



Infrastructure Assistance Coordinating Council

# Protect Your Assets

**2017 IACC Conference**

**October 24-26, 2017**

*Wenatchee Convention Center*

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# General Information

## What is IACC?

The Infrastructure Assistance Coordinating Council (IACC) is a nonprofit organization dedicated to helping Washington communities identify and obtain resources they need to develop, improve, and maintain infrastructure. It consists of staff from state and federal agencies, tribal organizations, local government associations, and nonprofit technical assistance organizations.

IACC is a unique organization that has enhanced the relationships between government agencies and communities in Washington for over 25 years. Communities and IACC, working together, are better able to provide the infrastructure necessary to enhance, preserve, and protect Washington's environment and quality of life. IACC is governed by four Board Officers and six Board Members.

## What does IACC do?

IACC's purpose is to improve the delivery of infrastructure assistance, both financial and technical, to local governments in Washington State. It does this by keeping its members informed of changes in infrastructure programs or services and in providing opportunities to network and gain information:

- IACC sponsors this annual statewide conference where state and federal programs assisting local governments with infrastructure needs convene to share information about their programs with these potential users.
- IACC provides technical assistance to communities by bringing together the appropriate funding and technical assistance representatives with community members to collaborate on specific projects.

## 2016-2017 IACC Officers

Co-Chair: Eloise Rudolph, [Eloise.Rudolph@doh.wa.gov](mailto:Eloise.Rudolph@doh.wa.gov)

Co-Chair: Andy Meyer, [AndyM@awcnet.org](mailto:AndyM@awcnet.org)

Vice-Chair: Janea Delk, [Janea.Delk@commerce.wa.gov](mailto:Janea.Delk@commerce.wa.gov)

Secretary: Valerie Smith, [Valerie.Smith@commerce.wa.gov](mailto:Valerie.Smith@commerce.wa.gov)

Treasurer: Ambrea Cormier, [Ambrea.Cormier@wa.usda.gov](mailto:Ambrea.Cormier@wa.usda.gov) (Non-Voting)

## Board Members

Tribal Representative: VACANT

Non-Profit Representative : Dan Bannier, Rural Community Assistance Corporation

Federal Representative: Peter McMillin, USDA Rural Development (Non-Voting)

Association Representative: Gary Rowe, Washington State Association of Counties

State Agency Representative: Gloria Bennett, Washington State Transportation Improvement Board

## Conference Chair

Cathi Read, Department of Commerce

Check out our website at [www.infracfunding.wa.gov](http://www.infracfunding.wa.gov).



# IACC

INFRASTRUCTURE ASSISTANCE  
COORDINATING COUNCIL

# Conference Events

## Pre-Registered Tech Teams

- Quinault Indian Nation
- Shoalwater Bay Indian Tribe
- Spokane Tribe of Indians
- Broadband Action Team
- City of Cle Elum
- City of Dayton
- City of Everson
- City of Long Beach
- City of North Bonneville
- City of Oakville
- City of Othello
- City of Pasco
- City of Republic
- City of Stevenson
- City of Tekoa
- City and Port of Woodland
- Town of Garfield
- Town of Kettle Falls
- Town of Lind
- Town of St. John
- Port of Walla Walla
- Kittitas County Fire District No. 2
- Snoqualmie Pass Utility District
- Thurston County PUD No. 1
- Wolf Creek Property Owner Association Water System

**Check with the Registration/Help Desk for room assignments.**



**Tuesday, October 24**

**12:45 - 1:30 p.m.**

**Keynote Speaker: Chuck Clarke, CEO,  
Cascade Water Alliance**

Chuck Clarke is CEO of Cascade Water Alliance, a municipal corporation of five cities and two water and sewer districts that provide water to almost 380,000 residents and more than 20,000 businesses. Under his leadership, Cascade embarked on an extensive, inclusive public process to determine how best to deliver water supply to its members over the next 50 years and beyond.

Before joining Cascade Water Alliance, Chuck served at all three levels of government including director of Seattle Public Utilities, director of the Washington State Departments of Community Development and Ecology, and regional administrator of EPA Region 10 managing operations in Alaska, Washington, Oregon, and Idaho.

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**Thursday, October 26**

**10:20 - 11:30 a.m.**

**Legislative Review - Looking Back to the Future**

Representatives from local government associations will provide insights on infrastructure advances made in the last legislative session, and share their perspectives on what is likely to emerge over the next few years on the state policy and legislative fronts. Hear from the following associations:

- Association of Washington Cities
- Washington Association of Sewer & Water Districts
- Washington PUD Association
- Washington Public Ports Association
- Washington State Association of Counties



