Street sweeping completed • Street sweeping tracking records updated
Illicit Discharge Detection and Elimination (IDDE) and Spill Response	G3 S5.C.3.d	Periodic	Illicit discharge and spill response sampling, testing, clean up, and mitigation activities in coordination with internal and external personnel.	<ul style="list-style-type: none"> • Illicit discharges and spills controlled and cleaned up
Annual Roadway Culvert and Ditch Line Maintenance	S5.C.5.f	Jan - Apr	Inspect 25% of all culverts and open conveyance and clean as required.	<ul style="list-style-type: none"> • Inspections completed • Culverts cleaned • Ditches and open conveyance cleaned
Annual Catch Basin and Pipe Line Maintenance	S5.C.5.d	Apr - May	Inspect 25% of all catch basins and clean as required.	<ul style="list-style-type: none"> • Inspections completed • Catch basins cleaned • Closed conveyance cleaned
Annual Water Quality Vault and Detention Tank Maintenance (17 tanks, 13 vaults)	S5.C.5.b	May - June	Annual inspection and control structure cleaning.	<ul style="list-style-type: none"> • Inspections completed • Structures cleaned
Vincent Road Landfill Monitoring		June and December	Collect, test, and record landfill well monitoring samples.	<ul style="list-style-type: none"> • June sampling, testing, and records keeping completed • December sampling, testing, and records keeping completed
Annual Storm Pond and Bioswale Maintenance (42 ponds, 8 bioswales)	S5.C.5.b	June - July	Annual inspection, control structure cleaning, and vegetation control.	<ul style="list-style-type: none"> • Inspections completed • Structures cleaned • Vegetation removed
Major Maintenance and Repair Projects	S5.C.5.a.ii	Aug - Nov	Perform Zone 4 ditching and culvert replacements and clean sediment from Ledgestone Loop stormwater pond.	<ul style="list-style-type: none"> • Zone 4 ditching and culvert work complete • Ledgestone Loop pond debris removed
Catch Basin Trouble Spot Inspection	S5.C.5.c	Oct	Inspect and clean trouble spots prior to rainy season.	<ul style="list-style-type: none"> • Inspection and cleaning complete
Storm Response and Recovery	S5.C.5.c	Nov - Mar	Spot inspection of all stormwater facilities and a thorough inspection of trouble areas including catch basins, culverts, detention tanks, water quality vaults, and storm ponds.	<ul style="list-style-type: none"> • Conveyance and treatment systems clear and operational • No flood damage • Storm check list completed
Construction/Customer Support		Periodic	Storm infrastructure utility locates, investigation, and inspection.	<ul style="list-style-type: none"> • No stormwater infrastructure broken or damaged by construction

LOVGREEN ROAD PIT

Background information



03-27-2014 DATE	092502-4-002-2006 Lovgreen Pit Site	 <p>CITY OF BAINBRIDGE ISLAND PUBLIC WORKS ENGINEERING DEPARTMENT</p>
1 NUMBER	S09, T25, R2E, W.M.	



092502-4-002-2006

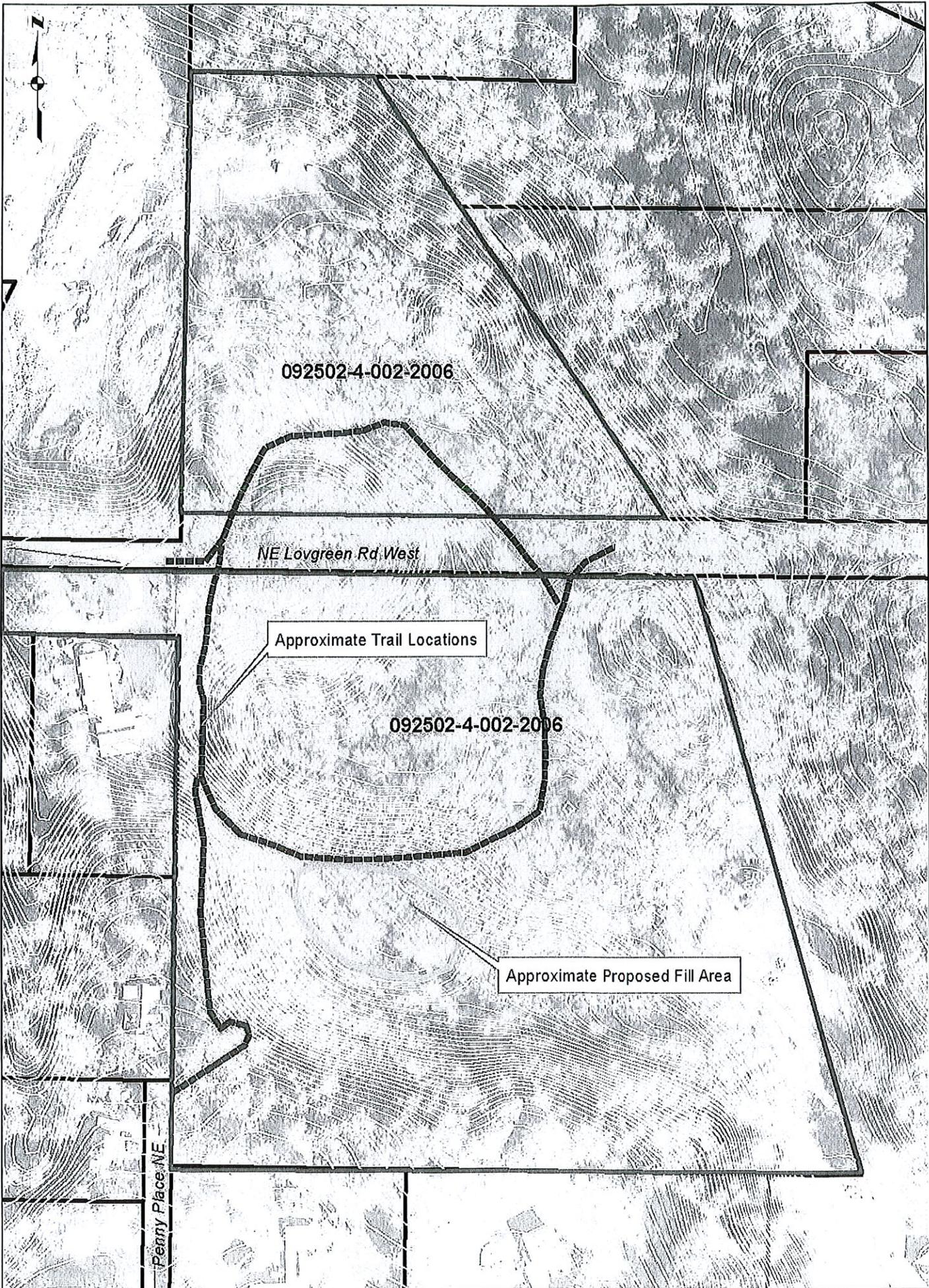
NE Lovgreen Rd West

Approximate Trail Locations

092502-4-002-2006

Approximate Proposed Fill Area

Penny Place NE



3. **Lovgreen Pit (Parcel No. 092502-4-002-2006)**

- a. Description of the location and size of the property: This is a 14.39 acre parcel at the end of NE Lovgreen Road.
- b. Description of the circumstances under which the property was obtained: The property was acquired under a real estate contract with Kitsap County dated August 13, 2001 that included two other parcels. The City paid \$300,000 for the three properties over a ten-year period. The City made the final payment for the properties and received title on December 22, 2010.
- c. Description of the funds used to acquire the property: General Fund.
- d. Recommendation as to which fund the proceeds from its sale should be credited: While no monetary compensation would be paid by the Park District, the City would avoid substantial operations, maintenance, legal and liability expenses by transferring the property to the Park District.
- e. Description of what municipal use the property has been put to in the past, if any, and what use, if any, for which it might be held: The property is currently not used. The Lovgreen Pit site was historically used to mine gravel for road construction purposes. Active mining operations ceased in approximately 1992. The site is burdened by easements in favor of the KPUD (as successor to North Bainbridge Water Company) for several wellheads, as well as for placement and maintenance of a water main. The site was the subject of a Level III environmental assessment performed by Golder and Associates of Seattle which resulted in the issuance to Kitsap County of a "No Further Action Letter." In 2004, the Washington State Department of Natural Resources terminated the Surface Mine Reclamation Permit and confirmed that the reclamation was satisfactory and met the needs of the amended reclamation plan and the requirements of Chapter 78.44 RCW. The parcel's use was declared as "Park – Open Space." In 2005, the City requested cancellation of the Sand and Gravel General Permit with Department of Ecology for the site. At the time the permits were terminated, the City was working with the Park District on a long-term lease allowing the Park District to develop, use and maintain the site. A Park District committee recommended in a March 17, 2000 report that the Park District acquire the site, but the City acquired it instead as part of a multi-parcel transaction. The sublease with the Park District was put on hold pending settlement of the reclamation issues and not picked up again afterwards as Public Works considered using the property for clean road spoils. In 2011, City Council included the property in a surplus resolution and authorized its transfer to the Park District pursuant to Resolution No. 2011-16.
- f. The date of any and each prior appraisal of the property, and the value determined by each such appraisal: There was no appraisal of the property prior to its purchase.
- g. Estimation of value (pre-appraisal) of the property: The assessed land value of the parcel is \$378,050.

- h. Whether an appraisal is recommended and the type of appraisal: An appraisal is not necessary in connection with a transfer of park/open space to the Park District.
- i. Whether the property is usable by abutting owners or is of general marketability. Not applicable.
- j. Whether special consideration ought to be given to some other public agency that has a use for the property: City Council approved the transfer or lease of the parcel to the Park District on May 14, 2003 and authorized its transfer in a surplus resolution on August 10, 2011.
- k. Whether the property should be sold at auction, by sealed bid, by request for proposal (RFP) or by negotiation: Not applicable.
- l. Whether the property should be designated for consideration as Open Space or considered for transfer to the Park District: Yes.
- m. Recommendation as to whether any special covenants or restrictions should be imposed in conjunction with the sale of the property: The standard transfer documents from the City in favor of the Park District include provisions that specify that the land is to be used for park purposes only. A conservation easement may be required at the time the property is transferred or at a future date at the request of the City. Prior to offering, on any terms, any portion of the property, or any interest therein, to any third party, the Park District must first notify the City in writing of the District's intent to transfer any portion of the property and shall offer to re-convey the property to the City, without monetary remuneration or additional consideration.
- n. If owned by a City utility, recommendation as to whether the property should be sold or transferred to the City's General Fund prior to being conveyed or sold to a third party: Not applicable.

LOVEGREEN PIT SPOILS RECLAMATION SITE
 DRAFT PRELIMINARY SUMMARY 040414

Summary

- 1 Initial proposal includes reclamation of shoulder and ditching spoils only
- 2 Potential lifecycle 10 plus years - requires survey for accurate estimate
- 3 Potential to use the site jointly with Parks District
- 4 Concept potentially feasible, some regulatory requirements to be determined

Major Concerns

- 1 KPUD wellhead protection
- 2 Connectivity between spoils, retention pond, springs, and creek
- 3 Joint use of site with Parks District

Work In-progress

- 1 Review available records - done
- 2 Review county reclamation plans, history, and sites - done
- 3 Compile spoils records - done
- 4 Compile preliminary costs/savings - done
- 5 Confirm there are no DNR reclamation requirements - initial conversations indicated no DNR requirements
- 6 Determine KPUD well head protection requirements - onsite meeting set for week of April 14, 2014
- 7 Determine connectivity with site, springs, and stream - potential road block
- 8 Obtain long term City grade and fill permit - initial conversation done
- 9 SEPA process
- 10 Develop reclamation plan
- 11 Review spoils records and plan with KCHD
- 12 Develop site SWPPP

Site Preparation - One time costs

	Description	Units	Amount	Unit price	Total Cost
1	Gravel Lovgreen approach road from Miller Road	Yds	104	10	1,040
2	Add 4 X 6 rock to pit entrance	Tons	35	35	1,225
3	Gravel on site pit access road	Yds	97	10	970
4	Install signage	Each	5	100	500
5	Clear and prepare disposal area for fill material	Acre	2	5,000	10,000
6	Install fence on lower pit 1:2 south slope	Ft	40	40	1,600
7	Grade and gravel new disposal site and access road	Acre	2	5,000	10,000
8	Create sedimentation pond	Lump sum			4,000
9	Install BMPs	Lump sum			500
10	Develop SWPPP	Lump sum			500
					<u>30,335</u>

LOVEGREEN PIT SPOILS RECLAMATION SITE
 DRAFT PRELIMINARY SUMMARY 040414

Operating Costs/Savings 4/4/14

Ongoing - Annual operating costs

Description	Units	Amount	Unit price	Total Cost
1 Grade spoils material	Labor hrs	64	45	2,880
2 Annual testing	Labor hrs	4	45	180
3 Annual testing	Set	6	600	3,600
4 Records	Labor hrs	48	45	2,160
5 SWPPP inspections (dry and wet weather)	Labor hrs	8	45	360
6 BMP maintenance	Labor hrs	24	45	1,080
7 Revegetation	Labor hrs	24	45	1,080
				<u>11,340</u>

Annual Savings

Base information

- Average round trip to Olympic Transfer Station = 38 mi X 2 = 76 mi
- Average fuel economy = 4.4 mi/gal
- Average 2012 cost per gallon of diesel = \$3.67/gal
- Average transferred per trip = 36 tons
- Average labor per trip = 8 hrs
- Average 7-yr Spoils Profile 23525CV disposal quantity = 2079 tons
- Average 115.5 trips per year
- Average 2014 spoils tipping fee = 41.24/ton

Description	Units	Amount	Unit price	Total Cost
Personnel labor costs	Labor hrs	924	45	41,580
Vehicle fuel costs	Gal	1,995	3.67	7,322
Vehicle depreciation and insurance	Lump sum	10,000	2	20,000
Vehicle maintenance and repair	Lump sum			10,000
Spoils tipping fees	Tons	2,079	41	85,738
				<u>164,640</u>

Total Annual Savings

- Annual Savings
- Less Ongoing - Annual operating costs
- Total Annual Savings

Description	Total Cost
Personnel labor; vehicle fuel, maintenance, depreciation; and tipping	164,640
Site operations, testing, records keeping, and maintenance	11,340
	<u>153,300</u>

Water Resources Program--2015 Workplan			2015 Hours						Mandate/Legal Driver	Funded By
Cycle	Start-End Date	Proj#	Proj Type	Proj Tech	Volunteer	Consultant				
General Elements										
Program Administration & Program Planning (Reporting, Budgets, workplans, etc.)	On-going		400	80	40				Allocation	
Contract Administration (RFQ, negotiation, issuing, contractor meetings, reporting, etc.)	On-going		80	80					Allocation	
Regional Interagency Collaboration (SWG, LR, KPHD, etc.)	On-going		300	40	8				Allocation	
City-wide Technical Support (includes Comprehensive Plan Update)	On-going		450	40					Allocation	
Website Management	On-going		10	10	20				Allocation	
Public Records Info Requests	On-going		40	20	20				Allocation	
GWR Specialist Handbook SOP Development	On-going		20						Allocation	
Quarterly Reporting (IIA, grants, volunteer hours, etc.)	Quarterly		24	4	16				Allocation	
E-file cleanup/restructure/index archive	On-going		20	10					Allocation	
Professional Development Training	Annual		40	80	40				Allocation	
Groundwater Management Program (GMP) Elements									Table 33 USC 1412-1454 (Safe Drinking Water Act)/Table 33 USC 1251-1387 (Clean Water Act)	
Administration										
Groundwater Program History Development	One Time	2015	20						-	
Staff Training (New Tech)	One Time	2015	16	40					-	
Projects										
Hydrogeological Assessment & Model Assessment, Improvement & Implementation	3-5 years	2015	20			500			-	
Groundwater Monitoring										
Water Level Measurements	Monthly	2nd or 3rd week			184				-	
	Annual	Sept			60				-	
Data Management										
Database Development and Management (includes data entry and uploads)	On-going		10	24		20			-	
Data Assessment										
Water Level Fluctuation and Chloride Concentration Assessment	Annual	4th Quarter	40	8					-	
Reporting										
Water Level and Seawater Intrusion Reports	Annual	4th Quarter	20	8					-	
Water Quality and Flow Monitoring Program (WQFMP) Elements									Table 33 USC 1251-1387 (Clean Water Act)/WAC 173-220 (NPDES Stormwater Discharge Permit)	
Administration										
Final Monitoring Plan Review and Update (ETAC Program Review)	5 Years	2015	24						-	
Field Operations Manual - SOP Updates	On-going		8						-	
Staff Training (New Tech)	One Time	2015	40	40					-	
Projects										
Automation Retrofit, Telemetry, and Solar Power	One Time	2015	20	8		300			-	
Automated Flow Meters, Analysis (King County)	One Time	2015	20	8		100			-	
Surface and Stormwater Monitoring										
Stormwater & Tributary Riverine Chloride Monitoring	Monthly	1st or 2nd week	3		12	240			-	
	Annual	Aug	8		27	72			-	
Freshwater Marine Water Targeted Storm Event Monitoring	5 Years	2014-2019							-	
Freshwater Marine Water Sediment Sampling	5 Years	2014							-	
Auto-Flow Station Maintenance and Downloads	Monthly			4	48	24			-	
Weather Station Maintenance	Quarterly					24			-	
Weather Station Downloads	Monthly			8					-	
Manual Instream Flow (engaged streams for pollutant load calculations?)	Monthly	2015?		8	100				-	
Data Management										
WQFMP and Flowlink Database Upload & Management	On-going		10	16		40			-	
Data Assessment										
Physical, Chemical & Biological Assessment	On-going		800	40					-	
Reporting										
State of the Inlet's Water	5 Years	2017							-	
Annual Report Card	Annual		4	80	24				-	
Public Education and Outreach										
Watershed Quality Monitoring Demo Day	Annual	Earth Week?	4	8	13	8			-	
Public Involvement and Participation	Annual	May			4				-	
Volunteer Training and Coordination	On-going		16						-	
Stormwater Management Program (SWMP) Elements									Table 33 USC 1251-1387 (Clean Water Act)/WAC 173-220 (NPDES Stormwater Discharge Permit)	
Administration										
SSWM Utility Rates Utility Adv. Committee	On-going	2015?	150		60				-	
NPDES Public Education and Outreach										
Pet Waste Management (Multi-Site Stations)	On-going		10	1	16				-	
Public Works Week	Annual	May							-	
Public Education and Outreach	On-going		25		10	180			-	
NPDES Public Involvement and Participation										
Respond to Public Input on SWMP (Saxxy Monkeys on website)	On-going		1						-	
NPDES Best Discharge Detection and Elimination										
Ag Tech Assistance Farm Plans (Conservation District)	On-going		25			200			-	
Storm Sewer System Mapping	On-going		10		55				-	
Illicit Detection and Elimination Investigating	On-going		150	12	100				-	
Commercial Business Inspection Program	On-going		25		100				-	
BMP Manual Publication Distribution	On-going				40				-	
Staff Training	On-going		40						-	
IRIS & Commercial Database Development and Management	On-going		20		80	50			-	
Field Screening	On-going		25		40				-	
NPDES Controlling Runoff from New Development, Redevelopment, and Construction Sites										
Private Facility Maintenance Inspection Enforcement	On-going		25		100				-	
Establish procedures for inspect & enforce maintenance of privately owned facilities	On-going		40		25				-	
NPDES Reporting										
Annual and Quarterly Reports	Annual/Quart		100	8					-	
Program Tracking Records Maintenance	On-going		50		60				-	
Special Projects										
Marden Cove Watershed Nutrient and Bacteria Reduction Project			2013-2015						SSWM	
Administration										
Project Partner Collaboration, Meetings, etc.	On-going		16						-	
Staff Training (New Tech)	One Time	2015	16	16					-	
Surface Water Monitoring										
Freshwater Bacteria Chem Sampling & In-Stream Flow	Monthly	3rd or 4th Week			24	96			-	
Continuous Time-Of-Day Lower Mitigation and Downloads	Annual	Aug			6	6			-	
	10 Weeks				60				-	
Data Management										
Database Entry, Upload & Management	On-going		4	12					-	
Data Assessment										
Physical, Chemical & Biological Assessment	On-going		200	16					-	
Reporting										
Partner Data Sharing	On-going		24	8					-	
Project Reports	Annual	4th Quarter	40	8					-	
Public Involvement and Participation										
Volunteer Training and Coordination	On-going		12	16					-	
Springbrook Creek Watershed Project			2015-?						-	
Administration										
Project Partner Collaboration, Meetings, etc.	On-going		30						-	
Surface Water Monitoring										
Continuous Time-Of-Day Lower Mitigation & Downloads	Monthly	3rd or 4th Week			12				-	
Continuous Time-Of-Day Lower Mitigation and Downloads	10 Weeks				10				-	
Auto-Flow Station Maintenance and Downloads	One Time				24				-	
Data Management										
Database Entry, Upload & Management	On-going		14						-	
Data Assessment										
Physical, Chemical & Biological Assessment	On-going		20	20					-	
Reporting										
Partner Data Sharing	On-going				14				-	
Project Reports	On-going				14				-	
Paid Time Off (Sick, Vacation)										
			200	56	0	0			-	
TOTAL			2099	2108	1935	570	1438		-	
CRITICAL TASKS AT RISK WITHOUT FULLTIME WATER RESOURCES TECH										
CRITICAL TASKS THAT WILL DROP OFF WORKPLAN WITHOUT FULLTIME WATER RESOURCES TECH										

