

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

**November 17, 2022  
Meeting Summary**

<b>Representative</b>	<b>Representing</b>	<b>Present (P) Not Present (NP) Excused (E)</b>
Jake Wager (Chair)	At Large	P
Phyllis Farrell	District 1	P
Britt Nederhood	District 3	P
David Hartley (Vice Chair)	District 1	P
Nancy Winters	At Large	E

Staff:

Larry Schaffner      Christina Chaput      Tim Wilson      Nate Ensley  
Sonja Cady

Introductions/Process/Correspondence (Jake Wager, Chair)

Introductions were made.

Public Comment

Ed O'Brien introduced himself, he recently applied to SSWAB and was sitting in to observe the meeting.

Amendments to the Agenda (Jake Wager, Chair)

No amendments to the agenda were made.

Meeting Summary (Jake Wager, Chair)

No Amendments were made to the meeting summary and they were adopted by unanimous motions.

Utility Fiscal Report (Tim Wilson & Chris Chaput)

Tim Wilson presented the annual fiscal report on the budgeted revenue and expenditures of the Storm and Surface Water Utility (SSWU). This is a two-department presentation because the organization went through a re-organization in 2019. A portion of the Utility moved to the Public Works Department and the remaining portion stayed in Community Planning and Economic Development Department (CPED). The budgeted revenue for 2022 totaled about \$7.7 million based on stormwater assessment fees on most properties in Thurston County. There are six different rate classes codified based on the different classifications of properties and different fees charged for each rating. The majority of the revenue comes from stormwater assessments, then Stormwater assessments for WSDOT and County right-of-way, then Grants, followed by interest on assessments. Majority of the grant money goes to project-specific stormwater capital projects which typically have about 75% cost share.

The overall budgeted expenditures for 2022 amounted to about \$8.1 million. They are from two funds, 4060 and 4070. Fund 4060, an operational fund, supports the majority of the of SSWU programs covering things like operating transfer to capital fund, Education and Outreach, Permit & Policy, Maintenance, Administration, and others. Fund 4070 supports capital projects and individual projects.

Q. Phyllis asked if the pollution monitoring Ecology grant that funds some of the monitoring in Totten and Eld and other watersheds was reflected in the budget or revenue?

A. Larry- the grant falls outside the Utility's budget and is a separate Environmental Health grant.

Tim continued that about \$1.85 million of the Utility revenue transfers to the capital funds to support capital projects. He shared a slide showing the 2022 capital projects that were funded. In 2023, the Capital Facilities Plan (CFP) projects/planning will start moving from Fund 4060 to Fund 4070.

The cost for administration for Public Works amounts to about 21% of the budget. This covers non-project related staffing costs, administrative and financial services support, office and operating supplies, professional services, and Internal costs (which amount to about 16% of the SSWU expenditures).

The operating transfer to capital projects amounts to 23% of the budgeted expenditures. This year \$1,858,300 was transferred to Fund 4070 to support retrofit/restoration studies, land acquisition, design, and construction of stormwater management projects.

Chris Chaput, the Division Manager for the Community Planning Division within CPED manages the arm of the Utility which focuses on the goals like meeting the Municipal Stormwater Permit's education and outreach requirements, such as the requirements for behavior change, and ensuring the community is informed on priority issues related to stormwater management, pollution control, and water resources protection. This also includes the pilot Go Green Lawn Care behavior change project that will become a larger program next year. CPED launched the private stormwater facilities maintenance training that reaches businesses and homeowner associations. A lot of these programs occur online in addition to in person. After COVID, we found that we achieved better participation with online trainings.

CPED has been working with regional partners to develop an equity index tool with University of Washington – Tacoma to help measure the equitability of our stormwater outreach programs. Next year partners can use the index to help better ensure that were deploying out stormwater outreach equitably. Staff have also provided outreach support for stormwater capital projects and the revised stormwater drainage manual.

There were five major public outreach events this year, including the County Fair, the Nisqually Watershed festival, Tumwater Falls Festival, and the Salmon and Cider event at McLane Creek. The event reached over 1000 people this year which we consider good considering we're coming

out of the pandemic. CPED also manages contracts for the entities that support education programs for K-12 schools in Thurston County.

In addition to the robust education and outreach program, CPED staff maintain a network of stream gages and a database of water resource information used in analysis to inform water resource policy issues.

CPED permit and policy receives 14% of the budget which goes towards:

- Managing the Ecology-issued municipal stormwater permit program and related coordination.
- The water monitoring program, including fees associated with the Permit's regional monitoring program.
- Planning, program coordination, and policy review/development.
- Emerging policies issues.

