



Regional Stormwater Program

P.O. Box 160

135 2nd Street

Asotin, WA 99402

509-243-2074

Fax 509-243-2003

**Management Team Meeting Notes
Clarkston City Hall
October 17, 2011
3:00 – 5:00 pm**

ATTENDANCE

Management Team Voting Members:

Keith Delzer	City of Asotin
Jim Martin	City of Clarkston Public Works Director
Don Brown	Asotin County
Joel Ristau	Asotin County Public Works Director
George Nash	City of Clarkston

Non-Voting Members:

Cheryl Sonnen	Regional Stormwater Program Coordinator
Jane Bremner Risley	Deputy Prosecuting Attorney

Public Comment

During the public comment period the following questions were asked.

- Should the PUD well closest to the river be investigated to see if flushing increases sediment to the river and whether it should have a retention pond and whether there is room for a retention pond?
- Because rain water comes from 22nd St and 12th Ave into Critchfield can a large detention pond be installed to handle all the water and slowly infiltrate it rather than it discharging into the river?

Stormwater Management Team Responsibilities

The six elements of the National Pollutant Discharge Elimination System (NPDES) Phase II Permit are listed below. By agreement, the Cities of Asotin and Clarkston and County of Asotin have assigned the day to day task of complying with these requirements to the Stormwater Management Team. The Team will address the six elements below at each meeting, as well as administrative issues for recommendations to their legislative bodies.

1. Public Education and Outreach

A member of the public requested information regarding the PUD pipe flushing during the



September meeting. Cheryl provided a memo and oral discussion. The PUD director will be invited to the next meeting for a discussion of the system, number of wells, pipe flushing and proposed Best Management Practices to discontinue illicit discharge into the storm system, specifically, the ditch along Critchfield Road.

Fire departments contacted, Clarkston and Asotin Fire District #1 are in compliance with the illicit discharge ordinance.

City of Asotin will be contacted prior to next meeting.

- Updated Stormwater Management Plan with annual report at December meeting.

2. Public Involvement and Participation

A petition for change of the stormwater boundary was the subject of a public hearing on October 24, 2011, report from Cheryl on new boundary.

- The Commissioners voted to reduce the permit boundary to the 2000 Census boundary. This change becomes effective January 1, 2011. If the census boundary map changes in 2013, another hearing will be held to inform the public of the changes to the permit boundary. **Page 4**

A WSU graduate student will review outreach materials and provide criteria for judging the outreach.

- Thesis: This study will explore how five municipalities try to manage human behavior leading to stormwater pollution through communicative efforts. The narratives of the municipalities' technical reports and subsequent brochures will be analyzed and compared. Interviews with the report and brochure creators will be conducted. The results of the study will shed light on how technical narratives are translated to educational materials and what values technical experts perceive as key to water quality improvement and protection.
- Eli (Ellie) met with the permittees in Spokane (3) and Lewiston as well as Cheryl. She reviewed the brochures that were developed and asked what the intention of each brochure was – why was it developed and what was the message to be conveyed. One of her goals is to use the results of her findings to work with EPA and Ecology to develop outreach materials for permittees to use that are tested before they are published. This will provide a more effective message and less duplication of effort by all permittees.

3. Illicit Discharge Detection and Elimination

- PUD timetable for implementing best management practices (BMPs) regarding line flushing into stormwater system prior to chlorination of water supply.



- PUD informed Stormwater Coordinator of storm sewers connected to sanitary sewer, joint capital action will be required, discussion for sites where this happens, ongoing activity.

4. & 5. Construction and Post-Construction Site Stormwater Runoff Control

Discuss construction plan review procedures and site inspection procedures. **Page 5 - 14**

- Review construction permits
- Status of construction permits

Administration of program to accomplish permit elements

- Review construction permit fees, recommendation for 2012 fees - **Page 15**

6. Operation & Maintenance/Good Housekeeping

All representatives to approach elected officials regarding support for hiring of a consultant to draft the Operations & Maintenance (O&M) plans in order to come into compliance with the Phase II Permit.

- Review status of hiring consultant – **Page 16**

Finance

- Review current spending – **Page 17 - 18**
- Review proposed 2012 budget, recommendation for ERU charges – **Page 19 - 20**

Documentation

- 6-year plan subgroup to meet and establish regional goals and priorities for use by each entity.