Water Resources Program--2015 Workplan			2015 Hours						
	Cycle	Start-End Date	Engr I	Engr Spec	Eng Tech	Volunteer	Consultant	Mandate/Legal Driver	Funded By
General Elements									
Program Administration & Program Planning (Reporting, Budgets, workplans, etc.)	On-going		400	80	40				Allocation
Contract Administration (RFQ, negotiation, invoicing, contractor meetings, reporting, etc.)	On-going		80	80					Allocation
Regional Interagency Collaboration (SWG, LIO, KPHD, etc.)	On-going		300	40	8				Allocation
City-wide Technical Support (includes Comprehensive Plan Update)	On-going		450	40					Allocation
Website Management	On-going		10	10	20				Allocation
Public Records/Info Requests	On-going		40	20	20				Allocation
WR Specialist Handbook/SOP Development	On-going			20					Allocation
Equipment Inventory/Maintenance (includes supply orders)	On-going			1	60				Allocation
Quarterly Reporting (ILA's, grants, volunteer hours, etc.)	Quarterly		24	4	16				Allocation
E-file cleanup/restructure/index/archive	On-going			20	10				Allocation
Professional Development/Training	Annual		40	80	40				Allocation
Groundwater Management Program (GMP) Elements								Title 33 USC 1412-1454 (Safe Drinking Water Act)/Title 33 USC 1251-1387 (Clean Water Act)	Water
Administration									
Groundwater Program History Development	One Time	2015		20				"	"
Staff Training (New Tech)	One Time	2015		16	40			"	"
Projects									
Hydrogeological Assessment & Model Assessment, Improvement & Implementation	3-5 years	2015		20			500	"	"
Groundwater Monitoring									
Water Level Measurements	Monthly	2nd or 3rd week			384			"	"
Chloride Sampling	Annual	Sept			60			"	"
Data Management									
Database Development and Management (includes data entry and uploads)	On-going			10	24		20	"	"
Data Assessment									
Water Level Fluctuation and Chloride Concentration Assessment	Annual	4th Quarter		40	8			"	"
Reporting									
Water Level and Seawater Intrusion Reports	Annual	4th Quarter		20	8			"	"
Water Quality and Flow Monitoring Program (WQFMP) Elements								Title 33 USC 1251-1387 (Clean Water Act)/WAC 173-220 (NPDES Stormwater Discharge Permit)	SSWM
Administration									
Final Monitoring Plan Review and Update (ETAC Program Review)	5 Years	2015		24				"	"
Field Operations Manual - SOP Updates	On-going			8				"	"
Staff Training (New Tech)	One Time	2015		40	40			"	"
Projects									
Autostation Retrofit, Telemetry, and Solar Power	One Time	2015		20	8		300	"	"
Automated Flow Metric Analysis (King County)	One Time	2015		20	8		100	"	"
Surface and Stormwater Monitoring									
Stormwater & Freshwater Bacteria/Chem Sampling	Monthly	1st or 2nd week	3		12	240		"	"
Freshwater Macroinvertebrate Sampling	Annual	Aug	8		32	72		"	"
Freshwater/Marine Water Targeted Storm Event Monitoring	5 Years	2018-2019						"	"
Freshwater/Marine Water Sediment Sampling	5 Years	2018						"	"
Auto Flow Station Maintenance and Downloads	Monthly				4	48	24	"	"
Weather Station Maintenance	Quarterly						24	"	"
Weather Station Downloads	Monthly			8				"	"

Water Resources Program--2015 Workplan			2015 Hours							
	Cycle	Start-End Date	Engr I	Engr Spec	Eng Tech	Volunteer	Consultant	Mandate/Legal Driver	Funded By	
Staff Training (New Tech)	One Time	2015		16	16			"	"	
Surface Water Monitoring										
Freshwater Bacteria/Chem Sampling & In-Stream Flow	Monthly	3rd or 4th Week			24	96		"	"	
Freshwater Macroinvertebrate Sampling	Annual	Aug			6	6		"	"	
Continuous Temp/DO Logger Maintenance and Downloads	10 Weeks				30			"	"	
Data Management										
Database Entry, Upload & Management	On-going			4	12			"	"	
Data Assessment										
Physical, Chemical & Biological Assessment	On-going			200	16			"	"	
Reporting										
Partner Data Sharing	On-going			24	8			"	"	
Project Reports	Annual	4th Quarter		40	8			"	"	
Public Involvement and Participation										
Volunteer Training and Coordination	On-going			12	16			"	"	
Springbrook Creek Watershed Project			2015 - ?							?
Administration										
Project Partner Collaboration, Meetings, etc.	On-going		30							
Surface Water Monitoring										
Total Suspended Solids (TSS) sampling w/in-situ physiochem	Monthly	3rd or 4th Week			15					
Continuous Temp/DO Logger Maintenance and Downloads	10 Weeks				30					
Streamwalk (in-situ physiochem)	One Time				24					
Data Management										
Database Entry, Upload & Management	On-going				12					
Data Assessment										
Physical, Chemical & Biological Assessment	On-going			20	20					
Reporting										
Partner Data Sharing	On-going				12					
Project Reports										
Paid Time Off (Sick, Vacation)				200	56	0	0			
TOTAL			2099	2108	1935	570	1438			
CRITICAL TASKS AT RISK WITHOUT FULLTIME WATER RESOURCES TECH										
CRITICAL TASKS THAT WILL DROP OFF WORKPLAN WITHOUT FULLTIME WATER RESOURCES TECH										

WQFMP Support of NPDES Stormwater Permit Requirements

(8/1/13 - 7/31/18)

Permit Section	WQFMP Component/Task/Activity	Requirement
S4 - Compliance with Standards		
S4.A	<ul style="list-style-type: none"> Identifies exceedances of standards from stormwater impacts -- Stormwater/Freshwater/Marine bio/chem sampling (Status & Trends) -- Freshwater macroinvertebrate sampling (Status & Trends) -- Stream/Nearshore Targeted Storm Event Sampling -- Stream/Nearshore Sediment Sampling -- Flow Station Maintenance and Downloads -- Weather Station Maintenance and Downloads -- Data Analysis and Reporting -- WQFMP and Flowlink Database Upload & Management -- Field Operations Manual - SOP Updates -- Manual Instream Flow (unengaged wq-monitored streams for load calculations) 	<p><i>In accordance with RCW 90.48.520, the discharge of toxicants to waters of the state of Washington which would violate any water quality standard, including toxicant standards, sediment criteria, and dilution zone criteria is prohibited. The required response to such discharges is defined in section S4.F...</i></p>
S4.C	-- (see S4.A above)	<i>The Permittee shall reduce the discharge of pollutants to the maximum extent practicable (MEP).</i>
S4.D	-- (see S4.A above)	<i>The Permittee shall use all known, available, and reasonable methods of prevention, control and treatment (AKART) to prevent and control pollution of waters of the state of Washington.</i>
S4.F - Notification of Noncompliance		
S4.F.1	-- (see S4.A above)	<p><i>A Permittee remains in compliance with S4 despite any discharges prohibited by S4.A or S4.B, when the Permittee undertakes the following response toward longterm water quality improvement:</i></p> <p><i>A Permittee shall notify Ecology in writing within 30 days of becoming aware, based on credible site-specific information, that a discharge from the MS4 owned or operated by the Permittee is causing or contributing to a known or likely violation of Water Quality Standards in the receiving water. Written notification provided under this subsection shall, at a minimum, identify the source of the site-specific information, describe the nature and extent of the known or likely violation in the receiving water, and explain the reasons why the MS4 discharge is believed to be causing or contributing to the problem. For ongoing or continuing violations, a single written notification to Ecology will fulfill this requirement.</i></p>
S4.F.2	-- (see S4.A above)	<i>In the event that Ecology determines, based on a notification provided under S4.F.1. or through any other means, that a discharge from a MS4 owned or operated by the Permittee is causing or contributing to a violation of Water Quality Standards in a receiving water, Ecology will notify the Permittee in writing that an adaptive management response outlined in S4.F.3. below is required...</i>
S4.F.3.a - Adaptive Management Response		<i>Within 60 days of receiving a notification under S4.F.2., or by an alternative date established by Ecology, the Permittee shall review its Stormwater Management Program (SWMP) and submit a report to Ecology. The report shall include:</i>
S4.F.3.a.iii.	<ul style="list-style-type: none"> Designs/implements BMP effectiveness monitoring -- Final Monitoring Plan Review & Update: Site Evaluation Report, Sampling and Analysis Plan, Quality Assurance Project Plan 	<i>A description of the potential monitoring and other assessment and evaluation efforts that will or may be implemented to monitor, assess, or evaluate the effectiveness of the additional BMPs.</i>

WQFMP Support of NPDES Stormwater Permit Requirements

(8/1/13 - 7/31/18)

Permit Section	WQFMP Component/Task/Activity	Requirement
S5 - Stormwater Management Program for Cities, Towns, and Counties		
S5.A.5.b. - Interdepartmental Coordination	Provides qualifying rain event alerts to Engineering and O&M -- Weather Station Maintenance and Downloads	<i>The SWMP shall include coordination mechanisms among departments within each jurisdiction to eliminate barriers to compliance with the terms of this permit.</i>
S5.C.1 - Public Education and Outreach	Provides data to obtain grant funding for water quality-based capital improvement -- (see S4.A above)	
S5.C.1.b	-- Data Analysis and Reporting (<i>State of the Island's Waters</i>) -- Water Quality Monitoring Demo Day -- Public Works Week	<i>The [Stormwater Management Program] shall include an education and outreach program designed to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts and encourage the public to participate in stewardship activities.</i>
S5.C.3 - Illicit Discharge Detection and Elimination	-- Volunteer Training and Coordination (includes Bainbridge Island Watershed Council, Bainbridge Schools, etc.) -- Use of volunteers to support stream monitoring and data assessment	<i>Each permittee shall create stewardship opportunities and/or partner with existing organizations to encourage residents to participate in activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings and education activities.</i>
S5.C.3.c.i	Identifies illicit discharges and connections -- (see S4.A above)	<i>The [Stormwater Management Program] shall include an ongoing program designed to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the MSA.</i>
S5.C.3.c.ii	-- (see S4.A above)	<i>Each Permittee shall implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the Permittee's MSA. The program shall include...</i>
S5.C.3.c.iii	-- (see S4.A above)	<i>All Permittees... shall complete field screening for at least 40% of the MSA no later than December 31, 2017, and on average 12% each year thereafter.</i>
S5.C.3.d.i	-- (see S4.A above)	<i>Procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee.</i>
S5.C.3.d.ii	-- (see S4.A above)	<i>Procedures for tracing the source of an illicit discharge...</i>
S5.C.3.f - Record Keeping	-- WQFMP and Flowlink Database Upload & Management	<i>Recordkeeping: Permittees shall track and maintain records of the activities conducted to meet the requirements of this section.</i>
S5.C.5 - Pollution Prevention and Operation and Maintenance for Municipal Operations		
S5.C.5.c - O&M Stormwater Facility Inspections	Provides qualifying rain event alerts -- Weather Station Maintenance and Downloads	<i>Spot checks of potentially damaged permanent stormwater treatment and flow control BMPs/facilities after major storm events (24 hour storm event with a 10 year or greater recurrence interval).</i>

WQFMP Support of NPDES Stormwater Permit Requirements

(8/1/13 - 7/31/18)

Permit Section	WQFMP Component/Task/Activity	Requirement
S7 - Compliance with Total Maximum Daily Load Requirements S7.A.	<ul style="list-style-type: none"> -- Final Monitoring Plan Review & Update: Site Evaluation Report, Sampling and Analysis Plan, Quality Assurance Project Plan -- WQFMP and Flowlink Database Upload & Management 	<p><i>For applicable TMDLs listed in Appendix 2, affected Permittees shall comply with the specific requirements identified in Appendix 2. Each Permittee shall keep records of all actions required by this Permit that are relevant to applicable TMDLs within their jurisdiction. The status of the TMDL implementation shall be included as part of the annual report submitted to Ecology. Each annual report shall include a summary of relevant SWAMP and Appendix 2 activities conducted in the TMDL area to address the applicable TMDL parameter(s).</i></p>
S7.C.	<ul style="list-style-type: none"> Conducts any required monitoring and informs TMDL development -- (see S4.A above) 	<p><i>For TMDLs that are approved by EPA after this Permit is issued, Ecology may establish TMDL related permit requirements through future permit modification if Ecology determines implementation of actions, monitoring or reporting necessary to demonstrate reasonable further progress toward achieving TMDL waste load allocations, and other targets, are not occurring and shall be implemented during the term of this Permit or when this Permit is reissued. Permittees are encouraged to participate in development of TMDLs within their jurisdiction and to begin implementation.</i></p>
S8 - Monitoring and Assessment	<ul style="list-style-type: none"> Conducts any required monitoring -- (see S4.A above) 	<p>Regional Stormwater Monitoring Program (KSMP) - NOTE: Pay in option selected by Council November 6, 2013, in lieu of meeting this requirement through in-house monitoring.</p>
S9 - Reporting Requirements S9.A	<ul style="list-style-type: none"> Reports on required monitoring or studies -- Data Analysis and Reporting 	<p>No later than March 31 of each year beginning in 2015, each Permittee shall submit an annual report.</p>
G9 - Monitoring G9.A. - Representative Sampling	<ul style="list-style-type: none"> -- Final Monitoring Plan Review & Update: Site Evaluation Report, Sampling and Analysis Plan, Quality Assurance Project Plan 	<p><i>Samples and measurements taken to meet the requirements of this Permit shall be representative of the volume and nature of the monitored discharge, including representative sampling of any unusual discharge or discharge condition, including bypasses, upsets, and maintenance-related conditions affecting effluent quality.</i></p>
G9.B. - Records Retention	<ul style="list-style-type: none"> -- WQFMP and Flowlink Database Upload & Management -- Field Operations Manual - SOP Updates -- Equipment Inventory/Maintenance 	<p><i>The Permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original recordings for continuous monitoring instrumentation, copies of all reports required by this Permit, and records of all data used to complete the application for this permit...</i></p>

**Monitoring Program
(staffing)**

Program Implementation

	<u>Weather Station Install</u>	<u>O&M Rain Gage Install</u>	<u>Targeted Storm Event Sampling</u>	<u>Sediment Sampling</u>	Total
	-----	-----	-----	-----	249,525.57
116,821.68	89,460.00	119,560.44	138,059.56	554,025.12	
116,821.68	89,460.00	119,560.44	138,059.56		

↑

Grab Sampling) Monitoring

Auto Station Maintenance and Downloads

AFTER RECORDING, PLEASE RETURN TO:

City of Bainbridge Island
Attn: City Administrator
280 Madison Avenue North
Bainbridge Island, Washington 98110

BAINBRIDGE ISLAND CITY OF 200907010141
Agreement Rec Fee: \$ 65.00
07/01/2009 01:45 PM
Walter Washington, Kitsap Co Auditor Page: 1 of 14



2009 INTERLOCAL AGREEMENT

Between City of Bainbridge Island and Kitsap Conservation District

AN INTERLOCAL AGREEMENT (THIS "AGREEMENT") BETWEEN THE CITY OF BAINBRIDGE ISLAND (HEREINAFTER REFERRED TO AS THE "CITY") AND THE KITSAP CONSERVATION DISTRICT (HEREINAFTER REFERRED TO AS THE "DISTRICT")

WHEREAS, the City Council budgeted funds in 2009 for services from the District to agricultural and other private landowners;

WHEREAS, the District has the expertise to provide assistance to agricultural and non-agricultural property owners on land management activities and their impacts on water quality;

WHEREAS, the City and the District desire to enter into an agreement to provide for the information and services to property owners that will protect water quality; and

WHEREAS, the Interlocal Cooperation Act, RCW 39.34, further authorizes the parties hereto to enter into this agreement;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the City and the District agree as follows:

1. SERVICES BY DISTRICT

The District shall perform such duties and services as are listed on the Scope of Work – Exhibit A, attached hereto, and made a part hereof by reference. Said services shall be performed in accordance with the approved scope of work and budget specified in Exhibit A. All services funded under this Agreement shall be provided exclusively within the boundaries of incorporated City of Bainbridge Island. The District shall furnish all services, labor and related equipment to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. PAYMENT

The City shall reimburse the District only for actual incurred costs upon presentation of a properly executed invoice in a form approved by the City. Costs shall be charged and funds reimbursed based upon appropriate program elements combined and cost categories as defined in Exhibit A. The sum of the District's reimbursement requests during the duration of this Agreement shall not exceed \$40,000 (the budget for all program elements combined, as identified in Exhibit A). The District may exceed line item amounts, as established in Exhibit A, within individual program elements in order to respond to the nature and number of requests received within a quarter. The anticipated (budgeted) and actual distribution of funds will be reported by the District quarterly and monitored by the City. Reimbursement requests shall not be made more frequently than once a month. The City reserves the right to withhold payments pending timely delivery of progress reports or documents as may be required under this Agreement. The City shall reimburse the District within sixty (60) days of receipt of a properly executed District invoice.