# Conference Event Locations

Upper Level				Lower Level				
Day/Time	Grand Apple Ballroom	Harvest Room and Blossom Room		Orchard Exhibit Hall	Fuji, Gala, and Golden Delicious Rooms	Red Delicious West Room	Other	
TUESDAY								
7:30 – 11:45 am				Exhibitor Set-up Breakfast Buffet	Tech Teams	Tech Teams		
11:45 – 12:30 pm	Lunch							
12:45 – 1:30 pm	Keynote Speaker							
1:45 – 2:40 pm		<u>Blossom</u> Health Washington Loan Tracking (WALT) DEMO			Concurrent Sessions	Tech Team		
2:40 – 3:00 pm				Break - Snacks				
3:00 – 3:55 pm				Coffee & Juice	Concurrent Sessions	Tech Team		
3:55 – 4:15 pm								
4:15 – 5:10 pm						Concurrent Sessions		Tech Team
5:10 – 6:30 pm				Exhibitor Reception		Tribal Reception		
6:15 – 9:15 pm					Short Course in Local Planning			
WEDNESDAY								
7:00 – 8:00 am	Breakfast Buffet					Infrastructure Bank Discussion		
8:00 – 9:15 am	General Session							
9:35 – 10:30 am		<u>Harvest</u> Fund Finder Portal DEMO			Concurrent Sessions	Tech Team	Field Trip FT1	
10:30 – 10:50 am					Break - Snacks			
10:50 – 11:45 am					Coffee & Juice	Concurrent Sessions		Tech Team
11:45 – 1:20 pm	Lunch/Awards							
1:35 – 2:30 pm		<u>Blossom</u> WALT Demo	<u>Harvest</u> Portal DEMO		Concurrent Sessions		Field Trip FT2	
2:30 – 2:50 pm				Break - Snacks				
2:50 – 3:45 pm				Coffee & Juice	Concurrent Sessions		Field Trip FT3	
3:45 – 4:05 pm								
4:05 – 5:00 pm							Concurrent Sessions	
5:00 – 7:30 pm							Social Event Pybus Market	
THURSDAY								
7:00 – 8:00 am				Breakfast Buffet Exhibitor Raffle				
8:00 – 8:55 am				Coffee & Juice	Concurrent Sessions			
8:55 – 9:15 am								
9:15 – 10:10 am					Concurrent Sessions			
10:20 – 11:30 am	General Session PANEL							

Tuesday  
October 24, 2017

7:30 - 11:45	Individual Pre-Registered Tech Teams					
11:45-12:30	Lunch Grand Apple Ballroom					
12:45 - 1:30	Keynote Speaker: Chuck Clarke, CEO Cascade Water Alliance Grand Apple Ballroom					
1:45 - 2:40	S1 Resiliency: Planning for Water Supply Disruption  Gala 1-2  0.1 W CEU	S2 First Time at IACC?  Gala 3-4	S3 Sharing Your Story - Expanding Your Communications  Fuji 1-2  0.1 W/WW CEU	S4 The Language of Wastewater  Fuji 3-4  0.1 WW CEU	S5 Understanding Cultural Resource Issues  Golden Delicious	Health Online Application (WALT) DEMO  Blossom Room
3:00 - 3:55	S6 Building Resilience in Critical Infrastructure  Gala 1-2  0.1 W/WW CEU	S7 What Your Public Works Department Can Learn from Ancient History  Gala 3-4  0.1 W CEU	S8 Asset Management and the Budget: Your Road to Fiscal Sustainability  Fuji 1-2  0.1 W/WW CEU	S9 Fish Passage Barrier Removal Board: Mission and Process  Fuji 3-4	S10 Endangered Species Act Consultation  Golden Delicious	
4:15 - 5:10	S11 Using GIS to Build Smarter Communities in Washington State  Gala 1-2  0.1 W/WW CEU	S12 How to Avoid Audit Findings  Gala 3-4	S13 Winning with the News Media  Fuji 1-2  0.1 W/WW CEU	S14 Funding Portal for Salmon and Water Quality Projects  Golden Delicious	S15 Quest for Broadband: Lessons Learned from Three Washington Communities Fuji 3-4	
5:10 - 6:30 Exhibitors' Reception - Orchard Exhibit Hall						
6:15 - 9:15 S48: Short Course in Local Planning - Golden Delicious (Description information and agenda on pages 24 and 25.)						

Wednesday - Morning  
October 25, 2017

8:00-9:15	<p>General Session: Infrastructure Funding Panel</p> <p>Join us for breakfast, and learn how the funding programs represented at the conference can assist with various types of infrastructure projects.</p> <p><b>Grand Apple Ballroom</b></p>					
9:35 - 10:30	<p>S16 Absolute Basics of Asset Management: What is Your First Step?</p> <p><b>Gala 1-2</b></p> <p>0.1 W/WW CEU</p>	<p>S17 Funding for Drinking Water</p> <p><b>Gala 3-4</b></p>	<p>S18 Cyber Threats to the State of Washington: Protect Your Data</p> <p><b>Fuji 1-2</b></p> <p>0.1 W/WW CEU</p>	<p>S19 Energy Efficiency &amp; Solar Grants</p> <p><b>Golden Delicious</b></p> <p>0.1 W/WW CEU</p>	<p>S20 Community Economic Revitalization Board (CERB) - Programs &amp; Projects</p> <p><b>Fuji 3-4</b></p>	<p><b>MORNING:</b> Funding Portal for Salmon and Water Quality Projects <i>DEMO</i> <b>Harvest Room</b></p>
10:50 - 11:45	<p>S21 Sewer Rates and the Value of Water</p> <p><b>Gala 1-2</b></p> <p>0.1 WW CEU</p>	<p>S22 How to Apply for Drinking Water State Revolving Fund (DWSRF) Funding (Online Application)</p> <p><b>Gala 3-4</b></p>	<p>S23 State Grants for Non-Profits</p> <p><b>Golden Delicious</b></p>	<p>S24 Funding Repairs of Septic Systems Through a Public-Private Partnership</p> <p><b>Fuji 3-4</b></p>	<p>S25 "Clean-up on Aisle 7"</p> <p><b>Fuji 1-2</b></p>	<p><b>9:35 - 11:45</b> <b>FT1:</b> Optional Field Trip: City of Wenatchee WWTP Tour  <b>0.1 WW CEU</b></p>

