

**THURSTON COUNTY
STORM AND SURFACE WATER ADVISORY BOARD MEETING**

**September 16, 2021
Meeting Summary**

Representative	Representing	Present (P) Not Present (NP) Excused (E)
Casey Kramer (Chair)	District 2	P
Phyllis Farrell	District 1	NP
Clayton Hill (Vice Chair)	At Large	P
Paula Holroyde	District 3	P
Jaclynn Simmons	District 2	P
Britt Nederhood	District 3	P
Carla Sabotta	At Large	E
Nancy Winters	At Large	P
David Hartley	District 1	P

Staff:

Larry Schaffner Ami Peters Jennifer Davis Tim Wilson

Guests:

None

Introductions/Process/Correspondence (Casey Kramer, Chair)

Introductions were made.

Public Comment

None

Amendments to the Agenda

None

Meeting Summary

Clay moved to approve the amended meeting minutes for the July 16, 2021 meeting with Nancy's grammar and typo edits. Nancy seconded the motion. Motion carried.

Utility Fiscal Report (Tim Wilson & Jennifer Davis)

This overview is a repeat of something that was given last year. This is a high-level overview of the different buckets of funding for the Storm and Surface Water Utility Budget. There are two groups that manage this budget: Public Works and Community Planning and Economic Development (CPED).

Combined budgeted revenue for 2021 was nearly 7 million dollars. Combined budgeted expenditures for 2021 was just over 8 million dollars. The fund balance at the end of 2020 was 7.8 million dollars.

Most of the revenue coming in is from the Storm & Surface Water Utility fee assessment. These are the assessments that go out via the property tax statement. They include assessments on Thurston County roadways. The graph also shows WSDOT stormwater assessment. Grant funding included about \$607,000. This includes an ongoing Stormwater Capacity grant from Ecology. The County has also received 75% grant funding support for some capital projects. The smallest section of the graph shows interest earned on Assessments (\$30,000).

Assessment revenues went down last year. This may be partially due to annexations. Stormwater fees were increased in 2015 and there was a 4-year incremental increase put in place at that time. Unlike property taxes, the stormwater fee assessment isn't tied to a property's assessed value. However, rates vary depending on the type of use of the property.

Clay is wanting to know the number of assessed parcels in the County's municipal stormwater permit (Permit) area. Larry added that there are ratepayers beyond the regulated area too. Many elements of the County's stormwater management program are applied countywide, but the level of service can differ based on whether the parcel falls within or outside the Permit's regulated area.

Public Works and CPED work closely together with this funding under a Memorandum of Understanding (MOU).

On the operating budget for fund 4060, the slide shows the CPED portion at about 30% with Water Planning and Permit and Policy. Of the Stormwater Utility budget, 46% supports activities in Public Works with a 24% Public Works Operating Transfer to Capital Fund.

On the Capital Budget fund 4070, the slide shows the different Capital Project budgets.

Administration (Public Works) is 27% of the budget.

- Non project related staffing costs
- Administrative and Financial Services support
- Office and operating supplies
- Professional services
- Internal costs (16% of SSWU expenditures)
 - o Indirect costs
 - o ER&R (Equipment Reserve and Repair - fleet) costs
 - o I.T. cost

Operating Transfer to Capital 24% of Budget

- \$1,824,388 Transferred to fund 4070 (Capital Program)

This fund is healthy and sometimes we struggle to spend it down.

- Retrofit/Restoration Studies
- Land Acquisition
- Design and Construction Stormwater Management Projects

CPED Water Planning 16% of the Budget

- Supports CPED-related admin/and interfund costs

Supports chapters 4 & 5 of the Stormwater Management Program Plan

- Public Education and Outreach
 - o In 2021, staff distributed 25 pet waste stations
 - o Over 42,000 students participated in stormwater-related activities
 - Stream Team
 - Salmon-related activities
 - Multiple areas of coordination with schools; Ann Marie Pearce could answer more questions about these costs and cost drivers. There are pass through funding to partners that support these activities.
 - o 29 social media posts about stormwater
 - o 114 people registered for an online Nature Scaping course in the spring. Another one will be offered in the Fall.
 - o 88 volunteers gave 269 hours so far on stormwater-related education opportunities.
 - o 73 people registered for the HOA and neighborhoods Stormwater Maintenance Education class. A workshop will run again for contractors in the fall.
 - o October the SPLASH newsletter will be sent out.
 - o WSU public and volunteer coordination and education
- General Awareness
- Behavior Change
- Stewardship
- Public Involvement
- Internal Costs

CPED Permit and Policy 14% of Budget

- Municipal stormwater permit coordination
- Municipal stormwater permit and Ecology water quality monitoring fees
- Water quality monitoring program
 - o Gauges in streams and waters throughout the County collecting data which helps collect temperature and flood data.
- Planning and policy review/development
- Emerging policy issues
 - o Low impact development adjustments to code
 - o Coordinate Capital Improvement Plan update for Capital Projects

Public Works Maintenance 13% of Budget

- Supports inspection, assessment, and maintenance activities
- Public and private stormwater facilities inspections

- Ponds, swales
- Utility locate program
 - 811
 - Stormwater is infrastructure and has pipes
 - 10,000 calls for utility locates
- Outfall assessments
 - Marine
 - Lakes
 - Streams
 - Ditches
- Outside vendors for Storm System Maintenance
- 2019 data
 - 12,027 private stormwater facilities inspected
 - 11,846 public stormwater facilities inspected
 - 749 catch basins and manholes cleaned
 - Nearly 19,000 feet of stormwater pipes and culverts cleaned
 - 64 spill responses