3. GENERAL ADMINISTRATION AND MANAGEMENT

The Planning Director of the City, or designee, shall be the City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

The Chair of the Board of Supervisors for the Kitsap Conservation District, or his/her designee, shall represent the District in all matters pertaining to the services and materials to be rendered under this agreement; all requirements of the City pertaining to the services or materials to be rendered under this Agreement shall be coordinated through the District's representative.

4. PERMIT REPORTING

The District shall produce quarterly and year-end reports summarizing the work performed and evaluating the performance and results of the work performed pertaining to this Agreement.

Progress reports shall include, but are not limited to, the following information:

- a. A description of work performed during the period and progress made to date, including monitoring data or performance indicators that reflect effectiveness of the program elements as set forth in Exhibit A -- Scope of Services.
- b. Status of annual work plan
- c. Description of any adverse conditions that have affected the program objectives and/or time scheduled, and actions taken to resolve these issues. Progress reports shall be submitted as follows: *Quarterly reports* are due the closest workday to July 15, and October 15; *Year-end Report* due January 15, 2009.

The Year-end Report shall contain a summary of major accomplishments realized during the year. This report shall include, but not be limited to, photographs, slides, and any other graphics that would enhance the content and/or appearance of the report.

5. PERFORMANCE ANALYSIS

The City shall complete an annual performance analysis evaluating the services provided under the Agreement for effectiveness and compliance with the program elements set forth in the scope of work. This analysis will be submitted to the District Board of Supervisors and the City Council.

6. INSPECTION AND AUDIT

The District shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the District shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The District shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the District shall provide the city with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

7. INDEPENDENT CONTRACTOR

A. The District and the City understand and expressly agree that the District is an independent contractor in the performance of each and every part of this Agreement. The District expressly represents, warrants and agrees that its status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195. The District, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The District shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

B. The District shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the District shall pay the same before it becomes due.

C. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the District performs hereunder.

8. DISCRIMINATION AND COMPLIANCE WITH LAWS

A. The District agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national

origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.

B. The District shall comply with all federal, state and local laws and ordinances applicable to the work to be done under this Agreement.

C. Violation of this Section 10 shall be a material breach of this Agreement and grounds for cancellation, termination or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

9. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force until December 31, 2009, unless sooner terminated by either party as provided below.

B. This Agreement may be terminated by either party without cause upon thirty (30) days' written notice to the other party. In the event of termination, all finished or unfinished documents, reports, or other material or work of the District pursuant to this Agreement shall be submitted to the City, and the District shall be entitled to just and equitable compensation as set forth in Section 2 for any satisfactory work/services completed prior to the date of termination.

10. HOLD HARMLESS AND INDEMNIFICATION

A. The District agrees to protect, defend, indemnify, and hold harmless the City, its elected officials, officers, employees and agents from any and all claims, demands, losses, liens, liabilities, penalties, fines, lawsuits, and other proceedings and all judgments, awards, costs and expenses (including reasonable attorneys' fees and disbursements) caused by or occurring by reason of any negligent act, error and/or omission of the District, its officers, employees, and/or agents, arising out of or in connection with the performance or non-performance of the services, duties, and obligations required of the District under this Agreement.

B. In the event that the District and the City are both negligent, then the District's liability for indemnification of the City shall be limited to the contributory negligence for any resulting suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorneys' fees and disbursements) that can be apportioned to the District, its officers, employees and agents.

C. The foregoing indemnity is specifically and expressly intended to constitute a waiver of the immunity of the District under Washington's Industrial Insurance Act, RCW Title 51, as respects the other parties only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the employees of the District. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

D. The City's inspection or acceptance of any of the District's work when completed shall not be grounds to avoid any of these covenants of indemnification.

E. Nothing contained in this section of this Agreement shall be construed to create a liability or a right of indemnification in any third party.

F. The provisions of this section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

11. INSURANCE

The District shall maintain insurance as follows:

Commercial General Liability as described in Attachment B.

Professional Liability as described in Attachment B.

Automobile Liability as described in Attachment B.

None.

The District shall comply with the provisions of RCW Title 51, Industrial Insurance. For the duration of this Agreement, the District shall provide or purchase industrial insurance coverage for its employees, as may be required of an "employer" as defined in RCW Title 51, and shall maintain full compliance with RCW Title 51.

12. SUBLETTING OR ASSIGNING CONTRACT

The District shall not assign or subcontract any portion of the services provided within the terms of this Agreement without obtaining prior written approval from the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of the District as stated herein.

13. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

14. SEVERABILITY

A. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

15. FAIR MEANING

The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

16. NON-WAIVER

A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

17. NOTICES

Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To the City: City of Bainbridge Island
 280 Madison Avenue North
 Bainbridge Island, WA 98110
 Attention: Planning Director
 Phone: 206-842-2552

To the District: Kitsap Conservation District
 PO Box 2472
 Silverdale, WA 98383
 Attention: Chair of the Board of Supervisors
 Phone: (360) 337-7171
 Fax: (360) 337-7172

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

18. SURVIVAL

Any provision of this Agreement which imposes an obligation after termination or expiration of this Agreement shall survive the term or expiration of this Agreement and shall be binding on the parties to this Agreement.

19. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

20. VENUE

The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Kitsap County, Washington.

21. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

22. FILING WITH COUNTY AUDITOR

A copy of this Agreement shall be filed with the Kitsap County Auditor's Office pursuant to RCW 39.34.040.

EXECUTED THIS 17 DAY OF April, 2009.

KITSAP CONSERVATION DISTRICT

CITY OF BAINBRIDGE ISLAND

Sharon N. Call
Chair, Board of Supervisors

Darlene Kordonowy
Darlene Kordonowy, Mayor

Date: 4-30-09

Date: April 27, 2009

ATTEST:

Rosalind D. Lassoff
Rosalind D. Lassoff, CMC
City Clerk

EXHIBIT A
SCOPE OF WORK
SEE ATTACHMENT

ATTACHMENT B

Insurance against claims for injuries to persons or damage to property arising out of or in connection with the performance of this Agreement by the District, its officers, employees and agents:

A. Automobile Liability Insurance with limits no less than \$1,000,000.00 combined single limit per accident for bodily injury and property damage.

B. Commercial General Liability Insurance written on an occurrence basis with limits no less than \$1,000,000.00 combined single limit per occurrence and \$2,000,000.00 aggregate for personal injury, bodily injury and property damage. Coverage shall include, but not be limited to blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability.

Before commencing work and services, the District shall provide to the person identified in Section 17 of the Agreement a Certificate of Insurance evidencing the required insurance. City reserves the right to request and receive a certified copy of all required insurance policies.

Any payment of deductible or self-insured retention shall be the sole responsibility of the District. City shall be named as an additional insured on the Commercial General Liability Insurance Policy, with regard to work and services performed by or on behalf of the District, and a copy of the endorsement naming City as an additional insured shall be attached to the Certificate of Insurance.

The insurance policies (1) shall state that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (2) shall be primary insurance with regard to City; and (3) shall state that City will be given at least 30 days' prior written notice of any cancellation, suspension or material change in coverage.

Attachment A

KITSAP CONSERVATION DISTRICT
2009 City of Bainbridge Island
SCOPE OF WORK

I. REFERRAL RESPONSE ELEMENT

Goal:

- Respond to and address water quality and fish & wildlife related referrals from the City, state and local agencies.

Objectives and Tasks:

Objective 1: Respond to referrals.

Task 1. Respond to referrals from the City of Bainbridge Island. These requests may be generated from conditional use permits and building permit processes that require farm plans and/or livestock waste management plans because the sites may impact sensitive land areas or from grading permits associated with farming activity or storm water issues for fish passage and barrier problems on private land.

Task 2. Respond to referrals from the Planning Division to assist with reviews of Retail Plans under the category Agricultural Activity when 1) livestock are raised and/or maintained on the property, 2) livestock waste is being utilized on property as a soil amendment, and 3) additional assurance for surface water protection are necessary for year round agricultural activities.

Task 3. Respond to water quality and solid waste complaints referred to the District by the Kitsap County Health District. These may come to the District as water quality complaints or as a solid waste enforcement action associated with agricultural activity.

II. EDUCATION ELEMENT

Goal:

- Promote public knowledge of local natural resource and fish habitat issues.

Objectives and Task:

Objective 1: Maintain a Conservation District public relations program.

Task 1. Maintain effective working relationships with local media and community groups on Bainbridge Island. Submit articles to Island media involving local conservation issues and actions being taken by the District. Participate in selected Bainbridge Island public events

Task 2. Maintain a mailing list of Bainbridge landowners interested in agriculture, natural resource conservation practices and fish & wildlife habitat. Publish and distribute the District's newsletters to Island residents that are on the mailing list.

Objective 2: Maintain a Conservation District agricultural and natural resource educational program.

Task 1. The Kitsap Conservation District will maintain a program offering District speakers, sponsoring special interest events and accepting invitations to make community presentations. The District will coordinate the development and maintenance of this program with the City of Bainbridge Island, KCHD, WSU Cooperative Extension and other existing educational programs.

III. INVENTORY ELEMENT

Goal:

- Address non-point pollution caused by inadequate agricultural management practices.

Objectives and Tasks:

Objective 1: Identify, prioritize and map agriculturally related property within the City of Bainbridge Island.

Task 1. Update the existing inventory of agricultural properties annually.

Task 2. As part of the inventory process, Conservation District staff prioritizes inventoried sites based on their potential to pollute. Criteria include livestock proximity to surface water, livestock waste management, pasture condition and other visual assessments. The Conservation District will follow up with technical assistance services based on the prioritization. The District's priority list will be re-evaluated annually.

Task 3. Inventoried and prioritized properties will be entered into a GIS database related to the parcel's tax identification number. The data base entries will be updated annually. The District will produce a GIS map, updated as necessary.

Task 4. The District will provide an overlay of agricultural properties as well as fish barrier sites on a habitat refugia map based on the Kitsap County Fish Habitat Refugia Study.

IV. RESOURCE MANAGEMENT PLAN DEVELOPMENT

Goals:

- Protect surface water bodies from potential sources of contamination caused by agricultural-related land use.
- Promote cooperative solutions with landowners.

Objectives and Tasks:

Objective 1: Provide technical services to landowners within the City of Bainbridge Island.

Task 1. Offer farm-planning services that inventory existing conditions, evaluate resource needs and recommend alternative farm management practices that protect the quality of soil, water, animals, plants and air.

Task 2. Encourage and offer assistance with the preservation and enhancement of fish and wildlife habitat as part of the District's technical services. The District will stay apprised of Clean Water Act and Endangered Species Act regulations, threats and associated action recommendations that may affect Island residents.

Task 3. Provide nutrient management plans for crop farms when 1) livestock waste is utilized for nutrient application purposes, 2) livestock waste is generated or transported to a crop farm and will be stored and/or composted on site for later land application, and 3) an opportunity to demonstrate or model to the public for education purposes the storage and utilization of livestock waste as a component of sustainable agricultural land use.

Objective 2: Facilitate federal, state and local incentive programs.

Task 1. As directed by the Clean Water Act, Endangered Species Act and Farm Bill, the District will facilitate all programs and coordinate efforts with the Farm Services Agency (FSA), the Natural Resources Conservation Service (NRCS) and the US Fish & Wildlife Service; state agencies including the Conservation Commission, Department of Ecology, Department of Fish & Wildlife and the Puget Sound Action Team.

Task 2. The District will assist landowners with the application process for eligible incentive and cost-share programs. These programs may include land that is in agricultural use or land that emphasizes fish and wildlife habitat issues.

V. DESIGN ELEMENT

Goal:

- Provide agronomic and engineering design services that support natural resource protection in City watersheds.

Objectives and Tasks:

Objective 1: Provide designs for Best Management Practices (BMPs) that meet USDA Natural Resources Conservation Service standards and specifications.

Task 1. Deliver a completed design package to landowners with appropriate construction and material specifications included. Staff will maintain a direct presence with construction, project coordination and implementation.

Objective 2: Seek out or develop alternative cost-effective BMPs that are suitable to a specific site's needs and landowner's financial needs.

Task 1. When existing NRCS standards and specifications are beyond the scope of a particular project site, staff will seek and/or develop alternative designs. On a site-specific basis, the District will utilize alternative design providers and coordinate design efforts with City and local consulting engineers.

VI. BMP INSTALLATION ELEMENT

Goal:

- Improve water quality and fish & wildlife habitat in Bainbridge Island watersheds by facilitating and assisting with the implementation of BMPs.

Objectives and Tasks:

Objective 1: Provide technical services to cooperators for implementation of farm management practices and habitat enhancement efforts.

Task 1. Assist cooperating landowners with supplies and materials lists for implementation of practices and provide on-site project management to oversee installation.

Task 2. Process cost-share reimbursement or other incentive program components.

Objective 2: Offer contracted and/or volunteer labor forces for implementation of BMPs.

Task 1. Whenever funding is available, contract annually for work crews with the Department of Ecology's Washington Conservation Corp (WCC) for City of Bainbridge Island. Offer WCC crews to District and partner agency project sites on Bainbridge Island.

Task 2. Coordinate volunteer labor for the implementation of planting projects with the City of Bainbridge Island's Stream Team, local schools, and community groups.

Objective 3: Coordinate with other agencies for joint implementation efforts.

Task 1. Seek partnerships with Washington Department of Fish & Wildlife (WDFW), Regional Fisheries Enhancement groups, local tribes, and other local agencies and community groups to combine efforts for project implementation.

VII. AGRICULTURAL BMP INSPECTION & MAINTENANCE

Goal:

- Determine the operational effectiveness of BMPs on water quality and habitat within the City Of Bainbridge Island.

Objectives and Tasks:

Objective 1: Monitor the operation and maintenance of BMPs installed.

Task 1. Evaluate individual farm and habitat BMPs for operation efficiency and ease of maintenance. Provide follow-up assistance to landowners. Encourage landowners to maintain and monitor farm and habitat BMPs for maximum efficiency and meet landowner needs for solutions to maintenance problems.

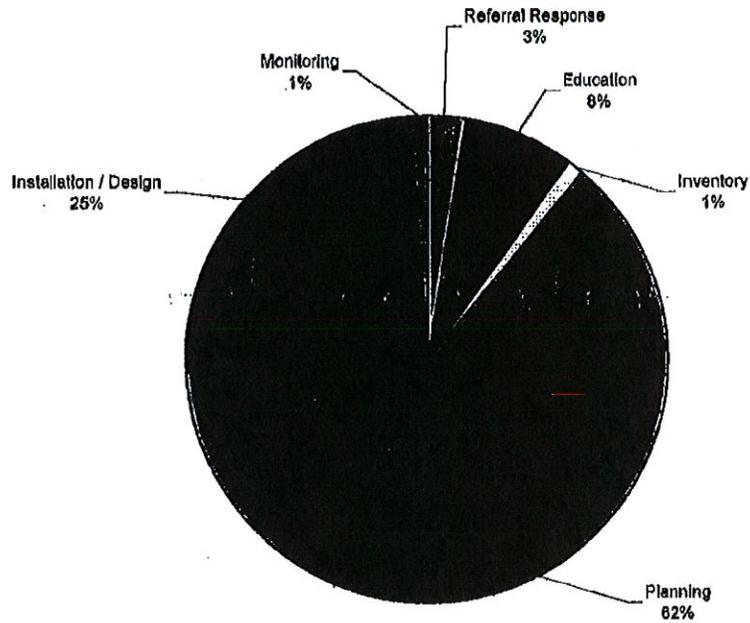
Objective 2: Demonstrate BMPs to other agencies, groups or individuals.