Wednesday - Afternoon  
October 25, 2017

11:45 - 12:30	Lunch Grand Apple Ballroom					
12:30 - 1:15	Ninth Annual IACC Awards Ceremony Grand Apple Ballroom					
1:35 - 2:30	S26 Asset Management Implementation  Gala 1-2  0.1 W/WW CEU	S27 USDA Rural Development Program Overview  Gala 3-4  0.1 W/WW CEU	S28 WSDOT Active Transportation & Local Programs  Fuji 1-2	S29 Application and Environmental Review for Water Quality Funding  Fuji 3-4  0.1 WW CEU	S30 Cultivating Resilient Communities  Golden Delicious	<b>AFTERNOON:</b> Health Online Application (WALT) DEMO Blossom Room  <b>AFTERNOON:</b> Funding Portal for Salmon and Water Quality Projects DEMO Harvest Room
2:50 - 3:45	S31: Asset Management  Gala 1-2  0.2 W/WW CEU	S32 USDA Rural Development Engineering and Loan Process for Water and Wastewater  Gala 3-4  0.1 W/WW CEU	S33 Community Development Block Grant (CDBG) - Grant Funding for Your Future  Fuji 1-2	S34 Indian Health Service Sanitation Facilities Construction Program  Golden Delicious  0.1 W/WW CEU	S35 Asset Management in Action  Fuji 3-4  0.1 W/WW CEU	<b>1:35 - 5:00</b> <b>FT2:</b> Optional Field Trip: Cultural Resource Protection at Work & Play
4:05 - 5:00		S36 USDA Rural Development Community Facility Funding  Gala 3-4	S37 American Iron and Steel - Requirements for SRF Loan  Fuji 1-2	S38 Sanitary Surveys: Turn a Requirement into an Opportunity  Golden Delicious  0.1 W/WW CEU	S39 Sustaining a Knowledgeable and Qualified Workforce for a New Generation  Fuji 3-4  0.1 W/WW CEU	<b>2:50 - 5:00</b> <b>FT3:</b> Optional Field Trip: City of Wenatchee WWTP Tour  0.1 WW CEU
5:00 - 7:30 Social Event at the Pybus Public Market <a href="http://www.pybuspublicmarket.org">www.pybuspublicmarket.org</a>						



Thursday - Morning  
October 26, 2017

8:00-8:55	<p>S40 Engaging with the State Legislature</p> <p>Gala 1-2</p> <p>0.1 W/WW CEU</p>	<p>S41 Setting User Rates to Support Your Asset Management Plan</p> <p>Gala 3-4</p> <p>0.1 W/WW CEU</p>	<p>S42 Restoring Infrastructure, Restoring Trust</p> <p>Fuji 1-2</p> <p>0.1 W/WW CEU</p>	<p>S43 Section 106 - Requirement of the National Historic Preservation Act</p> <p>Fuji 3-4</p>	
9:15 - 10:10	<p>S44 What's New with the Public Works Board (PWB)?!!?</p> <p>Gala 1-2</p>	<p>S45 Public Records as Agency Assets: 2017 Amendments to Public Record Laws</p> <p>Gala 3-4</p>	<p>S46 Regionalization and Consolidation of Water Systems</p> <p>Fuji 1-2</p> <p>0.1 W CEU</p>	<p>S47 Compliance with Governor's Executive Order 05-05</p> <p>Fuji 3-4</p>	
10:20 - 11:30	<p>GS2: General Session: Legislative Review: Looking Back to the Future</p> <p>Representatives from local government associations will provide insights on infrastructure advances made in the last legislative session, and share their perspectives on what is likely to emerge over the next few years on the state policy and legislative fronts. The panel will be available to answer your questions and respond to your comments on the future of infrastructure financing in Washington State.</p> <p>Hear from the following associations:</p> <ul style="list-style-type: none"> <li>• Association of Washington Cities</li> <li>• Washington Association of Sewer &amp; Water Districts</li> <li>• Washington PUD Association</li> <li>• Washington Public Ports Association</li> <li>• Washington State Association of Counties</li> </ul> <p>Grand Apple Ballroom</p>				

W= Water CEU

WW = Wastewater CEU

W/WW = Water & Wastewater CEU



# Session Descriptions

Tuesday 1:45 - 2:40 p.m.		
S1	<b>Resiliency: Planning for Water Supply Disruption</b> Chuck Clarke, Cascade Water Alliance	The mark of a strong community is its resiliency in responding to challenges. In the event of a major disruption, such as an earthquake, wildfire or drought, potential damage to critical water system infrastructure can produce significant water outages and economic impacts. Learn how – without mandate or crises –regional utilities are working together to determine how best to provide essential water service in challenging times.
S2	<b>First Time at IACC?</b> Janea Delk, Community Economic Revitalization Board (CERB) David Dunn, Department of Ecology	If this is your first time attending the IACC conference, WELCOME! We invite you to this information session for first time attendees. Sit down, get your questions answered, and start the conference off right. What sessions should I attend? What's a Tech-Team? How can I get more involved? What's a PYBUS? What are all these other acronyms? Bring any other important questions you may have.
S3	<b>Sharing Your Story – Expanding Your Communications</b> Heather Cannon, Rural Community Assistance Corporation (RCAC)	When communicating about your utility, facility, or program there are benefits to engaging the whole community. Do you need to reach out to a wider group of people? Are you ready to expand your communication program to include Twitter, Facebook, Nextdoor, and Instagram? Learn which social media networks best support your content, the audience reached by each format, how to set up an account, and some best management practices to keep your communications program effective.
S4	<b>The Language of Wastewater</b> Cynthia Wall, Kim Prisock, Department of Ecology	<p>Are you baffled by all the jargon, technologies, and engineering behind wastewater systems? Here's your chance to learn the basics! Ecology staff discuss the types of wastewater permits, basic wastewater treatment concepts, different technologies, and best practices for managing your facility.</p> <p>This is a great opportunity for elected officials and city staff to learn the basic "language of wastewater" and ask all your questions about sewer, wastewater treatment, and permitting.</p>
S5	<b>Understanding Cultural Resource Issues</b> Russell Holter, Department of Archaeology and Historic Preservation	What are Cultural Resources and why are they complicating my project? Compliance with state and federal regulations is not new. Find out why protecting your local cultural resources is important to provide a community identity for future generations.