Public Works Maintenance receives 16% of the budget which supports inspection, assessment, and maintenance activities.

- Tim- nine-person team conducts all the inspections and assessments of public and private stormwater systems.
- Completed roughly 15,000 inspections of public assets and about 11,000 private assets in 2021. They work with the neighborhoods homeowners' associations (HOAs) and provide technical assistance to ensure compliance.
- Utility locate program- marks stormwater infrastructure during development phases.
- Regularly conduct outfall assessments for fresh and marine discharges
- Payment for vendors to support maintenance of storm systems.

Smaller expenditures include

- Infrastructure mapping of public and private stormwater systems receives 2% of the budget.
- Three percent of the budget goes towards updating and implementation of the drainage manual.
- Training for Public Works receives 1%.
- Illicit Discharge Detection and Elimination (IDDE) & asset management program receives about 1%.
- Planning and Outreach receives about 3%.

Tim added a shout out to CPED - the reorganization in 2019 created a lot of questions and issues and the teams work well together in the spirit of cooperation to ensure those paying storm water fees are well served.

Q. Britt- comparing the 2021 to the 2022 operating budget, the amount for planning was five times as much in 2022, why is that the case?

A. Tim- there were some planning efforts that started in 2021 and continued into 2022 and the Public Works planning wasn't a portion of the expenditures at the time that the 2021

chart was made. Planning and outreach from Public Works is included in 2022, not just from the CPED budget.

Q. Phyllis- Are stormwater infrastructures in HOAs owned and maintained by the County, or do HOAs have some responsibilities?

A. Tim- typically privately owned, but Permit requirements ensure a post-construction program that requires staff to inspect neighborhoods built in 2007 and later.

Q. Phyllis- Is monitoring and enforcement ensuring that stormwater Permit obligation are followed part of the illicit discharge detection and elimination (IDDE) program?

A. Tim-IDDE relates more to spill response generated from citizen complaints. The Development Review team has inspectors that go out during construction to ensure stormwater standards are being met. Development fees typically fund these activities. This process is currently under review.

Q. David- Chris, does CPED have a role within their public outreach and education program in engaging an effected neighborhood when a major stormwater project occurs in a neighborhood?

A. Chris- Yes, CPED coordinates with project managers to create a communications plan scaled to the size and type of the project. Larger projects provide more communication, scoping information (online or in person), and helping the project manager organize distribution of the information. Smaller projects might receive post cards or flyers with basic information. CPED has a robust social media presence as well.

Q. David, how is the triggered? Is staff contacted by the Public Works manager, or does it involve looking at capital improvement projects (CIPs) planned for a given year?

A. Chris- CPED does the CIP update and has a team of planners that do the update with Public Works. Thus, we know what types of projects are on the horizon. Spontaneous projects from grants and what not trigger engagement with the outreach department.

#### Draft Stormwater Management Program Plan (SWMPP) (Larry Schaffner)

Larry began by stating that the municipal stormwater permit requires the County to annually review and update the Stormwater Management Program Plan (SWMPP). SSWAB plays a key role in this review and provides input to the County on the plan. SSWAB's comments and discussions have been helpful in refining the plan and making it more easily understandable to the public. David submitted comments which were shared to SSWAB prior to the meeting and discussed during the meeting. Larry will share the feedback to the SWMPP's content leads to address. As in past years, Larry will share the revision outcomes with SSWAB.

### 2023 SSWAB Calendar (Jake Wager)

Jake started by stating that he and David had discussed having the calendar serve as a tool to give members a sense of the actions items that are seasonally time sensitive. It can serve as a reference for scheduling agenda items as issues arise.

Larry added that blue hyperlinked elements are reoccurring agenda items that SSWAB have requested or staff have requested input from SSSWAB. The calendar serves to visualize available meeting time for additional items of interest.

David added that the calendar provides a skeleton of the agenda and to use to plan additional items.

Larry explained a few of the standing items help SSWAB fulfill their role advising staff and providing feedback.

David agrees that it is a big ask for each SSWAB member to review large documents. Maybe sections within larger documents can be spread amongst members for review in the future.

### SSWAB Stormwater Capital Facilities Plan (CFP) Subcommittee (Nate Ensley)

Nate met with SSWAB earlier in the year to present on the capital improvement plan (CIP). Staff presents the CIP to the Board of County Commissioners (BoCC) on the capital projects in July each year. Staff develops the table of projects in March and prior to that, vetting the projects. The engineering team helps with the project vetting and would like SSWABs feedback on some of the proposed stormwater projects between now and January. Nate would like to ask two SSWAB volunteers to form a subcommittee to work with him, the operations manager, and Larry to review the project proposals, determine their priority, and what the plan of attack is.