Task 1. Use projects as demonstration sites for other potential cooperators or agencies.

Kitsap Conservation District
 2009 Scope of Work and Budget
 for City of Bainbridge Island

Program Element	Proposed Budget	Percent of Budget
Total	\$ 40,000.00	100%
Referral Response	\$ 1000.00	2.5%
Education	\$ 3000.00	7.5%
Inventory	\$ 400.00	1.0%
Planning	\$ 25,300.00	63.25%
Installation / Design	\$ 9,900.00	24.75%
Monitoring	\$ 400.00	1.0%
	\$ 40,000.00	100%

2009 Bainbridge Island ILA Budget Distribution



ORDINANCE NO. 2012-16

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to storm and surface water management; amending Sections 13.24.089 and 13.24.090; and adding two new sections to Chapter 13.24 of the Bainbridge Island Municipal Code (BIMC), adopting storm and surface water management fees for city streets and roads, state highway right-of-way, and private roads, and providing for an effective date in conformance with the Kitsap County Superior Court Order of February 29, 2012 in *Bainbridge Ratepayers Alliance v. City of Bainbridge Island*, Kitsap County Superior Court Cause No. 10-2-00638-1.

WHEREAS, Chapter 35.67 RCW provides that cities are authorized to establish storm water (“storm sewer”) utilities; and

WHEREAS, the City of Bainbridge Island (“City”) has had a Storm and Surface Water Management (formerly “Storm Drain”) utility since 1987; and

WHEREAS, in 2007, the City Council adopted Ordinance No. 2007-39 which amended BIMC 13.24.089 to change the fee charged to City-owned right-of-way from 30% to 100% of the fee provided in BIMC 13.24.080, effective January 1, 2008; and

WHEREAS, in 2010, the City Council determined that the fee structure amendment to BIMC 13.24.089 adopted in Ordinance No. 2007-39 was based on erroneous financial information; and

WHEREAS, in response to that determination, the City Council adopted Ordinance No. 2010-34 which changed back the fee charged to City-owned right-of-way in BIMC 13.24.089 from 100% to 30% both prospectively and retroactively; and

WHEREAS, Ordinance No. 2010-34 referenced RCW 90.03.525 as providing that the storm and surface water utility fee charged by the City to state highway right-of-way shall be 30% of the general City rate; and

WHEREAS, Ordinance No. 2010-34 further found that the City, prior to the effective date of Ordinance No. 2007-39, charged the same 30% storm and surface water utility rate to the City roads as to the state highway right-of-way; and

WHEREAS, Ordinance No. 2010-34 also found that both the City roads and the state highways provide infrastructure to convey storm water such that reduced rates are warranted; and

WHEREAS, on March 9, 2011, the Bainbridge Ratepayers Alliance (“Ratepayers Alliance”) filed its first amended complaint in Kitsap County Superior Court, alleging in its twelfth cause of action that in adopting Ordinance No. 2010-34, the City had retroactively enacted storm and surface water management rates for city roads without any supporting

documentation thereby unfairly burdening other rate payers. *Bainbridge Ratepayers Alliance v. City of Bainbridge Island*, Kitsap County Superior Court No. 10-2-00683-1; and

WHEREAS, both the Ratepayers Alliance and the City moved for summary judgment on the issue of the validity of the storm and surface water management rates established by Ordinance No. 2010-34; and

WHEREAS, Presiding Judge Russell Hartmann of Kitsap County Superior Court heard oral argument on cross motions for summary judgment on the issue of storm and surface water management rates on May 27, 2011; and

WHEREAS, the Court issued its oral ruling on July 22, 2011, granting the Ratepayers Alliance motion for summary judgment on the twelfth cause of action, ruling that the retroactive adoption of storm and surface water management rates of 30% in Ordinance No. 2010-34 was arbitrary and capricious because it was based on a statute (RCW 90.03.525) related only to state roads; there was no equivalent evidence reflecting the City's investment in its roads; and

WHEREAS, the Court entered an order formally granting summary judgment to the Ratepayers Alliance on the issue of storm and surface water management fees on September 1, 2011, following which the Ratepayers Alliance filed an additional motion asking the Court to establish a remedy and to order payment of attorney fees to the Ratepayers Alliance; and

WHEREAS, the Court first heard argument on the issue of a remedy and attorney fees on December 9, 2011, after which the Court directed further briefing, and then heard additional argument on February 24, 2012; and

WHEREAS, immediately following oral argument on February 24, 2012, the Court issued its oral ruling that the City has the authority to enact an ordinance setting storm and surface water management fees to City roads retroactive to the effective date of the storm and surface water rates established by Ordinance No. 2007-39, and that the Ratepayers Alliance is not entitled to attorney fees; and

WHEREAS, the Court entered its formal order establishing a remedy, denying attorney fees and entering a partial final judgment on February 29, 2012, in which the City was granted a period of nine months from that date for the City's legislative authority to enact new storm and surface water fees applicable to City right-of-way, retroactive to the January 1, 2008 effective date of the storm and surface water rates established by Ordinance No. 2007-39; and

WHEREAS, the Court on its own initiative reversed its earlier determination and ordered that its February 29, 2012 order on the storm and surface water issue was a final determination, subject to immediate appeal pursuant to Civil Rule 54(b); and

WHEREAS, neither the Ratepayers Alliance nor the City appealed the Court's order within the 30-day appeal period, so that the Court's February 29, 2012 order became a final determination no longer subject to appeal; and

WHEREAS, following expiration of the 30-day appeal period of the Court's February 29 order, the City on April 3, 2012 issued a request for proposals to provide the City with a study by experts in the field of surface water utilities, utility rates and road design of the relationship between the City street system and its storm and surface water management (SSWM) utility with the objective of developing alternative rate approaches that equitably account for any offsetting contributions of the street system to the SSWM utility; and

WHEREAS, on May 9, 2012, the City Council authorized a contract with FCS Group, in association with Parametrix, to provide the City with consulting services on the issue of appropriate stormwater fees to be charged to City streets and roads; and

WHEREAS, FCS Group had just provided consulting services to the Washington State Legislature's Joint Transportation Commission on the issue of stormwater cost recovery, and was experienced in providing consulting services to a numerous communities in Washington for stormwater utility formation and rate studies, and the associated engineering consulting firm, Parametrix, has had long experience in road design and stormwater engineering; and

WHEREAS, in preparing its storm and surface water management street rate analysis for the City, FCS Group structured its study to encompass three-fold objectives as follows:

1. Assess the relationship between the City's street system and Storm and Surface Water Utility. Analyze value to the SSWM Program of the City's street system and other in-kind services that may reduce the cost of managing stormwater from private and public property.
2. Develop equitable rate alternatives for City streets that reflect the value of the street system's contributions to the SSWM Program. Each alternative is evaluated against the requirements that it be accurate, fair, clear, and supported by a legitimate rationale. The depths of each analysis depended on the availability, accuracy and level of detail of information available from the City.
3. Survey the approaches of other jurisdictions in Western Washington to the same issue. The survey contains results for approximately seventy-five Phase I and Phase II NPDES permit holders. The survey documents the approach each city takes in administering a stormwater charge on their streets.

and;

WHEREAS, FCS Group presented a summary of its conclusions to a joint workshop of the City Council and the City's Utility Advisory Committee in the Special/Regular Meeting of the City Council on Wednesday, August 8, 2012, during which both Council members and Committee members were provided the opportunity to discuss those conclusions and ask questions of the FCS Group and Parametrix study team; and

WHEREAS, FCS Group submitted its written report entitled "City of Bainbridge Island Storm and Surface Water Management Street Rate Policy Analysis Report of Findings" to the City on August 24, 2012; and

WHEREAS, the FCS Group study looked at six alternatives for adopting SSWM rates for the City's roads and the rationale for each, summarized as follows:

1. Alternative: Charge City streets full rate for all impervious surfaces. Rationale: Streets are an impervious surface and should be charged as such.
2. Alternative: Exempt City streets from the stormwater rate because they are a part of the stormwater system. Rationale: Streets are an integral part of the stormwater conveyance system and should be exempt.
3. Alternative: Reduce or exempt City streets from stormwater rate because of past capital investment. Rationale: Street fund capital investment in stormwater infrastructure and facilities may offset some or all SSWM charges to the Street Fund.
4. Alternative: Charge City streets a rate based on proportion of runoff managed from other property. Rationale: Streets provide stormwater conveyance for both streets and other developed properties.
5. Alternative: Charge City streets a rate based on the unallocated value of stormwater maintenance provided by the Street Fund. Rationale: Stormwater system maintenance provided by Street Fund may offset some or all SSWM charges to the Street Fund.
6. Alternative: Consider redefining the chargeable area of City Streets. Rationale: The equivalent residential unit (ERU) value could theoretically be defined to include a portion of the fronting residential street.

and;

WHEREAS, the FCS Group study did not recommend Alternative 5 as a valid rate method because the City already appropriately allocates the cost of stormwater system maintenance provided through the Street Fund to the SSWM utility and follows the state budget and reporting system (BARS) in which all labor, equipment, and materials charges are recorded against their respective fund and activity account; nor did it recommend Alternative 6 as a valid rate method because the City's ERU definition does not include a portion of the fronting street and the City's data does not allow a ready analysis of this alternative; and

WHEREAS, the FCS Group study concluded that Alternative 1 (charging the streets 100% of the impervious surface rate) was a valid rate method because streets, like rooftops or parking lots, affect the runoff pattern that existed prior to development, and charging the streets would be consistent with charges to other developed property; yet the FCS Group study identifies this alternative as the least applicable for the City, because City streets clearly provide an offsetting benefit to the SSWM fund as part of the conveyance system and for the capital investment in the system; and the study also concluded that Alternative 4 (charging streets based on the proportion of the associated drainage infrastructure serving the road itself (31%) versus the proportion serving developed property (69%)) would be a valid rate method because it would

credit streets for the conveyance capacity over and above that which they need for the streets, yet the FCS Group did not recommend this alternative; and

WHEREAS, the FCS Group study, while concluding that Alternatives 1 and 4 were both valid, instead recommended that the City exempt the City streets from the stormwater fee for either of two reasons set forth in Alternative 2 (streets owned or operated by the City are defined by the federal National Pollution Discharge Elimination System (NPDES) permit enforced by the Washington State Department of Ecology to be part of the City's Municipal Separate Storm Sewer System (MS4)), or in Alternative 3 (the City is responsible for at least \$27 million in associated stormwater infrastructure in the streets serving developed property over and above what would be needed for just street run off – valued at the City's undepreciated stormwater assets); and

WHEREAS, the FCS Group study concluded with the recommendation: “. . . Based on the finding that City streets could be exempted from the stormwater rate for either of two reasons in the City of Bainbridge Island – the fact that they are part of the conveyance system and the initial analysis showing that their investment in stormwater facilities in the right-of-way could outweigh their SSWM charges for a significant period of time – we are most comfortable advising the City to exempt its City streets from stormwater rates. This recommendation is further supported by the finding that eighty-five percent of our survey respondents exempt city streets . . .;” and

WHEREAS, FCS Group answered additional written questions dated August 28, 2012 from the Utility Advisory Committee in a follow-up memorandum from FCS Group dated August 31, 2012; and

WHEREAS, at the request of the Utility Advisory Committee, FCS Group and Parametrix representatives made themselves available for a conference call with the Committee in the afternoon of Tuesday, September 4, 2012, and responded to questions and comments from Committee members; and

WHEREAS, the Utility Advisory Committee following that conference call compiled a report of comments on both the FCS Group study and the City process that was submitted to the City Council on September 4, 2012; and

WHEREAS, the chair of the Utility Advisory Committee presented that report and provided additional comments regarding the FCS Group study and the issue of SSWM fees charged to City roads to the City Council at its Regular City Council Study Session meeting of Wednesday, September 5, 2012; and

WHEREAS, other members of the Utility Advisory Committee and members of the public also provided comments to the City Council regarding the FCS Group study and the issue of SSWM fees charged to City roads at the September 5, 2012 Study Session; and

WHEREAS, in response to the FCS Group study report that 85% of the cities surveyed exempted their streets from stormwater charges, the City Council asked that FCS Group be

requested to provide a follow-up survey those jurisdictions to determine, if possible, the rationale employed by each of them to reach that result; and

WHEREAS, counsel for the Ratepayers Alliance wrote to the City Council on September 10, 2012, stating that the Ratepayers Alliance favors Alternative 1 (charging 100% of the impervious rate) of the alternatives identified by FCS Group; and

WHEREAS, on September 12, 2012, FCS Group submitted a follow-up survey of the rationale relied on by those 85% of jurisdictions that exempt city streets from stormwater charges, to the extent that that could be determined by FCS Group; and

WHEREAS, FCS Group reported that some of the jurisdictions, including Arlington, Burlington, Kirkland, and Mill Creek, reported informally that they exempted their streets from stormwater charges because those streets are a part of their respective stormwater systems; and

WHEREAS, FCS Group also determined that a number of jurisdictions had set forth the rationale for exempting city streets in their municipal codes, including, for example, the City of Battle Ground Municipal Code, Section 13.125.050, which provides in part: “The following special categories of property are exempt from service charges and system development charges: City street rights-of-way, all of which are a part of the system pursuant to the plan;” and

WHEREAS, the City of Burien Municipal Code, Section 13.10.340(9), provides: “The city roads and state highway programs provide substantial annual programs for the construction and maintenance of drainage facilities, and the road systems and their associated drainage facilities serve as an integral part of the surface and storm water management system. City and state road drainage systems, unlike the drainage systems on other properties, are continually being upgraded to increase both conveyance capacity and control. City roads and state highways shall not be charged a rate in recognition of the benefit to the surface and storm water management services provided by the drainage facilities associated with the city roads and state highway programs; provided, that those drainage facilities are constructed, operated, and maintained in accordance with this chapter.”; and

WHEREAS, the City of Covington Municipal Code, Section 13.30.050(9), which exempts city streets, provides in part: “The City roads and State highway programs provided substantial annual programs for the construction and maintenance of drainage facilities, and the roads systems and their associated drainage facilities serve as an integral part of the surface and stormwater management system.”; and

WHEREAS, the City of Federal Way Municipal Code, Section 11.40.100, which exempts city streets, provides in part: “. . . the city and county roads and state highway programs provide substantial annual programs for the construction and maintenance of storm drainage control facilities, and the roads systems and their associated storm drainage facilities serve as an integral part of the surface and stormwater management system. . .”; and

WHEREAS, the City of Kenmore Municipal Code, Section 13.40.050(J), provides in part: “. . . both the city streets and state highway programs provide substantial annual programs

for the construction and maintenance of drainage facilities, and the streets systems and their associated drainage facilities serve as an integral part of the surface and stormwater management system. . . .”; and

WHEREAS, the City of Lake Forest Park Municipal Code Section 13.16.050(J) states in part: “. . . the city and county roads and state highway programs provide substantial annual programs for the construction and maintenance of storm drainage control facilities, and the roads systems and their associated storm drainage facilities serve as an integral part of the surface and stormwater management system. . . .”; and

WHEREAS, the follow-up survey from FCS Group was transmitted to the City Council and to the Utility Advisory Committee that day in advance of the discussion of SSWM fees to City roads scheduled for the Regular City Council Business Meeting of September 12, 2012; and

WHEREAS, during the Regular City Council Business Meeting of September 12, 2012, at which FCS Group and Parametrix representatives were present to answer any additional questions, the City Council discussed and debated the issue of the appropriate SSWM charges to be charged to City roads in accord with the Kitsap County Superior Court order of February 29, 2012; and

WHEREAS, the Council considered that FCS Group in its Report of Findings concluded that any one of four of the six rate alternatives identified (Alternatives 1-4) could be adopted as accurate, fair, clear, and supported by a legitimate rationale; and

WHEREAS, the Council also considered that FCS Group in its Report of Findings concluded with a recommendation that the City exempt City roads from stormwater charges based on either the rationale of Alternative 2 (streets are defined to be part of the stormwater system) or Alternative 3 (the City has made a substantial capital investment in the stormwater system serving property development over and above the runoff from the City streets themselves); and

WHEREAS, the Council considered that, in the one other case apart from *Bainbridge Ratepayers Alliance v. City of Bainbridge Island*, where plaintiffs had challenged a city’s stormwater rates to city roads, the Superior Court and the Court of Appeals had upheld the validity of the City of Tacoma Municipal Code Section (TMC 12.08.530) that exempts city streets from stormwater charges based on a combination of the rationale that city streets are part of Tacoma’s stormwater system and that Tacoma had made substantial capital investments in the stormwater infrastructure serving developed property. *Post v. City of Tacoma*, (unpublished opinion) 139 Wn. App. 1074 (2007); and

WHEREAS, the Council considered that where plaintiffs in a parallel challenge to a city’s inclusion of capital investment in its water system for purposes of calculating a water user’s equitable share of system costs – where the city had obtained at least part of that infrastructure through federal or state grants or from infrastructure investment of developers – the Washington Supreme Court held that the inclusion of outside funding in its asset base was

valid, as the Legislature had not explicitly prohibited such inclusion for cities. *Landmark Development, Inc. v. City of Roy*, 138 Wn.2d 561 (1999); and

WHEREAS, the Council further considered that the emphasis by the Kitsap County Superior Court's oral ruling of July 22, 2011 and by the letter sent on behalf of the Ratepayers Alliance of September 10, 2012, on the equal treatment of stormwater charges for the equivalent category of private and public property required by RCW 35.67.025 and RCW 35.92.021 compels a renewed review of the City's Municipal Code to determine if private roads are being charged the same stormwater rates as City and state roads; and

WHEREAS, it appears that at least from the January 1, 2008 effective date of storm and surface water rates established by Ordinance No. 2007-39, the numerous private roads serving various groups of properties on Bainbridge Island have been exempt from any stormwater charges, as there is no subsection in the code establishing any SSWM fees for private roads, much less fees equivalent to BIMC 13.24.089 setting stormwater fees for city-owned right-of-way or BIMC 13.24.090 setting stormwater fees for state highway right-of-way; and

WHEREAS, on the other hand, either a publicly or privately owned road that is an adjunct to a commercial development is charged an equal commercial stormwater fee under BIMC 13.24.080, as such a road is considered to be the equivalent of a driveway into the commercial development; and

WHEREAS, an example of such a publicly owned road that is an adjunct to a public commercial development and charged a commercial stormwater fee under BIMC 13.24.080 is NE Henshaw Place adjacent to the Bainbridge Island City Hall development, and an example of such a privately owned road that is an adjunct to a private commercial development and charged a commercial stormwater fee under BIMC 13.24.080 is Madrone Lane associated with the Roberts LLC development on Winslow Way; and

WHEREAS, while BIMC 13.24.090 purports to require charges to state highway right-of-way at a rate of 30% of the fee provided in BIMC 13.24.080, the City has never collected any such stormwater charges from the state due to the statutory barriers to collection embedded in RCW 90.03.525(2); and

WHEREAS, the Council also considered that private roads, since at least 1997, have been required to conform to the same design requirements as public streets (Section 7.01 of the City of Bainbridge Island Design and Construction Standards and Specifications, adopted by Ordinance No. 1997-23), and therefore in effect, private roads now provide the same complement of stormwater benefits as City roads; and

WHEREAS, at the end of the City Council discussion and debate regarding the appropriate SSWM rates to charge City roads the Council voted 4-1 (2 members having excused absences) to adopt the recommendations of the FCS Group study and the rationale of Alternative 2 and Alternative 3 in that study and exempt City roads from stormwater charges retroactive to the January 1, 2008 effective date of Ordinance No. 2007-39, in conformance with the Kitsap

County Superior Court Order of February 29, 2012 in *Bainbridge Ratepayers Alliance v. City of Bainbridge Island*; and

WHEREAS, being cognizant of the requirement in RCW 35.67.025 and RCW 35.92.021 for the same stormwater charges to be charged to the same category of both private and public property, the City Council also voted to apply the same exemption to private roads;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The above recitals shall be considered to be adopted by and included as part of this Ordinance.