# Session Descriptions

## Tuesday 3:00 - 3:55 p.m.

S6	<b>Building Resilience in Critical Infrastructure</b> Tristan Allen, Emergency Management Division	Infrastructure is the foundation upon which our communities are built. Following a disaster, the restoration of critical infrastructure is essential to support response operations and is a precondition for community recovery. This presentation explains how to identify your critical infrastructure, and provides strategies to mitigate, prepare, respond, and recover from a disaster by enhancing the resilience of critical infrastructure.
S7	<b>What Your Public Works Department Can Learn from Ancient History</b> David Dunn, Department of Ecology	Ancient history is fascinating in its own right, but we're supposed to study history in order to learn lessons. Learn valuable insights about construction management, employee development, and project scheduling from the examples of historical figures like Cyrus the Great of Persia, Genghis Khan, and the Roman Emperor Constantine.
S8	<b>Asset Management and the Budget - Your Road to Fiscal Sustainability</b> Judy Isaac, Municipal Research Services Center	The focus of this session is using the budget process as a tool for asset management. By incorporating asset management concepts into your capital and operating budget processes, you can maximize the life cycle of public infrastructure assets.
S9	<b>Fish Passage Barrier Removal Board: Mission and Process</b> Tom Jameson, Washington Department of Fish and Wildlife	The Brian Abbott Fish Passage Barrier Removal Board (FBRB) was created in 2014 to work on correcting fish passage barriers in Washington. A funding request to create a grant program was submitted as part of the 2017 legislative session. Although the budgets have not yet been passed, it is likely that up to \$20 million may be available for the program. This presentation will explain the Board, its mission, and how to apply for funding.
S10	<b>Endangered Species Act Consultation</b> Nancy Munn, NOAA Fisheries	Do you have a project with a federal permit or that has received federal funding and feel a little intimidated by the Endangered Species Act (ESA) consultation process? This session provides an introductory level overview of the Section 7 consultation process. Come meet NOAA fisheries staff and get your questions answered.

## Tuesday 4:15 - 5:10 p.m.

S11	<b>Using GIS to Build Smarter Communities in Washington State</b> Tyler Vick, FLO Analytics	From utilities and wastewater districts, to tribes and municipalities, GIS enables efficient and effective planning across departments, provides a coherent overview for management, and allows for increased engagement with citizens. Join this session to learn how GIS can help with asset management, workflow efficiency, community engagement, preventing loss of institutional knowledge, and what tools and resources are available to you to implement or better leverage GIS.
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# Session Descriptions

S12	<b>How to Avoid Audit Findings</b> Cavan Busch, Office of the State Auditor	Federal grants can be an important source of funding, but they also come with requirements that are subject to audit. This session includes a brief overview of the single audit process, discussion of common causes of findings, strategies for preventing these findings, and components of a good internal control environment.
S13	<b>Winning with the News Media</b> Barbara Dunn, Department of Commerce	This interactive presentation discusses today's news environment and how your organization can get the story you want. We examine who, what, why, when and how members of the news media cover the news, and why some items get more coverage than others.
S14	<b>Funding Portal for Salmon and Water Quality Projects</b> Tara Galuska, Recreation and Conservation Office Pat Brommer, Department of Ecology	Learn about the multiagency effort to coordinate water quality and salmon funding. We are developing a user-friendly single location to easily find and access pertinent grant and loan information related to salmon and water quality. The portal features timeline and filtering capability that is easy to use.
S15	<b>Quest for Broadband: Lessons Learned from Three Washington Communities</b> Monica Babine, Debra Hansen, Washington State University Extension	Once thought to be a luxury, broadband internet is now known to be vital for economic development, education, and quality of life. See what White Center, Lincoln and Stevens counties did to accelerate broadband. Learn about data and tools available from federal and local programs to develop your local technology planning process.
<b>Wednesday 9:35 -10:30 a.m.</b>		
S16	<b>Absolute Basics of Asset Management. What is your first step?</b> David Dunn, Department of Ecology	You know you need an asset management system, but you don't know where to start. You might be looking for increased equipment lifecycles, controlling user rates, or meeting the new federal fiscal sustainability planning requirements. This session covers the absolute basics of asset management. Let's take the first step together.
S17	<b>Funding for Drinking Water</b> Karen Klocke, Department of Health	Overview of the 2017-2018 Drinking Water State Revolving Fund (DWSRF) funding cycle.
S18	<b>Cyber Threats in Washington State - Protect Your Data</b> David Morris, Washington State Office of Cyber Security	The discussion starts with data pulled from State of Washington governmental networks and explains the latest cyber security trends, threats, and issues. Understand your risks, learn about programs available to assist you, and identify methods to protect your data in today's networked world.
S19	<b>Energy Efficiency &amp; Solar Grants</b> Pat Gibbon, Tom Stilz, Department of Commerce	The Energy Efficiency & Solar Grant program offers grants for a variety of solar energy and energy conservation projects. Hear about the program guidelines, the on-line application process, and have all of your questions answered. In addition, learn about Local Government's successful energy efficiency and solar projects, energy and dollar savings achieved, and lessons learned.