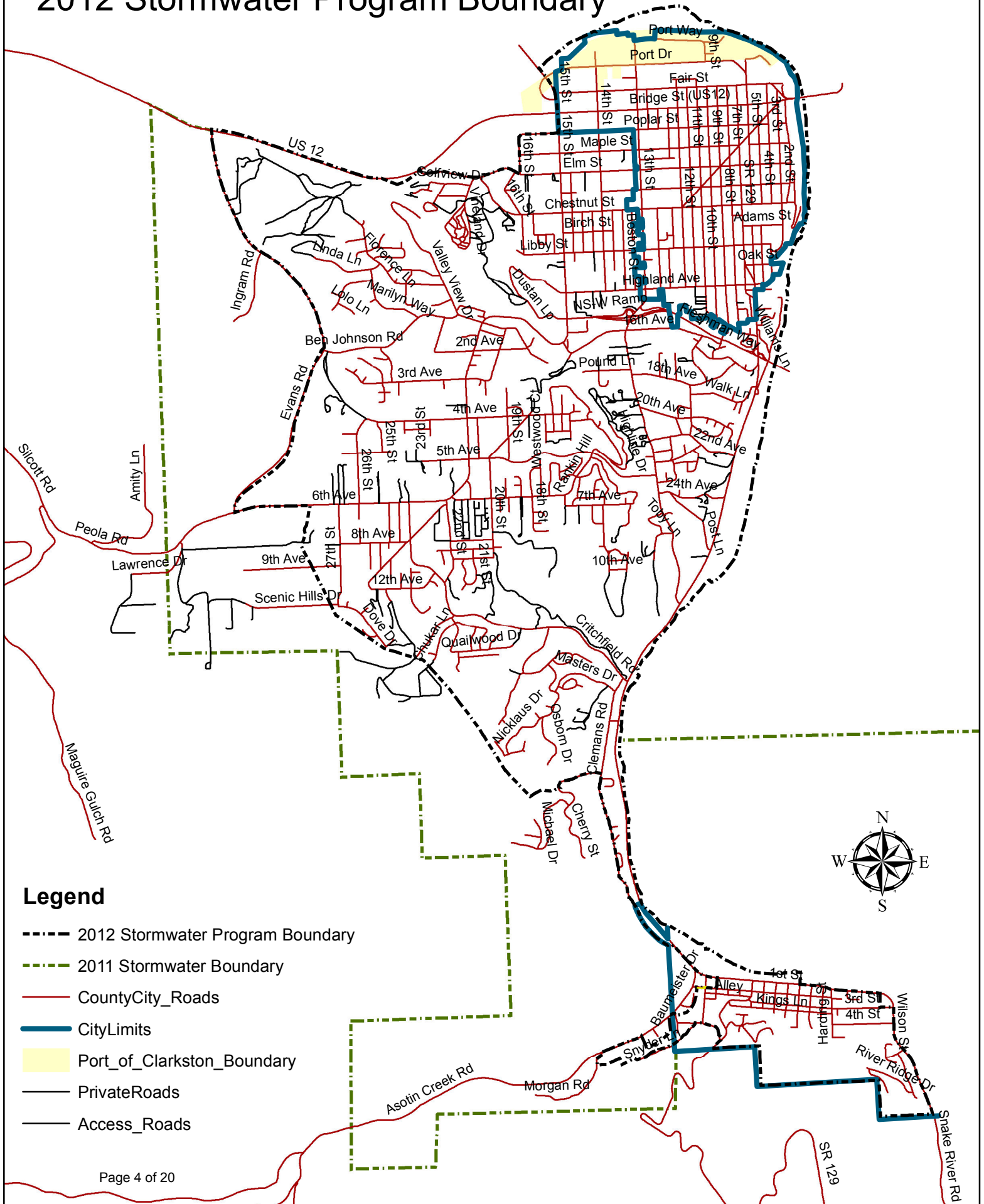
Other

- Clarkston ERUs completed. Residential billing started in October and non-residential billing started in November.
- Report from summer intern on mapping and flow network project at December meeting.
- New Phase II stormwater permit available for review. Public hearing in Spokane on December 6th. Comment period ends February 3, 2012.

Next meeting – The next regularly scheduled meeting is December 12, 2011 from 3:00 – 5:00 pm at the Commissioner’s Chambers.



2012 Stormwater Program Boundary



Legend

- 2012 Stormwater Program Boundary
- 2011 Stormwater Boundary
- CountyCity_Roads
- CityLimits
- Port_of_Clarkston_Boundary
- PrivateRoads
- Access_Roads

County of Asotin

Regional Stormwater Program

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Medium Size Project Permit Application 5,000 sq ft or more but less than one acre

A medium project permit is required for all land disturbing activities greater than or equal to 5,000 sq ft and less than one acre.

The permit and erosion and sediment control (ESC) plan must be approved by the Regional Stormwater Program before land disturbing activities begin.

Date:		Submitted by:	
Project Address and Driving Directions:			
Applicant/Owner Name and Address:		Phone and email address:	
Contractor Name and Address:		Phone and email address::	
Dimensions of land disturbing activity (i.e., project footprint)	Proposed Start Date:	Proposed End Date:	
_____ ft x _____ ft = _____ sq ft.			
Permit Fee:			
5,000 ft ² – 10,000 ft ² disturbed area	<input type="checkbox"/>	\$225	
10,001 ft ² –20,000 ft ² disturbed area	<input type="checkbox"/>	\$275	
20,001 ft ² –30,000 ft ² disturbed area	<input type="checkbox"/>	\$350	
30,001 ft ² – 43,559 ft ² disturbed area	<input type="checkbox"/>	\$450	

Make checks payable to:

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APPLICATIONS NOT FULLY COMPLETED WILL NOT BE ACCEPTED

Application Requirements:

1. Completed application and all applicable fees submitted to the Regional Stormwater Program.
2. ESC Plan must be submitted with the application. A site visit may be requested prior to plan development.
3. Schedule site visit and meeting to review application and ESC Plan.
4. Written review and request for changes will be submitted to Applicant.
5. Any changes needed on required plans and comments provided by Regional Stormwater Program staff must be incorporated into updated plans prior to final approval.
6. Approval of Local SW Permit.