Q. Jake -is the number of volunteers based on quorum limitations, or the number Nate prefers?

A. Larry -because of the quorum.

Jake added that there are three applicants who have submitted applications and shared an interest to join SSWAB, which SSWAB will deliberate on and send a recommendation to the BoCC.

Q. Jake -When would the Board be able to act on the appointments?

A. Larry -That is at the discretion of the BOCC. If the County goes to a five-member board it could change the district lines and, in turn, how SSWAB positions are allocated and vacancies filled. Larry recommended that SSWAB put forth their appointment recommendations given how the districts are currently drawn.

Jake would like to wait to form the CFP subcommittee pending the appointment outcome of the three applicants. He asked Nate if he would be able to wait to have volunteers designated at a future SSWAB meeting.

Nate -formation of the subcommittee could wait until February for volunteers.

Q. Larry -Can we identify two volunteers now pending what the BoCC determines? The subcommittees' work will come to the full SSWAB for discussion

Britt volunteered

Phyllis volunteered as an alternate

David volunteered as needed

**Jake made a motion to appoint Mr. Hartley and Mr. Nederhood to the CIP review subcommittee with Ms. Farrell as an alternate. If there are new appointments, SSWAB will consider the need to have a special one-topic meeting with new members to add additional members to the subcommittee. Phyllis seconded. Call to vote. All in favor. Motion carried.**

Larry will check with the Clerk of the Board to check on the timing of potential appointment(s).

SSWAB Vacancies (Jake Wager)

*Action Requested: Review candidate applications*

Two of the three applicants attended the meeting – Zahid Chaudry and Ed O'Brien. Both applicants gave brief introductions and answered SSWAB members questions. The applications were routed to SSWAB prior to the hearing. Each applicant was asked how they heard about the vacancies, Mr. Chaudry had seen it in a SPLASH article and Mr. O'Brien was recruited by David.

The applicants were thanked for their willingness to serve and asked to voluntarily leave the meeting while SSWAB members discussed the applications.

The SSWAB members agreed that all three are great candidates.

**Phyllis made a motion to accept the three candidates and recommended their appointment to the Board of County Commissioners. Britt Seconded. Called to vote. All in Favor. Motion carried.**

Larry requested a letter from the chair summarizing the discussion of the applicants and SSWAB's recommendation to the BOCC.

SSWAB General Discussion (SSWAB Members)

- General Updates  
Stormwater Facility Field Trip  
-David -onsite tour was appreciated. The tour was excellent, and the selection of facilities was very well organized. They learned a lot about privately or publicly managed facilities. Thank you to staff!

-Britt -it was illustrative compared to regulatory language.

-David -suggested repeating these types of field visits annually. They help gain stronger appreciation of County efforts and cementing relationships among SSWAB members.

-Britt -agrees, it gives meaning to what SSWAB does.

-Phyllis -felt the explanations were great. Going through a stormwater manual is a challenging task but seeing the types of systems is helpful and educational. Would like to see other types at a future time.

-Jake -would like to offer field trips to new members. The technology at play is fascinating. Thank you staff!

- Updates on Action Items -None
- SSWAB Reports on outreach in community  
David -in his neighborhood there is stormwater capital facility project in progress and mostly done. Neighbors are pretty happy with progress, responsiveness of staff, and appreciate how the County adapted to some of the community wishes and comments.
- Topics for Next Meeting  
-formation of stormwater CIP subcommittee

Phyllis -is interested in Nate's explanation of stormwater facilities Are there other kinds of technology being utilized or types that aren't that might be considered?

#### Action Items

- Larry will share SSWAB's feedback to the SWMPP's content leads to address. Larry will share the revision outcomes with SSWAB.
- Larry will check with the Clerk of the Board to check on the timing of the potential SSWAB appointment(s). If there are new appointments, SSWAB consider the need to have a special one-topic meeting with new members to add additional members to the subcommittee.
- Jake will draft and send a letter summarizing the discussion of the applicants and SSWAB's recommendation to the BoCC. Larry will forward the recommendation letter to the Clerk of the Board and inquire as to when the BoCC would deliberate on these recommendations.

**The next meeting will be January 19, 2023.**

Meeting adjourned at 7:29 pm