Section 2. A new section is added to the Bainbridge Island Municipal Code to read as follows:

13.24.088 Methodology for street and road charges

- A. City roads and municipal streets are defined by the city's NPDES Phase II permit to be a part of the city's Municipal Separate Storm Sewer System and, in addition, the city is responsible for at least \$27 million in undepreciated stormwater infrastructure in the city streets serving developed property over and above what would be needed for just street runoff. City streets and roads therefore should be exempt from stormwater fees.
- B. RCW 90.03.525 prohibits a city from charging a state highway right-of-way more than 30 percent of the comparable property rate, but also prohibits a city from charging more than the fees the city charges to its own city streets. Accordingly, since city streets are exempt from stormwater fees, RCW 90.03.525 requires that the same exemption apply to state highway right-of-way.
- C. RCW 35.67.025 and RCW 35.92.021 both require that a city charge the same stormwater fee to public property as the rates charged to private property of the same category. Accordingly, since city streets are exempt from stormwater fees, RCW 35.67.025 and RCW 35.92.021 both require that the same exemption apply to private roads.

Section 3. Section 13.24.089 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

13.24.089 City Streets and roads charge.

~~The monthly fee for city-owned right of way shall be 30 percent of the fee provided in BIMC 13.24.080.~~ City-owned right-of-way shall be exempt from stormwater fees.

This exemption, however, does not apply to a city-owned road that is an adjunct to a city commercial/multi development, such as NE Henshaw Place adjacent to City Hall, and which is therefore charged a stormwater fee pursuant to BIMC 13.24.080 as part of a commercial/multi development.

Section 4. Section 13.24.090 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

13.24.090 State highway charge.

~~Pursuant to RCW 90.03.525 the monthly fee for state highway right-of-way shall be 30 percent of the fee provided in BIMC 13.24.080, unless the city and state agree to a different rate, or unless a court of competent jurisdiction holds otherwise. State highway right-of-way shall be exempt from stormwater fees.~~

Section 5. A new section is added to the Bainbridge Island Municipal Code to read as follows:

13.24.091 Private roads charge.

Private roads (a private “Way-of-travel,” as defined in BIMC 12.16.020(P), that is owned by either private persons or public entities) shall be exempt from stormwater fees.

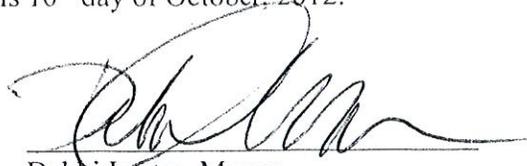
This exemption, however, does not apply to a private road that is an adjunct to a commercial/multi development, such as Madrone Lane adjacent to the Roberts LLC property on Winslow Way, and which is therefore charged a stormwater fee pursuant to BIMC 13.24.080 as part of a commercial/multi development.

Section 6. In conformance with the Kitsap County Superior Court Order of February 29, 2012 in *Bainbridge Ratepayers Alliance v. City of Bainbridge Island*, Kitsap County Superior Court Cause No. 10-2-00638-1, the charges established by this ordinance, amending BIMC 13.24.089 and BIMC 13.24.090 and adding a new section BIMC 13.24.091 related to private roads, shall be retroactive to January 1, 2008 – the effective date of storm and surface water charges established by Ordinance No. 2007-39.

Section 7. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this 10th day of October, 2012.

APPROVED BY THE MAYOR this 10th day of October, 2012.



Debbi Lester, Mayor

ATTEST/AUTHENTICATE:



Rosalind D. Lassoff, City Clerk

FILED WITH THE CITY CLERK:	September 21, 2012
PASSED BY THE CITY COUNCIL:	October 10, 2012
PUBLISHED:	October 12, 2012
EFFECTIVE DATE:	October 17, 2012
ORDINANCE NUMBER:	2012-16

Street	Cross Street Address	Sector	Culvert #	Distance	Size	Pipe Type	Catch Basin	Pipe Condition	Last Inspection	Initials	Needs Vactor	Date Completed	Needs Ditch Cleaning	Equipment Needed #50 or #23	Date Completed	Needs Marking	Date Completed	O&M / CIP / IH	Priority	Effect of Failure	Codes S - Separated, R - Rusted out, Cr - Crushed, Mix- see comments
Agate Pass Road	Start @ Stop Sign	1																			
Agate Pass Road	40' N of Dolphin	1	18	89'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					Relocate Marks
Agate Pass Road	16500	1	16	1979'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Agate Pass Road	Sanwick Place	1	13	2589'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			No					
Agate Point Road	Sign	1																			
Agate Point Road	16412	1	12	1349'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			No					
Agate Street	Start @ Stop Sign	1																			
Agate Street	17090	1	8	612'	12"	Conc	YES	OK	12/26/13	PM/RG	No		No			Yes					
Agate Street	17183	1	7	1038'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					Extend Outfall 5'
Agate Street	17329 - end of street	1	6	1627'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			No					Several separations
Agatewood Road	Start @ Stop Sign	1																			
Agatewood Road	Dolphin Drive-300' S of	1	24	1265'	12"	Conc	NO	S	12/26/13	PM/RG	No		No			No					
Agatewood Road	Dolphin Drive	1	23	1606'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			No					
Alma	Start @ Stop sign	1																			
Alma	Seabold; 30' north of	1	45	30'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
County Park Road	Street Sign	1																			
County Park Road	Trail Head Parking	1	29	308'	12"	Conc	NO	S	12/26/13	PM/RG	No		No			No					REPLACE
Dolphin Drive	Starts @ Street Sign	1																			
Dolphin Drive	Agatewood	1	22	20'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			No					
Dolphin Drive	7003	1	21	173'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Dolphin Drive	7200	1	20	1433'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Dolphin Drive	Bloedel Reserve	1	19	2568'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Gordon Street	Start @ Stop Sign	1																			
Gordon Street	8459	1	28	268'	12"	Conc	YES	OK	12/26/13	PM/RG	No		No			Yes					Under Water
Gordon Street	8533	1	27	640'	12"	CPEP	NO	OK	12/26/13	PM/RG	No		No			Yes					
Grotle Street	Start @ Stop Sign	1																			
Grotle Street	15455	1	26	153'	12"	CPEP	NO	OK	12/26/13	PM/RG	No		No			Yes					
Grotle Street	15400	1	25	542'	18"	Conc	NO	S	12/26/13	PM/RG	No		No			Yes					Separated
Harvey Road	Start @ Stop Sign	1																			
Harvey Road	15289	1	46	251'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					Not City Maintained
Henderson Road	Seabold/Henderson ST	1																			
Henderson Road	15137	1	49	170'	12"	Conc	NO	OK	12/27/13	PM/RG	No		No			No					
Henderson Road	15115	1	50	507'	18"	Conc	NO	S	12/27/13	PM/RG	No		No			No					Separated at Road edge
Komedal Road	Start @ Stop Sign	1																			
Komedal Road	15006	1	48	3133'	12"	Conc	NO	OK	12/27/13	PM/RG	No		Yes			Yes					
Komedal Road	15117	1	47	3626'	12"	Conc	NO	OK	12/27/13	PM/RG	Yes		No			Yes					Fence Obstructing outfall
Manual Road	Start @ Stop Sign	1																			
Manual Road	end of road	1	57	674'	12"	Conc	YES	OK	12/27/13	PM/RG	Yes		No			No					Catch Basin

Street	Cross Street Address	Sector	Culvert #	Distance	Size	Pipe Type	Catch Basin	Pipe Condition	Last Inspection	Initials	Needs Vactor	Date Completed	Needs Ditch Cleaning	Equipment Needed #50 or #23	Date Completed	Needs Marking	Date Completed	O&M / CIP / IH	Priority	Effect of Failure	Codes S - Separated, R - Rusted out, Cr - Crushed, Mix- see comments
North Street	Start @ Stop Sign	1																			
North Street	100' from Agate Point W	1	11	360'	24"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
North Street	Agate PT/Kinnear	1	10	522'	18"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
North Street	End of Road	1	9	1060'	12"	Conc	NO	S	12/26/13	PM/RG	No		No			Yes					Reset Inlet Separated
Ralston Road	Start @ Stop Sign	1																			
Ralston Road	6729	1	53	242'	12"	Conc	NO	OK	12/26/13	PM/RG	Yes		No			No					
Ralston Road	Silven	1	51	1260'	12"	Conc	YES	OK	12/27/13	PM/RG	Yes		No			Yes					
Reitan Road	Start @ Stop Sign	1																			
Reitan Road	16270	1	5	262'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Reitan Road	16362	1	4	682'	12"	Conc	YES	Cr	12/26/13	PM/RG	No		No			Yes					
Reitan Road	under bridge	1	3	1502'	12"	Conc	YES	OK	12/26/13	PM/RG	Yes		No			Yes					Clean Basin
Reitan Road	16243	1	2	2196'	18"	Mix	YES	OK	12/26/13	PM/RG	No		No			Yes					
Reitan Road	16233	1	1	2254'	12"	CAP	YES	OK	12/26/13	PM/RG	No		No			Yes					
Sanwick Place	Start @ Agate St. CL	1																			
Sanwick Place	Agate Pass Road	1	14	7'	12"	Conc	NO	S	12/26/13	PM/RG	No		No			Yes					Reset Inlet Separated
Sanwick Place	Bottom of Hill	1	15	786'	12"	Conc	YES	OK	12/26/13	PM/RG	No		No			Yes					
Sievertson Road	Start @ WPM CL	1																			
Sievertson Road	277' from W Port Madison	1	40	277'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			No					
Sievertson Road	14930	1	39	1118'	12"	CAP	NO	OK	12/26/13	PM/RG	No		No			Yes					
Sievertson Road	100' past 14930	1	38	1321'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Sievertson Road	14796	1	37	1737'	12"	CGP	NO	OK	12/26/13	PM/RG	Yes		No			Yes					
Sievertson Road	147966, 150' South of	1	36	1953'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					
Sievertson Road	14660	1	35	2234'	12"	Conc	YES	OK	12/26/13	PM/RG	Yes		No			No					Catch Basin & Inlet
Silven Avenue	(west end)	1																			
Silven Avenue	14324	1	52	231'	12"	Conc	NO	OK	12/27/13	PM/RG	No		No			No					
Skogen Lane	Start @ Stop Sign	1																			
Skogen Lane	15166	1	32	967'	12"	Conc	NO	S	12/26/13	PM/RG	No		No			Yes					Separated at outfall
Skogen Lane	15151	1	31	1132'	12"	Conc	NO	OK	12/26/13	PM/RG	No		Yes			Yes					Under water
Skogen Lane	14900	1	30	1717'	8"	CPEP	YES	OK	12/26/13	PM/RG	Yes		No			Yes					Clean by hand
Stranne Road	Start @ Stop Sign	1																			
Stranne Road	Hidden Cove	1	56	24'	12"	Conc	NO	OK	12/27/13	PM/RG	No		No			Yes					Outfall end broken eroding bank
Stranne Road	end of road (asphalt)	1	55	574'	12"	Conc	NO	OK	12/27/13	PM/RG	No		No			No					
Stranne Road	end of road (driveway)	1	54	608'	12"	Conc	NO	S	12/27/13	PM/RG	No		No			No					
W Port Madison Road	Start @ Stop Sign	1																			
W Port Madison Road	702' East of 305	1	44	702'	18"	CPEP	NO	OK	12/26/13	PM/RG	No		No			Yes					
W Port Madison Road	7590	1	43	2334'	12"	Conc	NO	S	12/26/13	PM/RG	No		No			Yes					Small Separations
W Port Madison Road	7758	1	42	2744'	12"-18"	Mix	NO	OK	12/26/13	PM/RG	No		No			Yes					
W Port Madison Road	8008	1	41	3586'	12"	Conc	NO	OK	12/26/13	PM/RG	No		No			Yes					

General Information									Inspection / Maintenance Information										Inspection Comments			
Street	Cross Street Address	Sector	Culvert #	Distance	Size	Pipe Type	Catch Basin	Pipe Condition	Last Inspection	Initials	Needs Vactor	Date Completed	Needs Ditch Cleaning	Equipment Needed #50 or #23	Date Completed	Needs Marking	Date Completed	O&M / CIP / IH	Priority	Effect of Failure	Codes S - Separated, R - Rusted out, Cr - Crushed, Mix- see comments	
W Port Madison Road	Sievertson	1	34	3799'	12"	CPEP	NO	OK	12/26/13	PM/RG	No		No			Yes						
W Port Madison Road	Skogen Lane	1	33	4578'	12"	CPEP	NO	OK	12/26/13	PM/RG	No		No			Yes						
Cambridge Crest	Start @ Stop Sign	2														Yes						
Cambridge Crest	Phelps	2	58	0'	12"	CPEP	YES	OK	1/2/14	PM/RG	No		No			Yes						
Cambridge Crest	Phelps	2	59	26'	12"	CPEP	YES	OK	1/2/14	PM/RG	No		No			No						
Cambridge Crest	13463	2	60	1536'	12"	CPEP	NO	OK	1/2/14	PM/RG	No		No			No						
Cambridge Crest	13439	2	61	1654'	12"	CPEP	YES	OK	1/2/14	PM/RG	No		No			No						
Cascade Street	Start @ Stop Sign	2																				
Cascade Street	John Street	2	52	316'	18"	CGP	NO	R	1/6/14	PM/CD	No		No			No					REPLACE	
Charti		2																				
Charti	13516	2	62	232'	12"	CPEP	YES	OK	1/2/14	PM/RG	No		No			Yes						
Day Road East	Street Sign	2																				
Day Road East	8755	2	57	1203'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No			Yes					Under Water	
Day Road East	8960	2	56	2384'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No			Yes					Under Water	
Day Road East	9470	2	55	3999'	12"	Conc	NO	OK	1/6/14	PM/CD	Yes		Yes			Yes					Catch Basin Full of asphalt	
Day Road East	N.Madison	2	79	4235'	12"	Conc	NO	OK	1/6/14	PM/CD	Yes		Yes			Yes					Ditch outfall	
Day Road East	9883	2	54	5822'	18"	Conc	NO	OK	1/6/14	PM/CD	Yes		Yes			No					Handwork	
Day Road East	Sunrise	2	70	6830'	18"	Conc	YES	OK	1/6/14	PM/CD	Yes		No			Yes					Catch Basin	
Ellingsen Road	Start @ Stop Sign	2																				
Ellingson Road	13909	2	24	1397'	12"	Conc	NO	OK	1/2/14	PM/RG	No		No			No						
Ellingsen Road	13665	2	25	2112'	12"	Conc	NO	OK	1/2/14	PM/RG	No		Yes			No						
Euclid Avenue	Euclid/Washington St Sign	2																				Ditch inlet
Euclid Avenue	15830	2	6	443'	12"	CGP	YES	OK	1/6/14	PM/CD	Yes		No			Yes						
Euclid Avenue	15660	2	7	1349'	18"	Mix	YES	S	1/6/14	PM/CD	Yes		No			Yes					Catch Basin & pipe	
Euclid Avenue	15632	2	8	1800'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No			Yes					Catch Basin	
Euclid Avenue East	Starts @ Stop Sign	2																				
Euclid Avenue East	Lafayette	2	15	73'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No			No						
Euclid Avenue East	15318	2	16	671'	18"	CGP	NO	OK	1/6/14	PM/CD	No		No			No						
Euclid Avenue East	15124	2	17	1111'	18"	CGP	NO	OK	1/6/14	PM/CD	No		No			No						
Euclid Avenue East	200 yds N of Phelps Rd	2	18	1615'	18"	Mix	NO	OK	1/6/14	PM/CD	No		No			No						
Euclid Avenue East	Phelps	2	19	2168'	12"	Conc	NO	OK	1/6/14	PM/CD	No		Yes			No						
Euclid Avenue West	Starts @ Stop Sign	2																				
Euclid Avenue West	16554	2	13	349'	12"	Conc	YES	OK	1/3/14	PM/RG	No		No			Yes						
Euclid Avenue West	16307	2			12"	Mix	YES	OK	1/3/14	PM/RG	Yes		No			Yes						
Euclid Avenue West	16304	2	12	1479'	12"	Conc	NO	OK	1/3/14	PM/RG	No		No			No						
Euclid Avenue West	16211	2	11	1794'	12"	Conc	YES	OK	1/3/14	PM/RG	No		No			No						
Euclid Avenue West	16005	2	10	2294'	12"	Conc	YES	OK	1/3/14	PM/RG	Yes		No			No					Catch Basin & pipe	
Euclid Avenue West	Lafayette Avenue	2	9	2345'	12"	Conc	YES	OK	1/3/14	PM/RG	Yes		No			Yes					Catch Basin X2	