These requirements do not replace or supersede existing requirements for subdivisions or other development review. All other requirements must be met.

Notice of Project Commencement: The applicant must notify the Regional Stormwater Program before the commencement of land disturbing activities.

Description of project (i.e., grading to install shop, home, installing pipeline, etc.) and Erosion and Sediment Control Plan. Describe the best management practices that will be used to control sediment and other pollutants from entering the stormwater system from your project site. Use General Requirements as guide for ESC plan.

Medium Project Erosion and Sediment Control (ESC) Plan and Map	
Provide a site map of the project, grading plan and ESC plan map. Indicate if the information is not applicable to the project.	
Site Map	
	North Arrow
	Property lines and project clearing limits
	Locations of existing storm drains, culverts and other stormwater control facilities
	Locations of roads, including street names and nearest cross street names.
	Locations of existing structures, such as houses, shops, etc.
	Account for stormwater running on to your property from adjacent properties
Grading Plan	
	Approximate slopes and contours before and after grading
	Direction of stormwater flow before and after major grading activities
	Cut and fill slopes indicating top and bottom of slope catch lines
ESC Plan Map	
	Locations of adjacent surface water bodies, including streams, wetlands, drainage draws, etc.
	Locations of erosion and sediment control best management practices (BMPs) <ul style="list-style-type: none"> • Silt fence • Storm drain inlet protection • Stabilized construction entrance • Designated wheel wash and concrete washout areas • Other
	Location of off-site and on-site soil and topsoil stock pile, stored materials, waste storage, borrow areas and vehicle/equipment storage areas

ESC Plan Requirements:

- Off-site tracking of materials is prohibited. Sweeping or other removal of sediment and debris is the only acceptable method to clean construction site access. Washing or spraying with water is prohibited.
- A designated construction entrance will be installed and stabilized.
- Stabilize soils during and after project activities, including disturbed areas and stockpiles.
- Install erosion and sediment controls.
- Control dust by using water, mulch, erosion control blankets or other practices.
- Control pollutants such as demolition debris, waste materials, oils, greases, concrete wastes and chemicals. Properly dispose of these materials.
- Designate a concrete and vehicle wash out area. Properly dispose of waste.
- Inspect ESC practices weekly and maintain as needed.
- Utilize other best management practices and ESC practices as needed.

General Requirements:

- The Regional Stormwater Program may require any land disturbing project of any size obtain a local stormwater permit and be subject to developing an ESC Plan or SWPPP (Stormwater Pollution Prevention Plan) if any special conditions exist.
- A plan may require a performance surety if permanent stormwater facilities are involved.
- The ESC Plan and inspection records shall be maintained at the site during the progress of work.
- All land disturbing projects are required to comply with the construction ordinance.



Applicant Agreement:

By signing this application, the applicant/owner attests that the information provided herein, and in any attachments, is true and correct to the best of his/her knowledge. Any material falsehood or any omission of a material fact made by the applicant/owner with respect to this application may result in this permit being null and void.

I further agree to save, indemnify and hold harmless Regional Stormwater Program against all liabilities, judgments, court costs, reasonable attorney's fees and expenses which may in any way accrue against Regional Stormwater Program as a result of or in consequence of granting this permit.

I further agree to provide access and right of entry to Regional Stormwater Program and its employees, representatives or agents for the sole purpose of application review and any required inspections. Access and right of entry to this property shall be requested and shall occur only during regular business hours.

I further certify that I am the major property owner, authorized agent, or officer of the corporation owning property described in the attached application and I have familiarized myself with the rules and regulations of the Stormwater Construction and Post-Construction Ordinance with the respect to making this application and that the statements, answers and information contained therein are in all respects true and correct to the best of my knowledge and belief. Further, I possess full legal authority and rights necessary to exercise control over the subject property in regards to the implementation of the stormwater construction permit.

Signature: _____ Date: _____

Application Approved:

Regional Stormwater Program

Date

County of Asotin

Regional Stormwater Program

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Large Size Project Permit Application One (1) acre or more

A large project permit is required for all land disturbing activities greater than or equal to one (1) acre.

The permit and erosion and sediment control (ESC) plan must be approved by the Regional Stormwater Program before land disturbing activities begin.

Date:		Submitted by:	
Project Address and Driving Directions:			
Applicant/Owner Name and Address:		Phone and email address:	
Contractor Name and Address:		Phone and email address::	
Name of Certified Erosion & Sediment Control Lead		Phone and email address:	
Dimensions of land disturbing activity (i.e., project footprint)		Proposed Start Date:	Proposed End Date:
_____ ft x _____ ft = _____ sq ft.			
Permit Fee:			
Less than 5 acres disturbed area	<input type="checkbox"/>	\$500	
5 - < 7 acres of disturbed area	<input type="checkbox"/>	\$800	
7 - < 10 acres of disturbed area	<input type="checkbox"/>	\$1,100	
10 - < 20 acres of disturbed area	<input type="checkbox"/>	\$1,400	
20 acres and greater disturbed area	<input type="checkbox"/>	\$1,800	

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Application Requirements:

1. Completed application and all applicable fees submitted to the Regional Stormwater Program.
2. SWPPP must be submitted with the application. A site visit may be requested prior to plan development.
3. Schedule site visit and meeting to review application and SWPPP.
4. Written review and request for changes will be submitted to Applicant.
5. Any changes needed on required plans and comments provided by Regional Stormwater Program staff must be incorporated into updated plans prior to final approval.
6. Approval of Local SW Permit.