# Session Descriptions

S20	<b>Community Economic Revitalization Board (CERB) Program &amp; Projects</b> Janea Delk, Community Economic Revitalization Board (CERB)	CERB is focused on economic development through job creation in partnership with local governments. The Board finances public infrastructure improvements that encourage new private business development and expansion. This session will be a interactive discussion about CERB programs, process, and highlighted projects.
<b>Wednesday 10:50 - 11:45 a.m.</b>		
S21	<b>Sewer Rates and the Value of Water</b> David Dunn, Eliza Keeley-Arnold, Department of Ecology	<p>Ecology has completed a statewide survey of sewer rates. Curious what other folks are paying for wastewater? (More than they did 10 years ago).</p> <p>We know water and sewer rates are increasing. How can we communicate this to customers and help them understand the amazing value they receive from their utility.</p>
S22	<b>How to Apply for DWSRF Funding (on-line application)</b> Karen Klocke, Sara Herrera, Department of Health	Department of Health has a new on-line application for the 2017 DWSRF program. Learn about WALT (Washington Loan Tracking), the application, and get your questions answered. Hands-on application assistance is available at the conference.
S23	<b>State Grants for Nonprofits</b> Michael Kendall, Department of Commerce	Washington State offers competitive grants for nonprofit organizations who often partner with local governments to help fund construction of their community facilities. Eligible projects include community service centers, indoor youth athletic facilities, and arts-related buildings. The next round of grants will become available in the Spring of 2018. Please come and join us to learn more!
S24	<b>Funding repairs of septic systems through a public-private partnership</b> Rebecca Brown, Department of Ecology Lynn Schneider, King County Desiree Sideroff, Craft 3	Under a partnership between local governments, state departments of Ecology and Health, and non-profit lender Craft3, homeowners have access to an affordable "Clean Water Loan" to repair or replace their failing septic systems. The loan was specifically built to help homeowners in crisis without other financing options. This presentation will discuss the formation of this partnership, the successes and challenges, and the program direction.
S25	<b>"Clean-up on Aisle 7"</b> Connie Rivera, Department of Commerce Deborah Burgess, Environmental Protection Agency Margo Thompson, Richelle Perez, Department of Ecology	<p>Reclaiming Community Assets: Tools, Tactics and Resources for Land Revitalization.</p> <p>Do you have an infrastructure project that requires clean-up of property to remove hazardous or petroleum contamination? Sit down with the Brownfields "One Stop Shop" (Commerce, EPA and Ecology) and learn how we can work with you to address your needs.</p>



# Session Descriptions

Wednesday 1:35 - 2:30 p.m.		
S26	<b>Asset Management Implementation</b> Darrell Burk, Jeramy Wilcox, Port of Camas-Washougal	Learn about one small municipality's experience implementing an asset management program. Our real life example shows the benefits and challenges of getting staff on board, implementing the first steps, and how to keep the program alive and thriving.
S27	<b>USDA Rural Development Program Overview</b> Peter McMillin, Janice Roderick, USDA Rural Development	USDA Rural Development has over 40 financial assistance programs that can assist rural communities. These include water, wastewater, community facilities, housing, business lending, electric, broadband and telecommunications. Come see how your community might benefit from these programs.
S28	<b>WSDOT Active Transportation and Local Programs</b> Charlotte Claybrooke, Paul Mahre, Department of Transportation	This session provides information about a wide variety of transportation funding programs. Active transportation programs include the Pedestrian and Bicycle Program and Safe Routes to School. Local funding programs include the City Safety Program, County Safety Program, Railway-Highway Crossings Program, National Highway System Asset Management Program, Bridge Program and Multi-use Roadway Safety Program. Learn about the timelines and requirements for each of these programs.
S29	<b>Application and Environmental Review for Water Quality Funding</b> Daniel Thompson, Liz Ellis, Department of Ecology	This session provides an overview of Ecology's Combined Funding Program. The program provides loans and grants for water quality improvement projects across the state. The session includes information on funding sources, eligible projects, funding levels, and environmental review requirements. The presentation discusses changes to the program resulting from our recent rulemaking.
S30	<b>Cultivating Resilient Communities</b> Ben Thompson, Department of Natural Resources	Community trees and green spaces provide tremendous benefits. Negative impacts on these public assets have consequences for the safety, health and welfare of communities. This presentation will cover management strategies for communities to reduce, respond to, and recover from tree-related damages during storms or other landscape-scale events. It will also explore how community-wide stewardship of natural resources can promote a broader sense of environmental, economic and social resilience.
Wednesday 2:50 - 3:45 p.m.		
S31	<b>Asset Management (2 hours)</b> Heather Cannon, Rural Community Assistance Corporation (RCAC)	Asset Management is a systematic approach to procuring, maintaining, and replacing infrastructure assets to obtain the lowest life cycle cost. The session defines asset management, explains the benefits of an asset management program, and identifies steps you can take to implement your asset management program.