General Information									Inspection / Maintenance Information											Inspection Comments	
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Fairfield	Teem Loop	2																			
Fairfield	13257	2	63	53'	12"	CPEP	YES	OK	1/3/14	PM/RG	No		No		No						
Hidden Cove Road East	Start @ Stop Sign	2																			
Hidden Cove Road East	9198	2	34	160'	18"	Conc	NO	OK	1/2/14	PM/RG	No		No		No						Inlet sand bagged friend of Mayor
Hidden Cove Road East	9000	2	35	405'	18"	Conc	NO	OK	1/2/14	PM/RG	No		No		No						Hand dig outfall
Hidden Cove Road East	8205	2	36	2587'	80"	CAP	NO	OK	1/2/14	PM/RG	No		No		No						
Hidden Cove Road East	8075	2	37	4231'	12"	Conc	YES	OK	1/2/14	PM/RG	No		No		No						
Hidden Cove Road East	8024	2	38	4696'	12"	Conc	YES	S	1/2/14	PM/RG	No		No		Yes						Reset first & last section
Hidden Cove Road East	7996	2	39	5046'	12"	Conc	YES	OK	1/2/14	PM/RG	No		Yes		No						CB on Private property
Hidden Cove Road East	7995	2	40	5396'	12"	Mix	YES	S	1/2/14	PM/RG	Yes		Yes		No						
Hidden Cove Road East	7892	2	41	5884'	12"	Conc	NO	OK	1/2/14	PM/RG	No		No		No						
Hidden Cove Road East	7750	2	42	6319'	24"	Conc	NO	OK	1/2/14	PM/RG	No		No		No						
Hidden Cove Road East	7599	2	43	7014'	12"	Mix	NO	OK	1/2/14	PM/RG	No		No		Yes						
Knight Rd	Sunrise	2																			
Knight Rd	Sunrise	2	71	0'	12"	CPEP	YES	OK	1/6/14	PM/CD	Yes		No		Yes						Catch Basin
Lafayette Avenue	Euclid Ave W	2																			
Lafayette Avenue	9304	2			12"	DI	Yes	OK	1/6/14	PM/CD	Yes		No		No						Catch Basin X 2
Lafayette Avenue	Euclid, bus stop	2	5	962'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No		Yes						
Lafayette Avenue	9832	2	4	1190'	18"-24"	Mix	NO	OK	1/6/14	PM/CD	No		No		Yes						
Lafayette Avenue	10035	2	3	1891'	12"	Conc	NO	Cr	1/6/14	PM/CD	No		No		Yes						Under water
Meigs RD	W Euclid	2																			
Meigs RD	W Euclid	2	72	0'	12"	Conc	NO	OK	1/3/14	PM/RG	Yes		No		No						
Millstone	Start @ Mailbox 13235	2																			
Millstone	13229	2	64	49'	12"	CPEP	YES	OK	1/3/14	PM/RG	No		No		Yes						
Misty Vale	Start @ Stop Sign	2																			
Misty Vale	Sunrise	2	73	0'	12"	CGP	YES	OK	1/6/14	PM/CD	No		No		Yes						Heavily Rusted with holes
Misty Vale	14537	2	50	239'	18"	CGP	NO	OK	1/6/14	PM/CD	Yes		No		Yes						Clean & video
North Madison	Start @ Stop Sign	2																			
North Madison	14229	2	44	999'	18"	Conc	NO	OK	1/6/14	PM/CD	No		No		No						Reset inlet
North Madison	13645	2	53	2914'	24"	Conc	NO	OK	1/6/14	PM/CD	No		No		No						
Phelps Road	Start @ Stop Sign	2																			
Phelps Road	Day Road East	2	30	0'	18"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						
Phelps Road	13249	2	29	1416'	18"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						
Phelps Road	13452	2	28	2934'	18"	Conc	YES	OK	1/3/14	PM/RG	No		No		Yes						
Phelps Road	13502	2	27	3259'	12"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						
Phelps Road	13527	2	26	4214'	18"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						Inlet separated
Phelps Road	Ellingson Road	2	23	5912'	12"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						
Phelps Road	14432	2	22	6489'	12"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						

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Phelps Road	Frog Rock	2	21	7254'	18"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						
Phelps Road	14607	2	20	7481'	12"	Conc	NO	OK	1/3/14	PM/RG	Yes		No		Yes						
Point Monroe Drive	Start @ Sunrise CL	2																			
Point Monroe Drive	Sunrise - 252' East of	2	1	252'	18"	HDPE	NO	OK	1/6/14	PM/CD	No		No		Yes						
Spargur Loop Road	Start @ Stop Sign	2																			
Spargur Loop Road	Hidden Cove	2	74	0'	12"	Conc	NO	OK	1/3/14	PM/RG	Yes		No		Yes						
Spargur Loop Road	8802	2			12"	CPEP	NO	OK	1/3/14	PM/RG	No		No		Yes						
Spargur Loop Road	8774	2	33	1050'	12"	Conc	YES	OK	1/3/14	PM/RG	No		No		Yes						Fence over CB
Spargur Loop Road	8830	2	32	1352'	12"	Conc	NO	OK	1/3/14	PM/RG	No		No		Yes						
Spargur Loop Road	9010	2	31	1989'	12"	Conc	YES	OK	1/3/14	PM/RG	Yes		No		Yes						Catch Basin
Spargur Loop Road	9019	2	30	2255'	12"	Conc	NO	OK	1/3/14	PM/RG	No		No		No						
Selfors	Hidden Cove	2																			
Selfors	Hidden Cove	2	75	0'	12"	Conc	NO	S	1/2/14	PM/RG	No		No		Yes						
Sumanee		2																			
Sumanee	8384	2	76	970'	12"	CPEP	YES	OK	1/3/14	PM/RG	No		No		Yes						
Sumanee	8342	2	65	2142'	12"	CPEP	YES	OK	1/3/14	PM/RG	No		No		Yes						
Sunrise Drive	Intake	2																			
Sunrise Drive	Pt. Monroe	2	2	0'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No		No						
Sunrise Drive	15551	2	48	232'	18"	Conc	NO	OK	1/6/14	PM/CD	No		No		No						
Sunrise Drive	14950	2	49	1446'	12"	CPEP	NO	OK	1/6/14	PM/CD	No		No		No						
Sunrise Drive	14250	2	51	4230'	12"	Conc	YES	OK	1/6/14	PM/CD	No		No		No						
Sunrise Drive	Dripping Water Creek	2	40	6507'	24"	Conc	NO	S,Cr	1/6/14	PM/CD	No		No		Yes						
Sunrose	Sunrise	2																			
Sunrose	Sunrise	2	78	0'	12"	CPEP	NO	OK	1/6/14	PM/CD	No		No		Yes						
Teem Loop	Start @ Stop Sign	2																			
Teem Loop	13209	2	66	48'	12"	CPEP	YES	OK	1/3/14	PM/RG	Yes		No		Yes						
Teem Loop	13221	2	67	1179'	12"	CPEP	YES	OK	1/3/14	PM/RG	No		No		Yes						
Teem Loop	Sumanee PI	2	68	1755'	12"	CPEP	YES	OK	1/3/14	PM/RG	Yes		No		Yes						
Torvanger Road	Start @ Stop Sign	2																			
Torvanger Road	Sunrise Dr.	2	47	37'	18"	CGP	NO	R	1/6/14	PM/CD	No		No		No						Some Rust Holes
Torvanger Road	10029	2	46	1258'	18"	CGP	NO	R	1/6/14	PM/CD	No		No		No						REPLACE Large rust holes
Torvanger Road	9856	2	45	1813'	18"	CGP	NO	R	1/6/14	PM/CD	No		No		No						Some Rust Holes
Trail Heights	Hgts/Cambridge St Sign	2																			
Trail Heights	13000	2	69	311'	12"	CPEP	YES	OK	1/2/14	PM/RG	Yes		No		No						CB
Washington Avenue	Start @ Stop Sign	2																			
Washington Avenue	15011	2	14	579'	12"	Conc	NO	OK	1/6/14	PM/CD	No		No		No						
Abies	Beginning @ Stop Sign	3																			
Abies	Koura	3	49	0'	15"	CGP	NO	OK	12/30/13	PM/RG	No		No		No						

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Abies	7206	3	40	195'	12"	CGP	NO	OK	12/30/13	PM/RG	No		No			Yes						
Abies	7408	3	41	786'	12"	CGP	NO	OK	12/30/13	PM/RG	No		Yes			Yes						Vactor ditch outfall Marks way off
Abies	Pinyon	3	50	1331'	12"	CGP	NO	R	12/30/13	PM/RG	No		No			Yes						
Astor Court	Start @ Stop Sign	3																				
Astor Court	11513 Astor Court	3	32	180'	12"	CAP	YES	OK	12/30/13	PM/RG	Yes		No			No						
Bay Hill Road	Start @ Stop Sign	3																				
Bay Hill Road	7480	3	21	1226'	18"	Conc	YES	OK	12/30/13	PM/RG	No		No			No						
Chadwick		3																				
Chadwick	11520	3			12"		Yes	OK	2/13/14	PM/RG	Yes		No			No						
Bayview Boulevard	Start @ Stop Sign	3																				
Bayview Boulevard	6687	3	42	202'	18"	Conc	NO	OK	12/30/13	PM/RG	No		No			No						
Bayview Boulevard	6639	3	51	513'	12"	CPEP	YES	S	12/30/13	PM/RG	Yes		No			No						CB
Bergman Road	Start @ Stop Sign	3																				
Bergman Road	7601	3	16	205'	18"	Mix	NO	S	12/30/13	PM/RG	Yes		No			No						Fix in middle
Bergman Road	7750	3			18"	Conc	NO	OK	2/13/14	PM/RG	No		No			No						
Bergman Road	Peterson Hill Road	3	15	1525'	78"	CGP	NO	OK	12/30/13	PM/RG	No		No			No						
Brigham	Olympic Terrace	3																				
Brigham	Olympic Terrace	3	52	0'	12"	Conc	NO	OK	12/30/13	PM/RG	No		No			No						
Brigham	Blue Heron	3			12"	CPEP	Yes	OK	12/30/13	PM/RG	Yes		Yes			Yes						
Williams	Olympic Terrace	3			12"	Conc	No	OK	12/30/13	PM/RG	Yes		No			No						
Day Road West	Start @ Stop Sign	3																				
Day Road West	Manzanita, 200' East of	3	11	206'	18"	Conc	NO	OK	1/2/14	PM/RG	Yes		No			Yes						
Day Road West	300' East of 6969	3	10	1439'	24"	Conc	NO	OK	1/2/14	PM/RG	No		No			Yes						
Day Road West	Watson's Factory	3	9	4325'	12"	Conc	YES	OK	1/2/14	PM/RG	No		No			No						
Fieldstone		3																				
Fieldstone	Koura	3	53	0'	12"	CGP	NO	OK	12/30/13	PM/RG	No		No			No						
Hidden Cove Road West	Start @ Stop Sign	3																				
Hidden Cove Road West	Stranne Road	3	1	325'	18"	Conc	NO	OK	12/27/13	PM/RG	No		No			No						
Hidden Cove Road West	Henderson Road -200' E of	3	2	1937'	18"	CPEP	NO	OK	12/27/13	PM/RG	No		No			Yes						
Hidden Cove Road West	6318 -end of road, west	3	3	3137'	12"	DIP	YES	OK	12/27/13	PM/RG	No		Yes			No						Open inlet
Hidden Cove Lane	Start @ Stop Sign	3																				
Hidden Cove Lane	13392	3	6	302'	12"	CGP	NO	OK	12/27/13	PM/RG	No		No			Yes						
Koura Farm	Start @ Stop Sign	3																				
Koura Farm	Fieldstone	3	54	0'	12"	CPEP	NO	OK	12/30/13	PM/RG	Yes		No			No						
Koura Farm	Cul de sac	3	55	459'	12"	CPEP	NO	OK	12/30/13	PM/RG	Yes		No			No						Culvert
Koura Farm	Cul de sac	3			12"	CPEP	Yes	OK	12/30/13	PM/RG	Yes		No			No						CB & Culvert
Koura Road		3																				
Koura Road	6750	3	47	458'	12"	Conc	NO	OK	12/30/13	PM/RG	No		No			No						

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Koura Road	Williams	3	48	991'	12"	DIP	YES	OK	12/30/13	PM/RG	Yes		No			Yes					
Larix		3																			
Larix	Abies	3	56	0'	12"	CGP	NO	OK	12/30/13	PM/RG	No		No			Yes					
Lovgren Road West	Start @ Stop Sign	3																			
Lovgren Road West	8295 -200' east of	3	26	1098'	18"	CAP	NO	OK	1/2/14	PM/RG	No		No			No					
Lovgren Road West	8000 -400' east of	3	27	2096'	18"	CPEP	NO	OK	1/2/14	PM/RG	No		No			No					
Lovgreen Road West	7984	3	28	2677'	24"	CAP	NO	OK	1/2/14	PM/RG	No		No			Yes					
Lovgreen Road West	7984	3	29	2926'	36"	CGP	NO	OK	1/2/14	PM/RG	No		No			Yes					
Manzanita	Start @ Bergman St Sign	3																			
Manzanita	12520	3	8	352'	12"	Conc	NO	S,Cr	12/30/13	PM/RG	No		No			No					Outfall on beach
Manzanita	12662	3	7	1135'	12"	Conc	NO	S,Cr	12/30/13	PM/RG	Yes		No			No					
Manzanita LN		3																			
Manzanita LN	Peterson Hill Road	3	57	0'	12"	Conc	NO	OK	12/30/13	PM/RG	No		No			Yes					
Matsu Pl	Start @ Stop Sign	3																			
Matsu Pl	Bayhill	3	58	21'	18"	CGP	YES	R	12/30/13	PM/RG	No		No			Yes					
Meadowmeer Circle	Start @ Stop Sign	3																			
Meadowmeer Circle	11225	3	34	154'	18"	CAP	NO	OK	12/30/13	PM/RG	Yes		Yes			No					Outfall / talk to home owner
Meadowmeer Circle	Barthrop Court	3	33	854'	12"	CAP	NO	R	12/30/13	PM/RG	No		No			No					Rock outfall
Meadowmeer Circle	11550	3	31	2067'	12"	CAP	YES	OK	12/30/13	PM/RG	Yes		No			Yes					Clean basin 1
Meadowmeer Circle	11621	3	30	2562'	12"	CAP	YES	R	12/30/13	PM/RG	Yes		No			Yes					Clean basin & replace pipe
Meadowmeer Road	Circle CENTERLINE	3																			
Meadowmeer Road	Peggy - intersection	3	35	0'	18"	CAP	YES	OK	12/30/13	PM/RG	No		Yes			Yes					Ditch outfall
Meadowmeer Road	Medway - intersection	3	36	0'	12"	CAP	NO	OK	12/30/13	PM/RG	No		No			Yes					
Meadowmeer Road	Katy - intersection	3	37	0'	12"	CAP	NO	OK	12/30/13	PM/RG	No		No			Yes					
Meadowmeer Road	Renney - intersection	3	38	0'	12"	CAP	YES	OK	12/30/13	PM/RG	Yes		Yes			Yes					Wires ditch with vector
Miller Road	Start @ Y on Miller	3																			
Miller Road	Day Road West	3	12	116'	18"	Conc	NO	Cr	1/2/14	PM/RG	No		No			Yes					Last section of outfall broken / tree removal
Miller Road	12714 -100' S of	3	13	694'	18"	Conc	NO	S	1/2/14	PM/RG	Yes		No			Yes					Last section of inlet separated
Miller Road	Bergman - 50' North of	3	14	1925'	18"	Conc	NO	S	1/2/14	PM/RG	No		No			Yes					
Miller Road	12305 -100' south of	3	17	2631'	36"	Conc	NO	OK	1/2/14	PM/RG	No		No			Yes					
Miller Road	11431 -40' south of	3	22	5931'	18"	CPEP	YES	OK	1/2/14	PM/RG	No		No			Yes					
Monte Vista	Start @ Stop Sign	3																			
Monte Vista	Olympic Terrace	3	59	0'	12"	Conc	YES	OK	12/30/13	PM/RG	No		Yes			No					Extend out fall 10'
Monte Vista	6513	3	24	713'	12"	Conc	NO	OK	12/30/13	PM/RG	No		No			No					
Monte Vista	6506	3	25	1221'	12"	Conc	YES	Cr	12/30/13	PM/RG	No		No			No					
Olympic Terrace	Start @ Stop Sign	3																			
Olympic Terrace	Monte Vista -north of	3	23	2508'	18"	Conc	NO	OK	12/30/13	PM/RG	Yes		No			No					
Peterson Hill Road	Start @ Stop Sign	3																			