These requirements do not replace or supersede existing requirements for subdivisions or other development review. All other requirements must be met.

All large projects will conform to the standards in the design manuals identified in the construction ordinance. These design manual standards and other ordinance requirements can be found on our website at <http://www.asotincountystormwater.com/Stormwater-Ordinances.html>.

Minimum Technical Requirements

Large projects are required to include the applicable minimum technical requirements of the core elements outlined below:

	<p><u>Core Element #1: Preparation of a Stormwater Site Plan</u> Used to integrate stormwater management into project planning and design, demonstrate compliance with other applicable Core Elements, and illustrate and validate the design of the permanent stormwater management facilities (see Chapter 3 of the SW Management Manual for Eastern WA (2004, or current version)).</p>
	<p><u>Core Element #2: Construction Stormwater Pollution Prevention</u> The purpose of this Core Element is to control erosion and prevent sediment and other pollutants from leaving the site. Detailed information about each element can be found in SW Management Manual for Eastern WA (2004, or current version).</p>
	<p><u>Core Element #3: Source Control of Pollution</u> The purpose of this Core Element is to prevent stormwater from coming into contact with potential pollutants. Apply all known, available and reasonable source control BMPs to new development and redevelopment projects. All source control BMPs shall be selected, designed and maintained according to Chapter 8 of the SW Management Manual for Eastern WA (2004, or current version), as amended.</p>
	<p><u>Core Element #4: Preservation of Natural Drainage Systems</u> The purpose of this Core Element is to maximize the extent to which stormwater discharge patterns, rates, and outfall locations remain the same after a development project. The manner by which runoff is discharged from the project site must not cause a significant adverse impact to downstream receiving waters and down-gradient properties and should be addressed as part of the off-site analysis described in Appendix 3A of the SW Management Manual for Eastern WA (2004, or current version), as amended.</p>
	<p><u>Core Element #5: Runoff Treatment</u> The purpose of this Core Element is to protect water quality in the receiving water by reducing the loads and concentrations of pollutants in stormwater using biological, physical and chemical removal methods. Applicable only to sites that are determined to have sufficient pollutant generating potential.</p>

	<p>Core Element #6: Flow Control The purpose of this Core Element is to protect stream morphology and habitat by mitigating the impacts of increased storm runoff volumes and flow rates to streams. New development projects that result in 10,000 square feet or more of new impervious surfaces shall construct stormwater flow control facilities for any discharge of stormwater directly, or through a conveyance system, into surface water.</p>
	<p>Core Element #7: Operation and Maintenance The purpose of this Core Element is to prevent failure of stormwater treatment facilities or improper discharges due to inadequate maintenance or improper operation. Where structural BMPs are required, property owners shall operate and maintain the facilities in accordance with an Operation and Maintenance (O&M) plan prepared in accordance with the provisions of Chapters 5 and 6 of the SW Management Manual for Eastern WA (2004, or current version).</p>
	<p>Core Element #8: Any Additional Local Requirements</p>

Stormwater Pollution Prevention Plan (SWPPP) Elements Checklist

	<p>Large Projects shall prepare a Stormwater Pollution Prevention Plan (SWPPP) for land disturbing activity as part of the Core Elements of stormwater management for new development. The SWPPP shall be implemented beginning with initial soil disturbance and continue until final stabilization.</p>
	<p>Each SWPPP shall bear the name(s) and address(es) of the owner or developer of the site, and of any consulting firm retained by the applicant together with the name of the applicant's principal contact at such firm and shall be accompanied by a filing fee.</p>
	<p>A plan may require a performance surety if permanent stormwater facilities are involved.</p>
	<p>Each SWPPP shall include a statement that any land clearing, construction, or development involving the movement of earth shall be in accordance with the SWPPP and that a Certified Erosion and Sediment Control Lead (CESCL) shall be on site or on call on all days when construction or grading activity takes place.</p>
	<p>The applicant shall include each of the twelve elements below in the narrative of the SWPPP and ensure they are implemented unless site conditions render the element unnecessary and the exemption from that element is clearly justified in the SWPPP.</p>
	<p>a. Preserve Vegetation/Mark Clearing Limits</p>
	<p>b. Establish Construction Access</p>
	<p>c. Control Flow Rates</p>
	<p>d. Install Sediment Controls</p>
	<p>e. Stabilize Soils</p>
	<p>f. Protect Slopes</p>
	<p>g. Protect Drain Inlets</p>
	<p>h. Stabilize Channels and Outlets</p>
	<p>i. Control Pollutants</p>
	<p>j. Control De-Watering</p>
	<p>k. Maintain BMPs</p>
	<p>l. Manage the Project</p>
	<p>The applicability, requirements, and design details for each core element are outlined in the Stormwater Management Manual for Eastern Washington and Appendix 1 of the Phase II Permit.</p>

	The SWPPP and inspection records shall be maintained at the site during the progress of work. The Construction SWPPP shall be modified whenever there is a significant change in the design, construction, operation, or maintenance of any BMP.
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Storm Water Pollution Prevention Plan (SWPPP) Map Contents and Requirements