Other Budget Expenditures 6% of the Budget (Public Works)

- Infrastructure mapping
- Drainage manual
 - Implementation
 - There is a permitting fee that comes into the County, but it doesn't cover the entire cost of engineer reviewing. The Development Review staff are in the same building as some of the CPED staff. These rates are being looked into through a rate study that is happening now or soon.
 - Casey mentioned that if this part of the review doesn't happen at the time of the development permit, then it is on the homeowner to take on the cost later? There is a plan review position in the recruitment stage now. This should address the gap.
- Training
 - Required certifications and training
- IDDE & Asset management
 - Illicit Discharge Detection and Elimination

Casey mentioned that there are some important questions around the Drainage Manual. Clay added SSWAB doesn't currently have a representative from the development community. It sounds like they might have to pay twice, once as a rate payer and once as a developer. The advisory board might want to look further into this.

Debrief Outcome of BoCC Briefing (Casey Kramer)

There was a record number of SSWAB members in attendance at this year's BoCC briefing. There are 40 advisory boards and commissions. Romero mentioned that the SSWAB is very

organized and attentive. The biggest take away is that all the recommendations that were made are going to be followed up on by the BoCC. Funding to undertake the Stormwater Management Comprehensive Plan was approved because of SSWAB's recommendation in 2020.

Nancy asked about community outreach and what is required there. Larry mentioned that SSWAB members should be engaging the public when possible and talking to their neighbors. There are some examples from other SSWAB members about how to get involved to engage other groups. Nancy suggested bringing this to a future meeting to brainstorm ideas for further involvement and community outreach. David added that if there is an event happening that is put on by Thurston County, we could see if the representative in the district could come to that event. Casey also mentioned that there is a possibility of creating a sub-committee for this topic.

SSWAB Elections (SSWAB Members)

Clay nominated Jaclynn for the Chair position. Jaclynn accepted the nomination. Paula seconded the nomination. All in favor, none opposed.

Jaclynn nominated Nancy for the co-chair. Nancy accepted the nomination. Clay seconded the nomination. All in favor, none opposed. Jaclynn's term will be expiring before the end of September 2022. She agrees to apply for another term before it expires.

All members in attendance voted in favor of Jaclynn for the Chair position and Nancy for the co-chair position.

SSWAB General Discussion (SSWAB Members)

Another opportunity is involvement on the agenda subcommittee. The calendar has some placeholders for reoccurring topics and there is an agenda topic submission form. There is also a MS Teams location that holds files related to topics, the annual calendar, and the meeting summaries. Clay mentioned that being on the agenda subcommittee helps focus information and items to carry forward rather than jumping from presentation to presentation.

Nancy mentioned possible topics for further meetings:

1. Nancy has been working with the City of Lacey about tree protection, existing and development. What are the rules about this in the County? Can we get a presentation about that? She will submit an agenda item form for that.
2. How do SSWAB members engage the community and solicit new members? Nancy will submit the agenda item form for this one.
3. What are the education and outreach tasks/programs performed by the County? Nancy will submit the agenda item form for this one.
4. Can we talk about fees and rates by developers and home buyers?
5. Can we have a brainstorming project about outreach and what we do as a SSWAB members.

Jaclynn mentioned that some of these can be combined.

Larry mentioned that some SSWAB members have attended the Stormwater Coordination Team meeting to get involved. Perhaps there might be interest to go with staff in the field or shadow someone doing this work. SSWAB may also consider inviting a commissioner to the meetings when there is a topic that one commissioner might be interested in. SSWAB members shared that Commissioner Mejia specifically is interested in learning more about topics related to stormwater.

Britt gave an update about the Conservation Futures ranking process – the County has about half a million dollars to apply to organizations that are wanting to do conservation projects.

There were only two applications:

- Chehalis River Basin Land Trust: looking to get conservation easement on a 28-acre property asked for \$28,000 for this process.
- West Bay Woods Group: looking for \$220,000 to purchase 4 properties along west bay for conservation.

The ranking committee thought both applicants were deserving, so both will be recommended for funding. The remaining money in the fund, will carry over into the next round.

There could be a need for a subcommittee for the Stormwater Capital Facilities Project proposal and ranking review. Last year convening the subcommittee wasn't necessary as there were not new proposals. Tim shared that there is not a lot of new projects on the list.

For the November 18th SSWAB meeting, one of the topics will be to review and provide input the draft Stormwater Management Program Plan. This year, comments will be due by November 22nd at noon.

The Stormwater Utility was reorganized in 2019. The planners and engineers came to Public Works. The four-person team expanded to five open positions. The group had been running at about 40% staffed. However, they have recently hired two more people and hope to be moving quicker with more staff.

Action Items

Questions for Tim Wilson to follow up on:

- What is the 10-year history of the assessment and revenue generated from the storm and surface water fee assessments?
- What are the number of assessed parcels in the permitted area vs the non-permitted area?
- What are the population metrics?
- How many parcels were annexed in each of these years?

Larry will follow up on:

- Looking into creating a visual for annexations and development over time.

The next meeting will be November 18, 2021.

Meeting adjourned at 7:28 pm