General Information									Inspection / Maintenance Information										Inspection Comments		
Street	Cross Street Address	Sector	Culvert #	Distance	Size	Pipe Type	Catch Basin	Pipe Condition	Last Inspection	Initials	Needs Vactor	Date Completed	Needs Ditch Cleaning	Equipment Needed #50 or #23	Date Completed	Needs Marking	Date Completed	O&M / CIP / IH	Priority	Effect of Failure	Codes S - Separated, R - Rusted out, Cr - Crushed, Mix- see comments
Peterson Hill Road	12034	3	18	1408'	12"	Conc	NO	OK	12/30/13	PM/RG	No		No			No					
Peterson Hill Road	12248	3	19	1675'	12"	Conc	NO	OK	12/30/13	PM/RG	No		No			No					
Peterson Hill Road	Bergman 100 yards East of	3	20	1980'	135"	CGP	NO	OK	12/30/13	PM/RG	No		No			No					
Public Works Yard	Start @ Gate	3																			
Public Works Yard	342' S of Hidden Cove	3	43	342'	12"	CPEP	YES	OK	1/2/14	PM/RG	No		No			Yes					
Public Works Yard	427' S of Hidden Cove	3	44	427'	12"	CPEP	YES	OK	1/2/14	PM/RG	Yes		No			Yes					
Public Works Yard	948' S of Hidden Cove	3	45	948'	12"	CAP	NO	OK	1/2/14	PM/RG	No		No			Yes					
Public Works Yard	956' S of Hidden Cove	3	46	956'	12"	CAP	YES	OK	1/2/14	PM/RG	No		No			Yes					
Silven Avenue	Start @ Stop Sign	3																			
Silven Avenue	Hidden Cove West	3	4	0'	12"	CGP	NO	OK	12/27/13	PM/RG	No		Yes			No					5' of inlet
Silven Avenue	Hidden Cove West	3	62	10'	12"	CMP	NO	R	12/27/13	PM/RG	No		Yes			No					REPLACE / 10' of inlet ditch
Silven Avenue	14315 -end of road	3	5	590'	12"	Mix	NO	OK	12/27/13	PM/RG	No		No			No					
Sunset Loop		3																			
Sunset Loop	Bayhill	3	61	0'	18"	CGP	NO	R	12/30/13	PM/RG	Yes		No			Yes					REPLACE
Tyler Place	Start @ Stop Sign	3																			
Tyler Place	11518	3	39	143'	12"	CPEP	NO	OK	12/30/13	PM/RG	Yes		No			No					

Appendix 11- Stormwater Conveyance System
2014 Ranked Project List

Priority	ID	Location	Deficiency Description/ Justification	Proposed Project Description/ Estimate Basis	Project Type	Estimate
Agate Passage Drainage Basin (AP)						
N/A	AP-003	Reitan Road	Lack of Conveyance System, Easement needed but neighboring property owner not willing	Project Cancelled, not practical to obtain easements needed	CAPITAL	
Port Madison Drainage Basin (PM)						
N/A	PM-001	Phelps Road at 14519	Roadway drainage across private property was altered by property owner. No easement. Gets Blocked.	Recommend assisting property owner. Not financially feasible or likely permitable due to wetland impacts to re-route conveyance. Refer to Brown Wheeler Report.	CAPITAL	
3	PM-005	7996 Hidden Cove Road	12" Concrete separated and broken	Repair	ACRP-?	
3	PM-006	8024 Hidden Cove Road	12" concrete separated		ACRP-?	
3	PM-NA	County Park Road and Park Parking Lot	12" Conc. Broken		ACRP-O&M	
4	PM-NA	Manuel Lane	12", Water overtopping low volume local access roadway at bottom of hill.	Upsize the culvert	ACRP-O&M	
3	PM-NA	Hidden Cove Estates Pond Retrofit	Pond overtops in storm events flooding properties	Modify control structure, consider upgrading outfall Monitor and replace if signs of roadway settlement. Provide 24" elliptical culvert for improved flow characteristics between wetlands. Potential opportunity for grant funding.	ACRP-O&M?	
4	PM-NA	Euclid Avenue at wetlands	12" corrugated metal with rusted out bottom. Located between two wetlands.			
Sunrise Drainage Basin (SR)						
3	S-003	Sunrise Drive from north of rolling bay to south of Torvanger	Roadways lack sufficient conveyance and outfalls.	Recomndation; impliment area drainage study to develop alternatives. Ditches, culverts???	CAPITAL	
4	S-004	NE Day East (SR305 to Sunrise)	Insufficient conveyances. Similar to S-003			
2	S-005	NE Mountain View	Repair outfall inlet defecency. Lack of conveyacnes. Potential to reduce stormwater run off for adjacent bluff properties.	Inlet at embankment pipe modifications. Roadway reconstruction and drainage improvements.	CAPITAL, 2014 DES	
4	S-007	Lafayette/ Heron Creek	Culvert under capacity, Fish Passage	Replace with fish passage culvert, remove down stream obstruction to fish passage	CAPITAL	177K
1	S-008	Dripping Water Creek, Sunrise Drive	36" Concrete separated and crushed. Significant water leaching into culvert.			
3	S-NA	10029 Torvanger	18" Metal culvert rusted out	Address prior to or in conjunction with Valley roadway reconstruction. Provide ditch and inlet improvements at intersection and on Logg Road between Gerte and Valley.	ACRP-O&M	
3	S-NA	Logg Road from Gerte Johnson to Valley and Valley Road from Sunrise to Falk	Gerte Johnson drainage and outfall improvements addressed in prior capital project. 2012 Brown Wheeler Study recomends conveyance improvements at Logg and Gerte intersection.			
4	S-NA	Fay Bainbridge Park/ Sunny Hill Creek	Errosion issues and flooding above Point Monroe Drive culvert crossing.	Potential opportunity for grant funding for "Point Monroe/ Faye Bainbridge Stormwater Outfall Improvement Project. Refer to LIO documents and Shoreline Master Program 2014 update.	CAPITAL	
Manzanita Bay Drainage Basin (MB)						
3	MB-001	Jay Street Flooding	Lack of conveyances. Neighborhood floods.	Ditch and culvert improvements.	CAPITAL	
3	MB-003	Venice Loop	Lack of conveyances.	Ditch and culvert improvements.		
3	MB-005	Bergman	Lack of conveyances. Roadway floods.			

Appendix 11- Stormwater Conveyance System
2014 Ranked Project List

3	MB-006	Dock Street	Degraded outfall pipe. This area lacks conveyances and it is suspected that historical drainages have been blocked. The property on the south side of the roadway floods during storm events.	A drainage study was conducted in 1997 outlining the issues in this area. Recommend Repair pipe and install tidal action projection for pipe. This project should be undertaken in advance of or combined with MB-019	ACRP-?	
4	MB-007	Miller Road at Manzanita Creek	36" Conc. Inadequate for fish passage. Culvert in OK condition as to 1-2-14	Recommendation; upgrade for fish passage Estimate from 2001 SWMP.	CAPITAL	463K
3	MB-018	Battle Point Dr. and Skinner Ln.	Lack of conveyances. Roadway and Neighborhood floods.	Recommend improving ditches, culverts, etc.	CAPITAL	
3	MB-NA	Mazanita Drive Conveyance Improvements (from Dock Steet to Day Road)	Lack of conveyances on Manzanita Drive from Dock to Day. Adjacent properties on the East side of the road near Day Road flood durring storm events.	Recommend conveyance improvemnts along Manzanita Drive from dock street to day road. This project could be combined with MB-006.		
1	MB-NA	12520 Manzanita Drive Culvert Replacement	12" Conc. Culvert w/ separation.	Replace and upsize culvert.	ACRP	
2	MB-NA	12662 Manzanita Drive	12" Conc. Culvert, Partly seperated	Recommend replacement.	CAPITAL	
3	MB-NA	Arrow Point Drive	Ponding water on roadway. Conveyances needed.	Install catch basin at low point and cross culvert outfalling to parks property with existing swale	O&M?	
Murden Cove Drainage Basin (MC)						
3	MC-007	Biscut	Water overtopping roadway at culvert?	Culvert and ditch work? Combine with Wardwell work near Bucksit intersection?		
3	MC-NA	Wardwell from Tripple Crown to McRedmond and Wardwell east of Biscut	Lack of conveyances, water on roadway.	Provide conveyance improvements.	CAPITAL	
4	MC-010	8530 Koura at Meigs Creek	24" Conc. OK condition 2007.	Recommend upgrade for fish Passage Culvert. Consider if lower reaches upgarded.		
3	MC-NA	Wardwell from Tripple Crown to McRedmond and Wardwell east of Biscut	Water does not adequately drain along roadside. Gravel from adjacent roads at intersection washes onto roadway and into storm conveyances. Roadway surfacing in poor condition.	Recommended; conveyance and water quality improvements, extending pavement at Bucksit approach. Combine with roadway repair/ reconstruction. Project under design in 2014.		
2	MC-NA	Wardwell at Woodward Creek	Culvert backs up during storm events and roadway overtops. Creek identified for fish.	Recommend replacing existing culvert with fish passage culvert. Project under design in 2014.		
4	MC-NA	7654 New Brooklyn	18" Metal Culvert w/ bottom rusted out. Wetland on both sides of the road.	Recommendation; monitor and replace if signs of roadway settlement.	CAPITAL	
2	MC-NA	9482 Green Spot Lane	12" Metal culvert that is rusted out.	Replace culvert	ACRP-O&M	
4	MC-NA	North Madison and SR305 at Murden Creek	Planning and coordination with WSDOT needed to address long term preservation needs. This is one of the Islands largest fish bearing creeks	Recommend replacing existing culverts with fish passage culverts.		
4	MC-NA	Salt Marsh and Creek Restoration	Restore function of salt marsh and creek altered by man to improve water quality.	Replace tidal control gate and outfall with large culvert. Restore manitou creek to the N Madison roadway embankment	CAPITAL	
Fletcher Bay Drainage Basin (FB)						
3	FB-001	10288 Battle Point Drive, near N. Tolo and Skinner	Flooding over roadway.			
3	FB-003	SpringRidge	Flooding over road in three placed. Road lacks ditches and culverts			

Appendix 11- Stormwater Conveyance System
2014 Ranked Project List

3	FB-005	Miller Road at Issei Creek	Undersized culverts.	Replace culvert. Upgrade size for capacity and fish passage. Estimate from 2001 SWMP.	CAPITAL	201K
2	FB-006	High School Road at Springbrook Creek	36" Culvert w/ bottom rusting out. Should be upsized for future capacity.	Replace culvert. Upgrade size for capacity and fish passage.	CAPITAL	\$100k
2	FB-007	Fletcher Bay Road at upper Springbrook Creek	24" metal culvert w/ bottom rusted out. Undersized culvert backs up during storm events.	Replace culvert. Upgrade size for capacity and fish passage.	CAPITAL	\$100k
4	FB-NA	High School Road near Fletcher Road at Springbrook Creek	Existing creek is ditched along High School Road.	Consider creek enhancement of ditched area at time when fish passage culverts are upgarded	CAPITAL	
3	FB-NA	4929 Tolo Road	6" Conc. Undersized	Replace/ Upgrade	ACRP-O&M	
4	FB-NA	Fletcher Bay Road at lower Springbrook Creek	Long term culvert preservation	Consider trenchless repairs/ maintenance	CAPITAL	
Eagle Harbor Drainage Basin (EH)						
3	EH-010	Wyatt Detention	Roadway overtops, downstream flooding	Improvements needed ranging from upgarding conveyances to detention. Further study needed.		
3	EH-011	Park Avenue near Wing Point Golf Club.	Lack of conveyances.	Refer to 2012 Area Drainage Study by Brown Wheeler. Recommend conveyance improvements to Dingly, Park, Alder, Cherry.		
3	EH-020	Yeomalt South Outfall	South Outfall - Outfall backs up at high tides flooding the easement area and adjoining property yards. This outfall drains significant upland areas.	Recommend upgrading outfall to allow for overdrainage of backed up pipe along seaward areas of the easement and or discharging to the intertidal zone and installing a check valve.	CAPITAL	
3	EH-20b	Yeomalt North Outfall	North Outfall backs up at high tide and floods low areas along roadway conveyance. Also it plugs up with sands & silts and is a maintenance problem.	Recommend upgrading outfall to discharge below intertidal zone and installing check valve. This conveyance is too low to tie into the southern outfall and thus additional easements are needed. Recommend resolution of long term easements for maintenance and upgrading. Potential opportunity for grant funding.	CAPITAL	
3	EH-021	Fairview/ Madrona	Lack of conveyances. Standing water along roadways and ponding on Madrona.	Refer to 2012 Area Drainage Study by Brown and Wheeler. Recommend conveyance improvements to Yeomalt, Dingley, and Madrona.		
4	EH-023	Gowen Creek	Fish passage blockage from old dam on private property.			
2	EH-034	Ferncliff/ Grand	15" CMP culvert rusted out & crushed.	Replace culvert.	ACRP	
3	EH-039	Lovell	Conveyance improvements needed.	Repair ditches and culverts, Provide new storm piping and catch basins as needed.		
4	EH-040	Wing Point Road	Old stormpiping needs replacement	Included in scope for Wing Point Way NM Improvement Project.	CAPTIAL	
?	EH-NA	Wing Point Way at Small Ravine	Existing 36" metal culvert rusted out.	Outfall repaired. Slip lining? Included in scope for Wing Point Way NM Improvement Project.	CAPTIAL	
3	EH-NA	1700 Wing Point Way	Existing 18" metal culvert with bottom rusted out.	Replace culvert.	ACRP	
2	EH-NA	Waterfront Park Outfall	Existing 12" concrete outfall to deep water is located in tidelands. DNR has not renewed lease and required reconfiguration of the outfall.	Reconsruction outfall. Provide water quality improvements. Potential opportunity for grant funding with "Waterfront Park Bulkhead Removal and Conveyance Retrofit Project"	CAPTIAL	\$125K
3	EH-NA	7740 Yeomalt Place	12" Concrete	Replace culvert.	ACRP-O&M	

Appendix 11- Stormwater Conveyance System
2014 Ranked Project List

4	EH-NA	Foot of Madison	Significant oil sheens observed at outfall. IDDE has resulted in clean up efforts. This urban area lacks water quality improvements.	Provide water quality structure. Potential Grant Opportunity.	CAPTIAL	
4	EH-NA	East Winslow Way	This urbanized area lacks water quality improvements.	Consider retrofits for outfalls in areas East of the Winslow Ravine to Ferncliff. Potential Grant Opportunity.	CAPTIAL	
2	EH-NA	Eagle Harbor Drive at Cooper Creek, Head of the Bay	Existing culverts overtop during storm events at high tides. Also adjacent Ray's Automotive floods.	Provide fish passage culvert or bridge. Raise roadway? May be incorporated into a larger restoration project for shorelines and habitat	CAPITAL	
4	EH-NA	Winslow Way at Ravine Creek	Long term culvert preservation	Consider trenchless repairs/ maintenance		
4	EH-NA	Wyatt at Sportsman's Club Creek	Long term culvert preservation	Consider trenchless repairs/ maintenance		
Gazzam Lake Drainage Basin (GL)						
3	GL-001	Hansen Road	Lacks conveyances. Shoulder flooding and erosion. Driveway and property flooding. Sunset is a gravel roadway and material washes onto paved areas on Hansen.	Recommend conveyance improvements nad roadway shoulder repairs		
3	GL-003	Upper Crystal Spring Drive	Lack of conveyances. Road runoff causing erosion of private property.			
1	GL-NA	4574 Crystal Springs	8" Aluminum Culvert undersized	Replace/ Upsize	ACRP - Contr.	8.5K
3	GL-NA	4674 Crystal Springs	8" Conc. Culvert undersized	Replace/ Upsize to 12"	ACRP - O&M	
Pleasant Beach Drainage Basin (PB)						
2	PB-001	Lynwood Center	Coveyanece improvements and tidal gate needed.	CIP#00065. Design completed.	CAPTIAL, 2014	
3	PB-005	Oddfellows Rd.	Blocked culvert on private property. Floods road.		ACRP-O&M	
3	PB-NA	5344 Ruby Place	12" Conc.	Replace	CAPTIAL	
3	PB-NA	3601 Pleasant Beach Drive south of Oddfellows intersection at un-named creek	Road settling. Condition OK per TV inspection in 2013.	Work deferred until easements can be secured from proprety owner to upsize downstream conveyances. Recommend Temporary repairiong roadway with CDF backfill to cap culvert.		
Eagledale Drainage Basin (ED)						
2	ED-003	New Sweeden Av.	12" dia. Conc. Culvert undersized. Flooding of roadway. Outfall purched and creek insized.	Replace with new upsized culvert. 0% Estimate is assumed number for non fish passage replacement.		\$50K
3	ED-004	Taylor Av. at S-turn	Upper - Double culvert undersized. Flooding of roadway. Lower - 36" Concrete culvert has lost section due to erosion. Upsize culverts for fish passage.			
1	ED-NA	5530 Eagle Harbor Drive at McDonnald Creek	24" Concrete Culvert deteriorated and seperated rusulting in water leaking out into embankments. Roadway embankment material is being washed out and cracks have developed in the roadway shoulder. Pipe section at outfall has seperated and dropped.	Consider trenchless repairs/ maintenance. 0% Estimate assumes culvert can be repaired using trenchless methods.	CAPITAL	\$100K
3	ED-NA	Rose Loop at Ravine	Roadway embankment erosion	CIP#00041	CAPITAL	
4	ED-NA	Rose Loop, NE corner to Eagledale Park.	2600 ft abandoned sewer line needs to be filled	Study, Collaborate with Parks Department		