	The SWPPP shall also include a vicinity map or general location map (e.g. USGS Quadrangle map, a portion of a county or city map, or other appropriate map) with enough detail to identify the location of the construction site and receiving waters within one mile of the site.
	The SWPPP shall also include a legible site map (or maps) showing the entire construction site. The following features shall be identified, unless not applicable due to site conditions:
	a. The direction of north, property lines, and existing structures and roads;
	b. Cut and fill slopes indicating the top and bottom of slope catch lines;
	c. Approximate slopes, contours, and direction of stormwater flow before and after major grading activities;
	d. Areas of soil disturbance and areas that will not be disturbed;
	e. Locations of structural and nonstructural controls (BMPs) identified in the SWPPP
	f. Locations of off-site material, stockpiles, waste storage, borrow areas, and vehicle/equipment storage areas;
	g. Locations of all surface water bodies, including wetlands;
	h. Locations where stormwater or non-stormwater discharges off-site and/or to a surface water body, including wetlands;
	i. Location of water quality sampling station(s), if sampling is required by state or local permitting authority; and
	j. Areas where final stabilization has been accomplished and no further construction-phase requirements apply.

General Requirements:

- **Notice of Project Commencement:** The applicant must notify the Regional Stormwater Program before the commencement of land disturbing activities.
- **Violations** - All land disturbing projects are required to comply with the construction ordinance. Any violation of this ordinance may be addressed by a written notice of violation or stop work order. The enforcement officer has the discretion to decide whether the actions taken by the applicant within 48 hours are sufficient to have addressed the problem, or whether a fine should be imposed. Imposition of a fine will require a written statement of the continued violation.
- **Records** - The SWPPP and inspection records shall be maintained at the site during the progress of work.
- **Substantive Changes to Plan** - No substantive changes shall be made to an approved plan without review and written approval by the agency. The agency may request additional data with a plan amendment as may be necessary for a complete review of the plan and to ensure that changes to the plan will comply with the requirements of this ordinance.
- **Performance Surety** - A project may require a performance surety if permanent stormwater facilities are involved.
- **Final As-Built Submittal** - If the project included construction of conveyance systems, treatment facilities, flow control facilities, or structural source control BMPs, the applicant must submit as-built plan (Record Drawings) to the agency. These shall be engineering drawings that accurately represent the project as constructed. These corrected drawings must be legibly drafted revisions that are stamped, signed, and dated by a licensed engineer registered in the state of Washington.

- **Final Stabilization** - Construction and stabilization of all stormwater facilities shall be completed prior to any final plat, short plat, binding site plan, or the issuance of certificate of completion. At the discretion of the agency, a test of the facility may be performed to demonstrate adequate performance. The test shall be performed in the presence of development engineering personnel and Enforcement Officer.
- **O&M Plan** - Upon completion of a project, and prior to issuance of certificate of completion, responsible party shall submit to the Regional Stormwater Program a stormwater system operation and maintenance plan (O&M Plan). The O&M Plan shall address all stormwater facilities and BMPs, and identify the party/parties responsible for maintenance and operation.
- **Stormwater Certificate of Completion:** Subsequent to final installation and stabilization of all stormwater BMPs shown on the stormwater management design plan, submission of all necessary as-built plans, and final inspection and approval by the agency, the agency shall issue a Stormwater Certificate of Completion for the project. In issuing such a certificate, the agency shall determine that all work has been satisfactorily completed in conformance with this Ordinance.
- **Expiration of Plan Approval** -The SWPPP's approval expires upon issuance of a certificate of completion or one year from the date of approval unless work has actually begun on the site. The recordation of a final plat for a section of a subdivision (or initiation of construction in a section) does not vest the approval of the SWPPP for the remainder of the subdivision. If the ESC Plan or SWPPP expires, the applicant shall file with agency for re-approval of the Construction SWPPP or ESC Plan.

Applicant Agreement:

By signing this application, the applicant/owner attests that the information provided herein, and in any attachments, is true and correct to the best of his/her knowledge. Any material falsehood or any omission of a material fact made by the applicant/owner with respect to this application may result in this permit being null and void.

I further agree to save, indemnify and hold harmless Regional Stormwater Program against all liabilities, judgments, court costs, reasonable attorney's fees and expenses which may in any way accrue against Regional Stormwater Program as a result of or in consequence of granting this permit.

I further agree to provide access and right of entry to Regional Stormwater Program and its employees, representatives or agents for the sole purpose of application review and any required inspections. Access and right of entry to this property shall be requested and shall occur only during regular business hours.

I further certify that I am the major property owner, authorized agent, or officer of the corporation owning property described in the attached application and I have familiarized myself with the rules and regulations of the Stormwater Construction and Post-Construction Ordinance with the respect to making this application and that the statements, answers and information contained therein are in all respects true and correct to the best of my knowledge and belief. Further, I possess full legal authority and rights necessary to exercise control over the subject property in regards to the implementation of the stormwater construction permit.