# Session Descriptions

S32	<b>USDA Rural Development Engineering and Loan Process for Water/Wastewater</b> Rick Rose, Dave Dunnell, Janice Roderick, USDA Rural Development	Are you submitting an application to USDA Rural Development for a water or wastewater project? This session covers the requirements for engineering and loan processing. It also discusses the new electronic application called "RD Apply".
S33	<b>Community Development Block Grant (CDBG) - Funding your Future</b> Kaaren Roe, Department of Commerce	CDBG is a HUD-funded program for local governments and tribes to assist with a wide range of construction, housing, economic development, planning and public service activities to benefit lower income persons. This session provides an overview of the state, urban community and tribal CDBG programs. Learn how to apply for the state's rural community CDBG program.
S34	<b>Indian Health Service (IHS) Sanitation Facilities Construction Program</b> Mathew Martinson, James Earl, Matty Haith, Roger Hargrove, Indian Health Services	The IHS Sanitation Facilities Construction (SFC) program provides water supply, sewage disposal and solid waste disposal facilities for American Indian and Alaska Native homes and communities. Learn about the program, project types, criteria for project funding, eligibility requirements, and project delivery options.
S35	<b>Asset Management in Action</b> <i>PANEL</i> Rhys Roth, Center for Sustainable Infrastructure Jay Krauss, Sammish Plateau Water Jeff Clarke, Alderwater Water and Wastewater District Rick Romero, City of Spokane	Effective asset management can save money and improve efficiency of your infrastructure systems. AM utilizes comprehensive planning to optimize investment in operations, maintenance, and capital facilities. The session will feature three local infrastructure providers at the forefront of implementing asset management in their jurisdictions. Hear how these organizations developed their processes and overcame barriers. Benefit from their "learning experiences".

## Wednesday 4:05 - 5:00 p.m.

S36	<b>USDA Rural Development Community Facility Funding</b> Marti Canatsey, Darla O'Connor, Janice Roderick, USDA Rural Development	Come learn about the Rural Development Community Facility Program that can provide funding for essential facilities such as fire stations, city halls, public safety equipment, and medical facilities. The workshop explains the application process, terms of the funding and provides valuable tips for funding your community project.
S37	<b>American Iron and Steel - Requirements for the SRF Loan</b> Sejal Soni, Environmental Protection Agency Mike Copeland, Department of Health David Dunn, Department of Ecology	Congress added an "American Iron and Steel" requirement for projects funded using SRF loans. Staff from the Environmental Protection Agency, Department of Health, and the Department of Ecology will answer all of your questions about American Iron and Steel, including "What materials have to be domestically produced?" "What documentation do I need?", and "Can I get a waiver from the requirement?"

# Session Descriptions

S38	<b>Sanitary Surveys: Turn a Requirement into an Opportunity</b> Matty Haith, James Earl, Indian Health Services	A Sanitary Survey is an opportunity for planners, engineers, and utility managers to receive unbiased consultation from an outside party about the status of their equipment and water management. Town and tribal leaders can leverage feedback from surveys to improve their operations & maintenance to protect and prolong their infrastructure as well as identify sanitation deficiencies that may require infrastructural improvements to a water system.
S39	<b>Sustaining a Knowledgeable and Qualified Workforce for a New Generation</b> <i>PANEL</i> Jeff Clarke, Alderwood Water and Wastewater District Jay Krauss, Sammish Plateau Water Deni Gray, Department of Health	Today's public works systems require well-qualified and talented individuals who ensure the public receives uninterrupted service at a reasonable cost. Join a panel of utility leaders who share their expertise and techniques for attracting, developing, and retaining qualified personnel to plan, maintain, & build their infrastructure systems. Our panelists will present new tools and emerging ideas that result in not just hiring workers for the moment but developing leaders for a new generation.
<b>Thursday 8:00 - 8:55 a.m.</b>		
S40	<b>Engaging with the State Legislature</b> <i>PANEL</i> David Dunn, Department of Ecology Grant Gilmore, Skillings Connolly, Inc. Scott Hutsell, Public Works Board Daillene Argo, Town of Carbonado	The underpinning to any project is funding. So how do we secure funding? Where does it come from and who is representing our communities? Learn how to approach key members of the legislature and how to communicate your community needs. In this session, our panel members share their experiences and insights about how you can educate your legislators to help secure funds for infrastructure projects.
S41	<b>Setting User Rates to Support Asset Management</b> Dan Bannier, Stevan Palmer, Rural Community Assistance Corporation (RCAC)	An asset management plan can help you determine the revenue requirement for a financially sustainable utility. Learn about rate setting methodologies, their advantages and disadvantages, and how to implement one in your jurisdiction. The session provides examples of how to incorporate replacement of short term assets into your annual budget.
S42	<b>Restoring Infrastructure, Restoring Trust</b> Brian Sayrs, Department of Health	Many communities have costly infrastructure replacement challenges. Public concerns about water quality after the Flint water crisis have intensified those challenges. Customers and the press are more vigilant about what community leaders are doing to protect public health. This session provides practical tips for decision makers, especially elected officials, on how to manage water system assets and prepare for the future while maintaining affordability and improving public trust.