Appendix 11- Stormwater Conveyance System
2014 Ranked Project List

1	ED-NA	10373 Pine Way	12" metal with bottom rusted out	Replace culvert	ACRP - O&M	
4	ED-NA	Eagle Harbor Drive at Wisky Creek	Long term culvert preservation	Consider trenchless repairs/ maintenance	CAPITAL	
2	ED-NA	Eagle Harbor Drive at Creaosote Creek	Long term culvert preservation, Outfall damaged by land slide.	Inspect culvert, downsteem vault, and outfall structure. Develop repair recommendations for outfall and consider trenchless repairs/ maintenance.		
Blakely Harbor Drainage Basin (BH)						
4	BH-004	Seaborn Rd. and 3T's Rd culverts.	Culverts in poor condition and undersized.	Consider combining this project with Blakely Hill reconstruction and drainage repairs.	CAPITAL	
4	BH-NA	Intersection drainage at Blakely Hill Rd. & Halls Hill Rd.	The ditch and culvert become inindated with sedement and back up resulting in sheet flow across the intersection.	O&M completed ditch and inlet maintenance in 2012. Recommend providing a more robust conveyance and inlet. Consider combining this project with repairs to Blakely Hill Road.		
2	BH-NA	Halls Hill at Blakely Falls Creek.	Bottom of culvert rusted out. Designated for fish passage. Undersized per engineering report produced for developer that constructed detention pond upstream. May proceed now that culvert at Seaborne has been addressed.	Design completed in 2013 and construction pending funding.	CAPITAL	
4	BH-007	Country Club Road at Mac's Dam Creek	Headwall undercut. Seperations. Salmon observed at head of culvert. Debris - Bolders, Timbers.	Replace existing old large diamter concrete culvert with fish passage culvert.	CAPITAL	
4	BH-NA	Mac's Dam Creek from Country Club to Blakely Avenue	Macs Dam Creek gradient likely suitable for fish spawning. Creek insized.	Study creek restoration and water quantity/quality. Creek restoration. Potential mitigation site for Seaborne.	CAPITAL	
4	BH-010	Blakely Avenue at upper Macs Dam Creek	Fish Passage improvements needed. Addressing outfall conditions may improve fish passage.	Recommend completing lower reach fish passage improvements prior.	CAPITAL	
4	BH-011	10566 Country Club Rd. at Crane Creek	12" & 15" diameter concrete pipe. Appears curved. 2.5' perch at outfall.	Recommend moniotiring and planning for repair in longer term.	CAPITAL	
3	BH-012	Blakely Avenue, East of Country Club Rd.	12" diamter culvert under capacity.			
4	BH-013	Halls Hill Road and intersection at bottom of hill re-alignment and improvements	A raised pavement edge and uphill ditch convey water off the hill. A reconstruted roadway may include tight line drianage to improve stromwater drainage.	Proposed improvement project would re-align Halls Hill road and the intersection with Blakely Avenue, Blakely Hill, Seaborn, and 3T's road.		
3	BH-NA	Blakely Hill Rd. Stabilatation and Reconstruction	Crane Lake Creek eroding Blakely Hill Road embankments. Low traffic volume Blakely Hill restricted to one lane for two way traffic. Drainage of Halls Hill Road important to remove water from potentially unstable hillside.	Raised pavement edge provided at Halls Hill to address roadway drainage. CIP# 00045-Halls Hill/ Blakely Hill Intersection and uphill roadway sections, roadway and stormwater improvements.	CAPITAL	
2	BH-NA	Blakley Avenue and 3T's area drainage. (Also refer to BH-013)	This area is flat and does not drain well. Blakely avenue overtops durring storm events. The ditches are inadquate at the base of Blakely Hill and water sheetflows through the intersection.	Address drainage in the vicinity of the base of Blakely Hill, Halls Hill, and Blakely Avenue, and 3T's roads. This work should be icluded in BH-013. If funding cannot be made avialable for BH-13 then this work should be addressed sooner. Potential grant opportunity for "Blakely Hill Road Drainage and Outfall Improvement Project".	CAPITAL	

Appendix 11- Stormwater Conveyance System
2014 Ranked Project List

2	BH-NA	Country Club Road from East of Toe Jam to revetment.	Existing ditches not adequately sloped to drain. Stormwater overtops roadway and two fronting properties are often flooded during storm events.	Reconstruct roadway and drainage. Raise roadway at time of reconstruction and reprofile ditch system for positive drainage.	CAPITAL	
South Beach Drainage Basin (SB)						
3	SB-NA	10039 South Beach Drive	Water falls off embankment and overflows drainage course flooding two properties across the roadway	Operation and Maintenance provided rock barrier to direct flows to ditch. Consider additional channeling and upsizing conveyances to north.	CAPITAL	
3	SB-NA	Toe Jam Hill Road at Southbeach Creek	Erosion at toe of roadway embankments. O&M repaired with rip rap a few years ago. Erosion continues.	Monitor and repair as needed. Recommend project to restore insizing of creek to address erosion and provide for creek habit restoration.	CAPITAL	
1	SB-NA	Deveny Avenue at culd-i-sac	Road and drainage improvements not completed by developer. Erosion problems have been reported.	Recommendation; impliment a interim project to address drainage and maintain access until fronting properties are developed.	O&M?	

Appendix 12 - SSWM ERU

<u>Property Class (Value - Description)</u>	<u>Accounts</u>	<u>ERU's</u>
111 - Single Family Residence	7780	8572
118 - MH - Leased Land	3	3
119 - MH - Real Property	172	182
121 - Duplex	32	50
122 - Triplex	6	7
123 - Four Units	9	15
131 - 5-9 Units	5	18
132 - 10-14 Units	1	5
133 - 15-19 Units	2	37
134 - 20-29 Units		
135 - 30-39 Units	6	88
136 - 40-49 Units	2	81
137 - 50+ Units	4	96
138 - Retirement Apts.		
141 - Condo, Residential	1121	1125
150 - MH Community	1	65
160 - Hotels and Motels	6	41
161 - Bed and Breakfast Lodging		
170 - Institutional Lodging		
180 - Other Residential	3	3
183 - Sheds and Garages	119	157
198 - Cabins	25	28
210 - Food Product Manf.		
230 - Apparel/Fabric Manf.		
240 - Wood Products Manf.		
250 - Furn. & Fixtures Manf.		
270 - Printing & Publishing		
320 - Clay & Glass Products		
340 - Fabricated Mtl Prod.		
390 - Misc. Manf.	1	76
410 - Railroads		
420 - Motor Vehicle Transport		
430 - Aircraft Transport		
440 - Marine Transport	1	57
459 - Totally Esmt Encumbered		
460 - Parking	8	125
470 - Communications	1	1
480 - Utilities	5	30
483 - Water Systems	8	8
485 - Sanitary Landfills	1	12
486 - Stormwater Retention		
489 - State Assessed Utilities	5	39
490 - Other Utilities		
500 - Commercial Condo or Slip		
510 - Wholesale Trade		
520 - Retail Bldg Materials		
530 - Retail, General		

Appendix 12 - SSWM ERU

<u>Property Class (Value - Description)</u>	<u>Accounts</u>	<u>ERU's</u>
540 - Retail, Food		
541 - Conv. Store w/Gas Pumps	3	44
543 - Conv. Store w/o Gas Pumps		
545 - Chain Type Groceries		
550 - Retail, Automotive		
551 - MH Home Sales Lot		
559 - Auto Wrecking Yard		
560 - Retail, Apparel		
570 - Retail, Home Furn.		
580 - Restaurants	6	30
581 - Fast Food	1	24
582 - Tavern		
590 - Other Retail Trade	71	238
591 - Neighborhood Center	7	67
592 - Community Center	6	174
593 - Regional Center		
610 - Finance, Insurance, etc.		
611 - Banks	8	83
620 - Personal Servicex		
624 - Cemeteries	1	0
630 - Business Services		
637 - General Warehouse	25	178
638 - Mini-Warehouse	7	114
640 - Repair Services	10	80
641 - Service Stations		
650 - Professional Services	1	10
651 - Medical/Dental Offices	8	46
653 - Hospitals		
656 - Convelescent Centers	4	49
660 - Construction Services		
670 - Governmental Services	9	112
680 - Educational Services	9	566
690 - Misc. Services	138	421
691 - Churches	15	151
710 - Cultural Activities	1	14
720 - Public Assembly	4	15
730 - Amusements		
740 - Recreational	5	64
744 - Marina	6	18
750 - Resorts/Group Camps		
760 - Parks	15	242
790 - Other Recreation		
810 - Agricultural (not O.S.)		
820 - Agricultural Related		
822 - Veterinarian Services	1	4
830 - CU Agriculture	22	26
840 - Fishing & Related Services		

Appendix 12 - SSWM ERU

<u>Property Class (Value - Description)</u>	<u>Accounts</u>	<u>ERU's</u>
850 - Mining & Related Services		
880 - Forest Land	6	2
890 - Resource Production		
910 - Undeveloped Land	205	241
911 - Common Area	2	24
920 - Non-Commercial Forest		
930 - Water Areas		
939 - Tidelands	2	7
940 - CU Open Space	59	96
950 - CU Timber	10	12
999 - Other Undev. Land	<u>1</u>	<u>1</u>
Totals	9995	14074

SSWM Rate Structure

Storm and Surface Water Management (SSWM) Utility

UAC Subcommittee:

Sarah Lee, chair / Robert Dashiell / Barry Peters

November 1, 2011 Recommendation to Council
By Utility Advisory Committee

Scope of Proposal

Included	NOT Included
SSWM rate structure	Scope of SSWM activities, SSWM mission or expenses.
What factors should affect fees? How should fees be computed? What discounts should apply? What incentives are desirable?	How much revenue does SSWM need? What should the SSWM budget be?
COBI Code Chapter 13.24: Storm and Surface Waters	Three other COBI Code chapters: 15.20: SSWM Management 15.21: SSWM Facilities Maintenance 15.22: Illicit Discharge Elimination

SSWM classes of customers

- Utility is island-wide
- ALL types of properties

<u>Single-Family Residential ("SFR")</u> Single-family detached homes	≈ 9,000
All other <u>residential</u> : duplex; multi-family; condos; apartment buildings	≈ 650
All <u>Non-Residential</u> parcels: (e.g. commercial, schools, parks, churches, undeveloped, etc.)	≈ 1,000

3

Policy Goals

- **Simplicity:**
 - Understandable to general public
 - Minimize administrative costs for ratepayers
- **Logical Nexus for Fee:**
 - Single-family home: One basic fee (ERU) per home
 - All other parcels: Fee based on impervious sq. footage
- **Fairness:**
 - Same sq foot method for multi-family rental/own
 - Low-income discount whether owning or renting
 - Lower fee if sparsely-developed (e.g. parks)

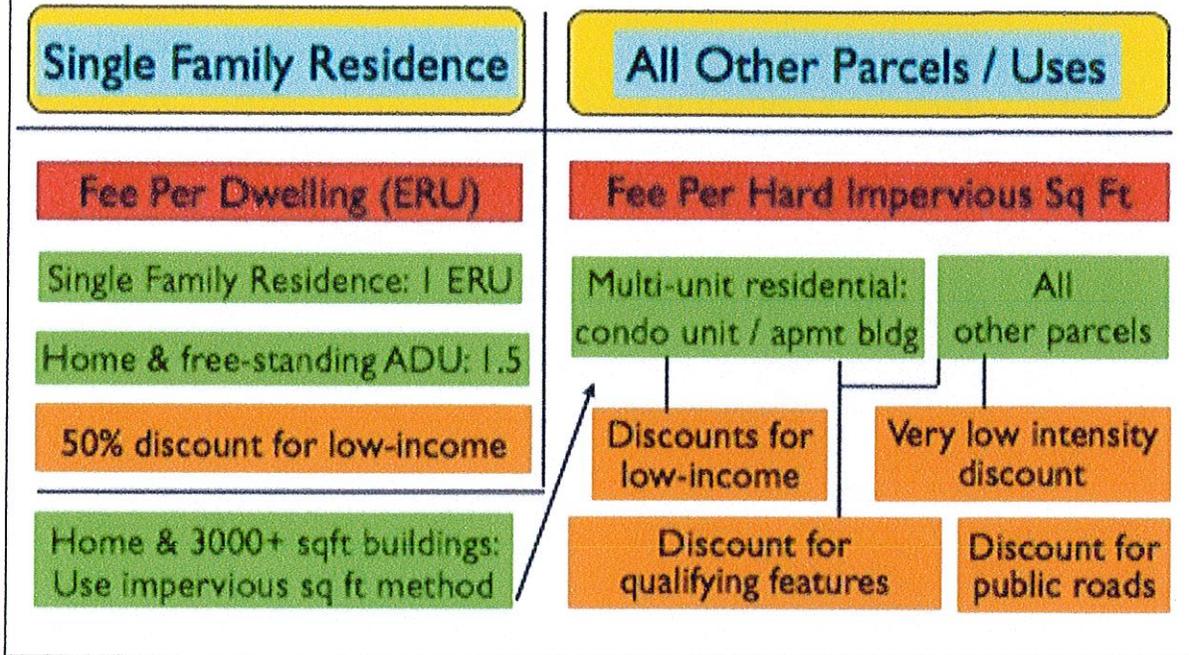
Incentive Goals

- Committee proposals provide financial incentives for desired mitigation features
- Discounts (and Definition of Impervious) encourage:
 - Use of: gravel / pervious paving materials / turf
 - Low Impact Development (LID) to recharge aquifers
 - Mechanisms for retaining stormwater on site
 - Maintaining a NPDES permit and NPDES compliance
- Lower fees for low-intensity (i.e. <15% Impervious)
 - e.g. parks; farms (with minimal buildings); sports fields
- Exemptions: cemeteries & parcels <500 sq ft imperv.

Special Cases

- Auxiliary Dwelling Units (ADUs)
 - If not at ground level, not counted
 - If ground level: SFR + ADU = 1.5 ERUs
- SFR plus Extensive Outbuildings
 - If Outbuildings > 3,000 sq ft of coverage
 - Compute SSWM fee for entire parcel counting all Hard Impervious sq. footage

Proposed SSWM Fee Structure



Proposed Fees: Non-Residential

- ERU: 3,000 sq ft ERU rate: \$147/year in 2011
- “Hard Impervious Surface”
 - “raindrop” roof footprint plus impenetrable surfaces
 - exclude gravel and pervious pavements
- Rate formula for parcels other than SFR
 - Impervious Surface (in square feet)
 - Divided by ERU sq ft (3,000)
 - Times the ERU Rate (e.g., \$147)
- 70% discount for Very Low Intensity site (<15%)
- 50% discount for qualifying features

Public Roads

Percent of ERU rate applied to roads

- Poulsbo (0%)
- Bremerton (0%)
- Port Orchard (0%)
- Mercer Island (0%)
- Shelton (0%)
- Sumner (0%)
- Port Angeles (0%)
- Montlake Terrace (0%)
- Bainbridge Island (30%; same as State rate in RCW 90.03.525)
- Redmond (50%)
- Kitsap County (100%)
- Bellevue (100%, divided into two discounted categories)

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Compare Current to Proposed

Current	Proposed
4 types of impervious surfaces	1 type (exclude gravel & pervious materials)
ambiguous discounts	clear discounts
all intensities pay same rate	low intensity pays lower rate
rounded to whole ERUs	more precise (tenths of ERUs)
renters/owners treated differently	rental apt buildings & condos: same method
Fees collected by County	Same
Low-income discount like Prop. Tax	Same + subsidized housing disc.

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Appendix 14 - Parcels W/O ERU

<u>Property Class (Value - Description)</u>	<u>Accounts</u>
111 - Single Family Residence	76
118 - MH - Leased Land	52
119 - MH - Real Property	8
121 - Duplex	
122 - Triplex	
123 - Four Units	
131 - 5-9 Units	
132 - 10-14 Units	
133 - 15-19 Units	
134 - 20-29 Units	
135 - 30-39 Units	
136 - 40-49 Units	
137 - 50+ Units	
138 - Retirement Apts.	
141 - Condo, Residential	5
150 - MH Community	1
160 - Hotels and Motels	
161 - Bed and Breakfast Lodging	
170 - Institutional Lodging	
180 - Other Residential	
183 - Sheds and Garages	39
198 - Cabins	
210 - Food Product Manf.	
230 - Apparel/Fabric Manf.	
240 - Wood Products Manf.	
250 - Furn. & Fixtures Manf.	
270 - Printing & Publishing	
320 - Clay & Glass Products	
340 - Fabricated Mtl Prod.	
390 - Misc. Manf.	
410 - Railroads	
420 - Motor Vehicle Transport	
430 - Aircraft Transport	
440 - Marine Transport	
459 - Totally Esmt Encumbered	63
460 - Parking	58
470 - Communications	
480 - Utilities	1
483 - Water Systems	31
485 - Sanitary Landfills	1
486 - Stormwater Retention	12
489 - State Assessed Utilities	7
490 - Other Utilities	
500 - Commercial Condo or Slip	377
510 - Wholesale Trade	
520 - Retail Bldg Materials	
530 - Retail, General	

Appendix 14 - Parcels W/O ERU

540 - Retail, Food	
541 - Conv. Store w/Gas Pumps	
543 - Conv. Store w/o Gas Pumps	
545 - Chain Type Groceries	
550 - Retail, Automotive	
551 - MH Home Sales Lot	
559 - Auto Wrecking Yard	
560 - Retail, Apparel	
570 - Retail, Home Furn.	
580 - Restaurants	
581 - Fast Food	
582 - Tavern	
590 - Other Retail Trade	
591 - Neighborhood Center	
592 - Community Center	
593 - Regional Center	
610 - Finance, Insurance, etc.	
611 - Banks	
620 - Personal Servicex	
624 - Cemeteries	5
630 - Business Services	
637 - General Warehouse	
638 - Mini-Warehouse	
640 - Repair Services	
641 - Service Stations	
650 - Professional Services	
651 - Medical/Dental Offices	
653 - Hospitals	
656 - Convelescent Centers	
660 - Construction Services	
670 - Governmental Services	
680 - Educational Services	1
690 - Misc. Services	2
691 - Churches	3
710 - Cultural Activities	
720 - Public Assembly	
730 - Amusements	
740 - Recreational	6
744 - Marina	6
750 - Resorts/Group Camps	
760 - Parks	16
790 - Other Recreation	1
810 - Agricultural (not O.S.)	1
820 - Agricultural Related	
822 - Veterinarian Services	
830 - CU Agriculture	16
840 - Fishing & Related Services	5
850 - Mining & Related Services	
880 - Forest Land	25

Appendix 14 - Parcels W/O ERU

890 - Resource Production	
910 - Undeveloped Land	1527
911 - Common Area	297
920 - Non-Commercial Forest	
930 - Water Areas	
939 - Tidelands	89
940 - CU Open Space	28
950 - CU Timber	8
999 - Other Undev. Land	<u>1</u>
Totals	2768