Applicant Signature: _____

Date: _____

Application Approved:

Regional Stormwater Program

Date

Permit	Date	Project Name	Project Size	Project Units	Fees Paid
11-01	1/15/2011	Port Waterline Project	26500	sf	\$ 350.00
11-02	2/1/2011	6th Avenue Storage Units	14420	sf	\$ 275.00
11-03	1/27/2011	1324 Benjamin Street	15320	sf	\$ 275.00
11-03	3/3/2011	2330 Reservoir Rd	5000	sf	\$ 225.00
11-05	3/23/2011	Asotin County PTBA Parking Lot	20300	sf	\$ 350.00
11-06	3/21/2011	Clarkston Care Center	38000	sf	\$ 450.00
11-07	3/17/2011	Port Sewer Line Project	29255	sf	\$ 350.00
11-08	4/6/2011	Avista Gas Pipeline	4	ac	\$ 500.00
11-09	4/21/2011	Elliott Residence	8000	sq ft	\$ 225.00
11-10	4/28/2011	1043 Liberty Dr	5500	sq ft	\$ 225.00
11-11	6/20/2011	Whitney Bonfield House	6600	sq ft	\$ 225.00
11-12	7/11/2011	Jerrold Hamilton	5000	sq ft	\$ 225.00
11-13	7/18/2011	Woodbury/Litchfield House	8100	sq ft	\$ 225.00
11-14	8/11/2011	A&R Rentals	42000	sq ft	\$ 450.00
11-15	9/6/2011	Breithaupt Home	8025	sq ft	\$ 225.00
11-16	9/27/2011	Keatts Residence	32400	sq ft	\$ 450.00
11-17	11/7/2011	Peters Residence	10000	sq ft	\$ 275.00
11-18	10/24/2011	Valley Medical Center	35432	sq ft	\$ 450.00
		Total Fees			\$ 5,750.00



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2011 Construction Permit Fees

Medium Project

Project Size	2011 Permit Fee
5,000 ft ² – 10,000 ft ² disturbed area	\$225
10,001 ft ² – 20,000 ft ² disturbed area	\$275
20,001 ft ² – 30,000 ft ² disturbed area	\$350
30,001 ft ² – 43,559 ft ² disturbed area	\$450

Large Project

43,560 sq ft (1 acre) or greater

Project Size	2011 Permit Fee
Less than 5 acres disturbed area	\$500
5 -< 7 acres of disturbed area	\$800
7 -< 10 acres of disturbed area	\$1,100
10 -< 20 acres of disturbed area	\$1,400
20 acres and greater of disturbed area	\$1,800

Regional Stormwater Program
Stormwater Operation and Maintenance Plans
For Asotin County, City of Asotin, and City of Clarkston
Otak Project No. 31969
November 10, 2011

Project Budget

This is a time and materials contract with the total not to exceed \$25,500. An anticipated breakdown of spending by task is shown below.

<i>Task 1—Data Gathering and Project Initiation</i>	<i>\$3,000</i>
<i>Task 2—Draft O&M Plans</i>	<i>\$11,000</i>
<i>Task 3—O&M Training.....</i>	<i>\$2,500</i>
<i>Task 4—Final O&M Plans.....</i>	<i>\$4,500</i>
<i>Task 5—Project Management and Coordination.....</i>	<i>\$2,000</i>
<i>Expenses (airfare, mileage, accommodations, printing, etc)</i>	<i>\$2,500</i>
<i>Project Total</i>	<i>\$25,500</i>

	A	B	C
1	2011 Regional Stormwater Program		
2	Revenue Budget		
3			
4			
5	Revenue	Total Projected Revenue	Year to Date Rev
6	Asotin County Utility Revenue	\$ 433,367.00	\$ 342,879.06
7	City of Asotin Utility Revenue	\$ 42,625.00	\$ 34,181.06
8	City of Clarkston Utility Revenue	\$ 352,453.00	\$ 264,517.03
9	Other Revenue - Construction Permits	\$ 50,000.00	\$ 5,035.00
10	Capacity Grant	\$ 267,362.00	\$ 127,087.79
11	Utility Implementation Grant	\$ 12,525.00	\$ 1,715.93
12	Equipment Purchase Grant	\$ 179,000.00	\$ 177,506.12
13	Field Guide Grant	\$ 115,000.00	\$ 76,171.49
14	Outreach Grant	\$ 58,500.00	\$ 47,638.30
15	Interfund Loan	\$ 100,000.00	\$ 100,000.00
16	Miscellaneous Revenue	\$ 5,500.00	\$ 5,644.65
17	Total Revenue	\$ 1,616,332.00	\$ 1,182,376.43