# Session Descriptions

S43	<b>Section 106—Requirement of the National Historic Preservation Act</b> Russell Holter, Department of Archaeology and Historic Preservation	Cultural resources are physical assets such as architecture, artifacts and historic properties. This class discusses the requirements for projects funded or permitted by a federal agency with the potential to affect cultural resources.
<b>Thursday 9:15 - 10:10 a.m.</b>		
S44	<b>What's New With the Public Works Board?!?!</b> Scott Hutsell, Cecilia Gardner, Public Works Board Mark Barkley, Department of Commerce Kristin Bettridge, Department of Health Jeff Nejedly, Department of Ecology	Join us for an informative hour on the changes to the Public Works Board from the 2017 Legislative Session. Learn about updates to its programs and upcoming funding opportunities.
S45	<b>Public Records as Agency Assets - 2017 Amendments to Public Records Laws</b> Nancy Krier, Office of the Attorney General	One of your agency's key assets is its public records. There can be financial liabilities for an agency's failure to produce requested public records. In 2017, the Washington State Legislature enacted several significant amendments to the Public Records Act, requiring additional training, addressing electronic records, and making other changes. The Legislature also amended other records laws, such as adding a requirement that public agencies maintain logs of Public Records Act requests.
S46	<b>Regionalization and Consolidation of Water Systems</b> Karen Klocke, Department of Health Olga Morales, Rural Community Assistance Corporation (RCAC)	An overview of several water systems that regionalized and/or consolidated. Tips and ideas for your community.
S47	<b>Compliance with Governor's Executive Order 05-05</b> Russell Holter, Department of Archaeology and Historic Preservation	Learn how to implement a Governor's Executive Order 05-05 review, what is required to meet the standards, and how these requirements for environmental review work hand-in-hand with SEPA and Section 106.
<b>Thursday 10:20 - 11:30 a.m.</b>		
GS2	General Session: Legislative Review: Looking Back to the Future	Representatives from local government associations will provide insights on infrastructure advances made in the last legislative session, and share their perspectives on what is likely to emerge over the next few years on the state policy and legislative fronts.

# Optional Activities

## S48: Tuesday 6:15 - 9:15 p.m.

### Short Course on Local Planning

Scott Kuhta,  
Department of Commerce  
Julie Norton,  
Ogden Murphy Wallace PLLC

The course (in its 40th year) covers land use history, the Growth Management Act, Open Public Meetings Act and best practices for successful local processes.

## FT1: Wednesday 9:35 - 11:45 a.m.

### FIELD TRIP: City of Wenatchee WWTP Tour #1

Cynthia Wall,  
Department of Ecology

The City of Wenatchee operates a wastewater treatment facility with a 5.5 million gallon per day capacity. The facility features a 1.7 million gallon equalization basin, a unique clarifier design, UV disinfection, and anaerobic biosolids digestion. The treatment plant was upgraded in 2013 to improve odor control and provide architectural enhancements. Join us for a tour of this impressive facility.

## FT2: Wednesday 1:35 - 5:00 p.m.

### FIELD TRIP: Cultural and Historic Resources - Consultation and Preservation Planning

Greg Griffith,  
Department of Archaeology and Historic Preservation

Attend this on-site case study about consulting on cultural resources and historic preservation issues that may intersect with your project planning.

On the tour, we visit historic properties on Chelan-Douglas Land Trust (CDLT) project lands. On-site, we will hear from the CDLT, RCO, and DAHP about challenges, benefits, and best practices to anticipate, plan, and mitigate project impacts on historic properties. Staff from each agency discuss best practices and share their experience.

## FT3: Wednesday 2:50 - 5:00 p.m.

### FIELD TRIP: City of Wenatchee WWTP Tour #2

Cynthia Wall,  
Department of Ecology

The City of Wenatchee operates a wastewater treatment facility with a 5.5 million gallon per day capacity. The facility features a 1.7 million gallon equalization basin, a unique clarifier design, UV disinfection, and anaerobic biosolids digestion. The treatment plant was upgraded in 2013 to improve odor control and provide architectural enhancements. Join us for a tour of this impressive facility.

# Alphabet Soup

AWC	Association of Washington Cities
CDBG	Community Development Block Grant
CERB	Community Economic Revitalization Board
COM	Department of Commerce
DAHP	Department of Archaeology and Historic Preservation
DOH	Department of Health
DWSRF	Drinking Water State Revolving Fund
ECY	Department of Ecology
EPA	Environmental Protection Agency
ERWOW	Evergreen Rural Water of Washington
FEMA	Federal Emergency Management Agency
IHS	Indian Health Services
MRSC	Municipal Research and Services Center
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOAA	National Oceanic and Atmospheric Administration
PWB	Public Works Board
RCAC	Rural Community Assistance Corporation
RD	USDA Rural Development
SEPA	State Environmental Policy Act
SERP	State Environmental Review Process
SRF	State Revolving Fund
TIB	Transportation Improvement Board
WSDOT	Washington State Department of Transportation



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# Continuing Education Unit (CEU)

For the first time ever, IACC is offering a selection of pre-approved training sessions for water and wastewater operators!

Operators are responsible for returning in their completed CEU attendance sheets to the registration desk.

<b>The following sessions have been assigned 0.1 Water (W) CEU</b>
S1: Resiliency: Planning for Water Supply Disruption
S3: Sharing Your Story - Expanding Your Communications
S6: Building Resilience in Critical Infrastructure
S7: What Your Public Works Department Can Learn from Ancient History
S8: Asset Management and the Budget: Your Road to Fiscal Sustainability
S11: Using GIS to Build Smarter Communities in Washington State
S13: Winning with the News Media
S16: Absolute Basics of Asset Management: What is Your First Step?
S18: Cyber Threats to the State of Washington: Protect Your Data
S19: Energy Efficiency & Solar Grants
S26: Asset Management Implementation
S27: USDA Rural Development Program Overview
S32: USDA Rural Development Engineering and Loan Process for Water and Wastewater
S34: Indian Health Service Sanitation Facilities Construction Program
S35: Asset Management in Action
S38: Sanitary Surveys: Turn a Requirement into an Opportunity
S39: Sustaining a Knowledgeable and Qualified Workforce for a New Generation
S40: Engaging with the State Legislature
S41: Setting User Rates to Support Your Asset Management Plan
S42: Restoring Infrastructure, Restoring Trust
S46: Regionalization and Consolidation of Water Systems
<b>The following sessions have been assigned 0.2 Water (W) CEU</b>
S31: Asset Management



# Continuing Education Unit (CEU)

## The following sessions have been assigned 0.1 Wastewater (WW) CEU

S3: Sharing Your Story - Expanding Your Communications

S4: The Language of Wastewater

S6: Building Resilience in Critical Infrastructure

S8: Asset Management and the Budget: Your Road to Fiscal Sustainability

S11: Using GIS to Build Smarter Communities in Washington State

S13: Winning with the News Media

S16: Absolute Basics of Asset Management: What is Your First Step?