FUND 460.000	Stormwater Operations 2011 Budget for Spending	Total Budget for Year - 2011	Year To Date Spent	YTD Percent Spent	Remaining Budget For Year
Payments Made through Accounts Payable (WinCams)					
538.31.31	Supplies	\$ 10,000	\$ 3,949	39.5%	\$ 6,051
538.31.3125	Field Guide Grant - Supplies	\$ 7,559	\$ 11,780	155.8%	\$ (4,221)
538.31.41	Billing Expenses - County	\$ 21,000	\$ 11,563	55.1%	\$ 9,437
538.31.4110	Legal services - City of Asotin	\$ 4,000	\$ 150	3.8%	\$ 3,850
538.31.4111	Legal services - City of Clarkston	\$ 4,000	\$ -	0.0%	\$ 4,000
538.31.4112	Legal services - Asotin County	\$ 4,000	\$ -	0.0%	\$ 4,000
538.31.42	Communication	\$ 500	\$ 372	74.5%	\$ 128
538.31.43	Travel	\$ 2,000	\$ 156	7.8%	\$ 1,844
538.31.44	Advertising	\$ 35,000	\$ 4,891	14.0%	\$ 30,109
538.31.49	Misc costs	\$ 10,000	\$ 7,346	73.5%	\$ 2,654
538.31.49	Training	\$ 4,000	\$ 181	4.5%	\$ 3,819
538.31.5110	Management Team - City of Asotin	\$ 15,000	\$ 1,275	8.5%	\$ 13,725
538.31.5111	Management Team - City of Clarkston	\$ 15,000	\$ 3,289	21.9%	\$ 11,711
538.32.4122	Consultant - Utility Implementation	\$ 1,722	\$ 1,362	79.1%	\$ 359
538.32.4125	Field Guide Grant - Consultant	\$ 66,868	\$ 64,572	96.6%	\$ 2,296
538.32.4126	Outreach Grant - Consultant	\$ 48,557	\$ 44,664	92.0%	\$ 3,893
538.35.5110	City of Asotin O&M	\$ 3,000	\$ 1,747	58.2%	\$ 1,253
538.35.5111	City of Clarkton O&M	\$ 98,300	\$ 20,701	21.1%	\$ 77,599
538.35.5112	Asotin County O&M	\$ 120,000	\$ 51,240	42.7%	\$ 68,760
538.36.5110	Billing Expenses - City of Asotin	\$ 22,560	\$ 16,723	74.1%	\$ 5,837
538.36.5111	Billing Expenses - City of Clarkston	\$ 40,000	\$ -	0.0%	\$ 40,000
538.38.49	B&O Tax	\$ 7,800	\$ 7,780	99.7%	\$ 20
594.38.6401	Equipment	\$ 29,000	\$ -	0.0%	\$ 29,000
594.38.6402	Monitoring/Mapping Equipment	\$ 2,000	\$ 1,276	63.8%	\$ 724
594.38.6403	Sweeper	\$ 171,184	\$ 171,184	100.0%	\$ 0
Salary and Benefits (per Timecard Distribution total costs)					
538.31.10,22-28	Salary, Benefits, Fringe: Coordinator	\$ 68,947	\$ 66,088	95.9%	\$ 2,859
538.31.11,22-28	Salary, Benefits, Fringe: .5 FTE (Finance)	\$ 21,214	\$ 14,420	68.0%	\$ 6,794
538.31.12,22-28	Salary, Benefits, Fringe: 1 FTE (Inspector)	\$ 66,295	\$ 7,086	10.7%	\$ 59,209
538.31.5112	Management Team/Admin - Asotin County	\$ 22,700	\$ 13,935	61.4%	\$ 8,765
538.32.4112	Mapping - Asotin County	\$ 14,300	\$ 29,068	203.3%	\$ (14,768)
			\$ -		\$ -
Interfund Transfers (QUARTERLY JOURNAL ENTRIES)					
538.38.45	Office Rental	\$ 4,000	\$ 3,000	75.0%	\$ 1,000
538.38.92	PBX	\$ 400	\$ 300	75.0%	\$ 100
538.38.95	ER&R - Stormwater	\$ 40,000	\$ 31,163	77.9%	\$ 8,837
538.38.96	Insurance	\$ 5,000	\$ 3,750	75.0%	\$ 1,250
538.38.99	Data Processing	\$ 2,000	\$ 1,500	75.0%	\$ 500
581.20.113	Interfund Loan	\$ 104,250	\$ -	0.0%	\$ 104,250
Transfers to Capital Reserve (amounts/process to be decided on later)					
597.38.10	City of Asotin	\$ 16,880	\$ -	0.0%	\$ 16,880
597.38.11	City of Clarkston	\$ 101,840	\$ -	0.0%	\$ 101,840
597.38.12	Asotin County	\$ 111,300	\$ -	0.0%	\$ 111,300
	TOTAL EXPENDITURES	\$ 1,322,176	\$ 596,510	45.1%	\$ 725,666
	460.004 - Stormwater ER&R				
362.21.460	Revenue - Rental Rate	\$ 40,000	\$ -	0.0%	\$ 40,000
548.69.48	Expense - Maintenance	\$ 20,000	\$ -	0.0%	\$ 20,000

Fund	Bars Account	BARS TITLE	2011 BUDGET	Current Spending as of 10/31/11	Projected Spending by Year End	2012 PROPOSED BUDGET	NET CHANGE	COMMENTS
460.000	111.10.00	Stormwater Operations - Cash	0					
460.000	111.70.10	Stormwater Petty Cash / Change Fund	200			200	0	
460.000	111.70.11	Stormwater Revolving Fund Res. 11-06	1,500			1,500	0	
460.000	308.00.00	Stormwater Beginning Fund Balance	100,000	0	0	207,080		Projected Rev - Projected Exp
460.000	322.10.12	Construction Permits	50,000	5,035	6,000	10,000	-40,000	
460.000	334.03.1028	Capacity Grant	267,362	127,088	150,000	117,362	-150,000	
460.000	338.31.10	City of Asotin Stormwater Utility	42,625	31,287	42,100	42,100	-525	
460.000	338.31.11	City of Clarkston	352,453	264,340	352,453	352,453	0	
460.000	343.83.12	Asotin County	433,367	342,879	400,000	376,770	-56,597	6,610 ERU X 5/mo + 5% delinquent
		Total Revenues	1,245,807	770,629	950,553	1,105,765	-140,042	
460.000	538.31.10	Coordinator	52,000	43,512	52,000	52,000	0	
460.000	538.31.11	Utility Billing Clerk	16,000	9,248	11,000	16,000	0	
460.000	538.31.12	1 FTE	50,000	4,631	4,631	50,000	0	
460.000	538.31.22	Social Security	7,316	3,216	4,410	7,316	0	
460.000	538.31.2201	Medicare	1,711	752	1,027	1,711	0	
460.000	538.31.23	Retirement	8,142	3,209	4,885	8,142	0	Rates not available yet
460.000	538.31.24	Medical Insurance	16,500	6,050	6,900	14,400	-2,100	
460.000	538.31.2410	VEBA Insurance	0	613	788	1,050	1,050	
460.000	538.31.25	Dental Insurance	3,180	1,060	1,272	2,544	-636	
460.000	538.31.26	Vision Insurance	365	122	155	292	-73	
460.000	538.31.27	Labor & Industry	1,092	272	655	1,092	0	
460.000	538.31.28	Life Insurance	150	96	150	150	0	
460.000	538.31.31	Supplies	10,000	6,923	5,000	5,000	-5,000	
460.000	538.31.41	County Billing Expenses	21,000	12,399	13,000	13,000	-8,000	
460.000	538.31.4110	Legal Services City of Asotin	4,000	150	1,000	1,000	-3,000	
460.000	538.31.4111	Legal Services City of Clarkston	4,000		1,000	2,000	-2,000	
460.000	538.31.4112	Legal Services Asotin County	4,000		2,000	6,000	2,000	
460.000	538.31.42	Communication	500	470	500	500	0	
460.000	538.31.43	Travel	2,000	94	500	2,000	0	
460.000	538.31.44	Advertising, Education & Outreach	35,000	4,188	7,500	35,000	0	
460.000	538.31.4901	Misc. Costs	10,000	4,204	7,500	7,000	-3,000	
460.000	538.31.4910	Ecology Phase II Permit Fees - Asotin			305	1,000	1,000	
460.000	538.31.4911	Ecology Phase II Permit Fees - Clarkston			1,100	2,200	2,200	

Fund	Bars Account	BARS TITLE	2011 BUDGET	Current Spending as of 10/31/11	Projected Spending by Year End	2012 PROPOSED BUDGET	NET CHANGE	COMMENTS
460.000	538.31.4912	Ecology Phase II Permit Fees - Asotin County			1,275	2,500	2,500	
460.000	538.31.4902	Training	4,000	290	1,000	4,000	0	
460.000	538.31.5110	Management Team - City of Asotin	15,000	2,924	5,000	7,500	-7,500	
460.000	538.31.5111	Management Team - City of Clarkston	15,000	3,289	6,000	12,500	-2,500	
460.000	538.31.5112	Management Team/Admin. Asotin County	22,700	18,306	20,000	20,000	-2,700	
460.000	538.32.4112	Mapping - Asotin County	14,300	25,875	30,000	5,000	-9,300	
460.000	538.35.5110	City of Asotin O&M	3,000	1,747	3,000	6,000	3,000	
460.000	538.35.5111	City of Clarkston O&M	98,300	20,701	50,000	90,000	-8,300	
460.000	538.35.5112	Asotin County O&M	120,000	51,240	75,000	100,000	-20,000	
460.000	538.36.5110	Billing Expenses - City of Asotin	22,560	18,203	22,560	10,500	-12,060	
460.000	538.36.5111	Billing Expenses - City of Clarkston	40,000	0	5,000	40,000	0	
460.000	538.38.45	Office Rental	4,000	3,000	4,000	4,000	0	
460.000	538.38.4501	Vehicle ER&R	0	945	1,890	2,400	2,400	
460.000	538.38.49	B&O Tax	7,800	3,970	7,800	6,800	-1,000	
460.000	538.38.92	PBX	400	300	400	400	0	
460.000	538.38.95	ER&R Stormwater	40,000	31,163	40,000	40,000	0	
460.000	538.38.96	Insurance	5,000	3,750	5,000	5,000	0	
460.000	538.38.99	Data Processing	2,000	1,500	2,000	2,000	0	
460.000	581.20.113	Interfund Loan	104,250	0	104,250	0	-104,250	
460.000	594.38.6401	Other Equipment Rental	29,000	0	0	15,000	-14,000	Change to 538.38.4502
460.000	594.38.6402	Monitoring/Mapping Equipment	2,000	1,276	2,000	2,000	0	
460.000	597.38.10	Capital Reserve - Asotin	16,880	0	16,880	16,880	0	
460.000	597.38.11	Capital Reserve - Clarkston	101,840	0	101,840	101,840	0	
460.000	597.38.12	Capital Reserve County	111,300	0	111,300	111,300	0	
		Total Expenses	1,026,286	289,688	743,473	835,017	-191,269	