S18: Cyber Threats to the State of Washington: Protect Your Data

S19: Energy Efficiency & Solar Grants

S21: Sewer Rates and the Value of Water

S26: Asset Management Implementation

S27: USDA Rural Development Program Overview

S29: Application and Environmental Review for Water Quality Funding

S32: USDA Rural Development Engineering and Loan Process for Water and Wastewater

S34: Indian Health Service Sanitation Facilities Construction Program

S35: Asset Management in Action

S38: Sanitary Surveys: Turn a Requirement into an Opportunity

S39: Sustaining a Knowledgeable and Qualified Workforce for a New Generation

S40: Engaging with the State Legislature

S41: Setting User Rates to Support Your Asset Management Plan

S42: Restoring Infrastructure, Restoring Trust

FT1: Optional Field Trip: City of Wenatchee WWTP Tour

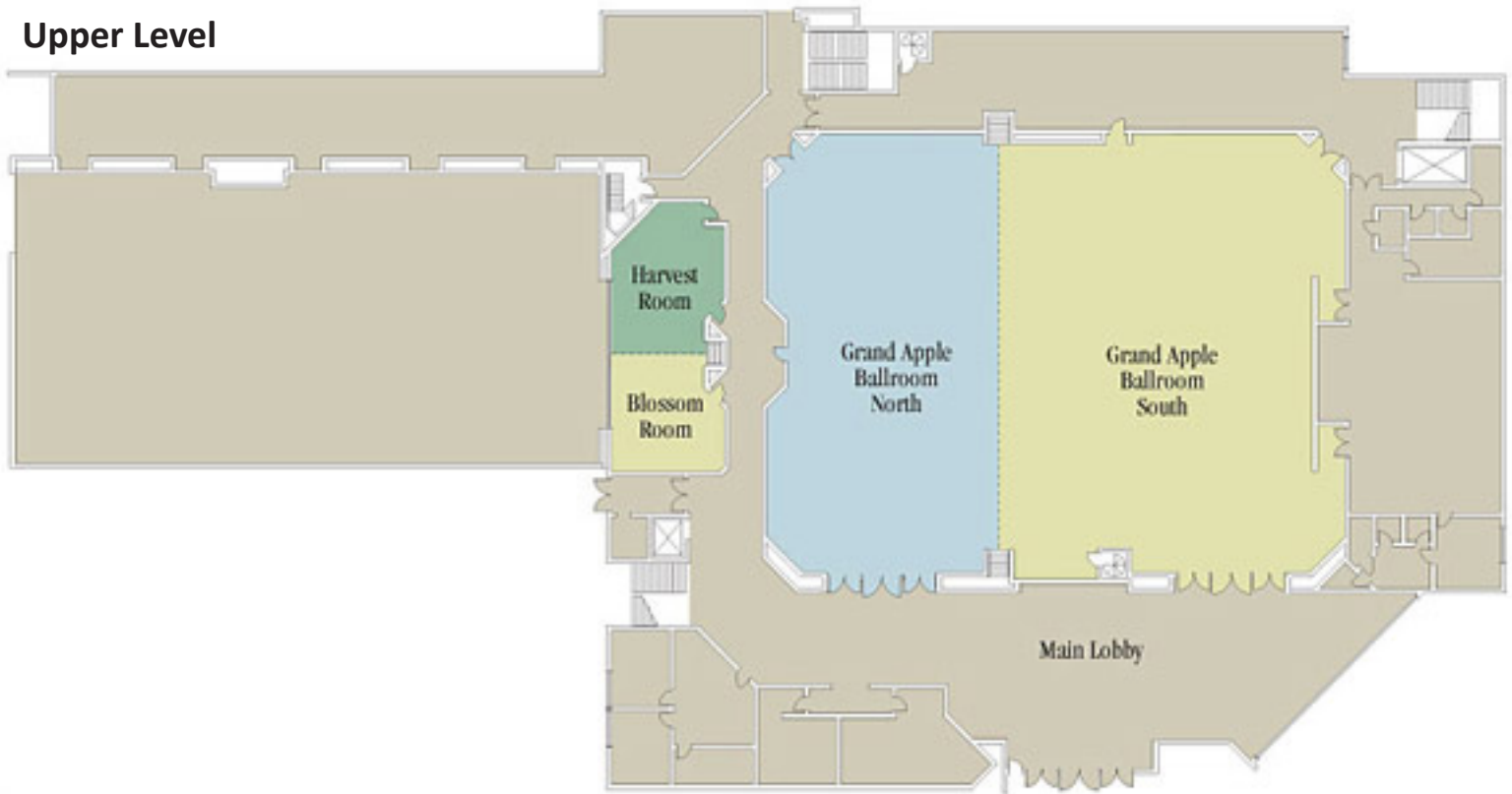
FT3: Optional Field Trip: City of Wenatchee WWTP Tour

## The following sessions have been assigned 0.2 Wastewater (WW) CEU

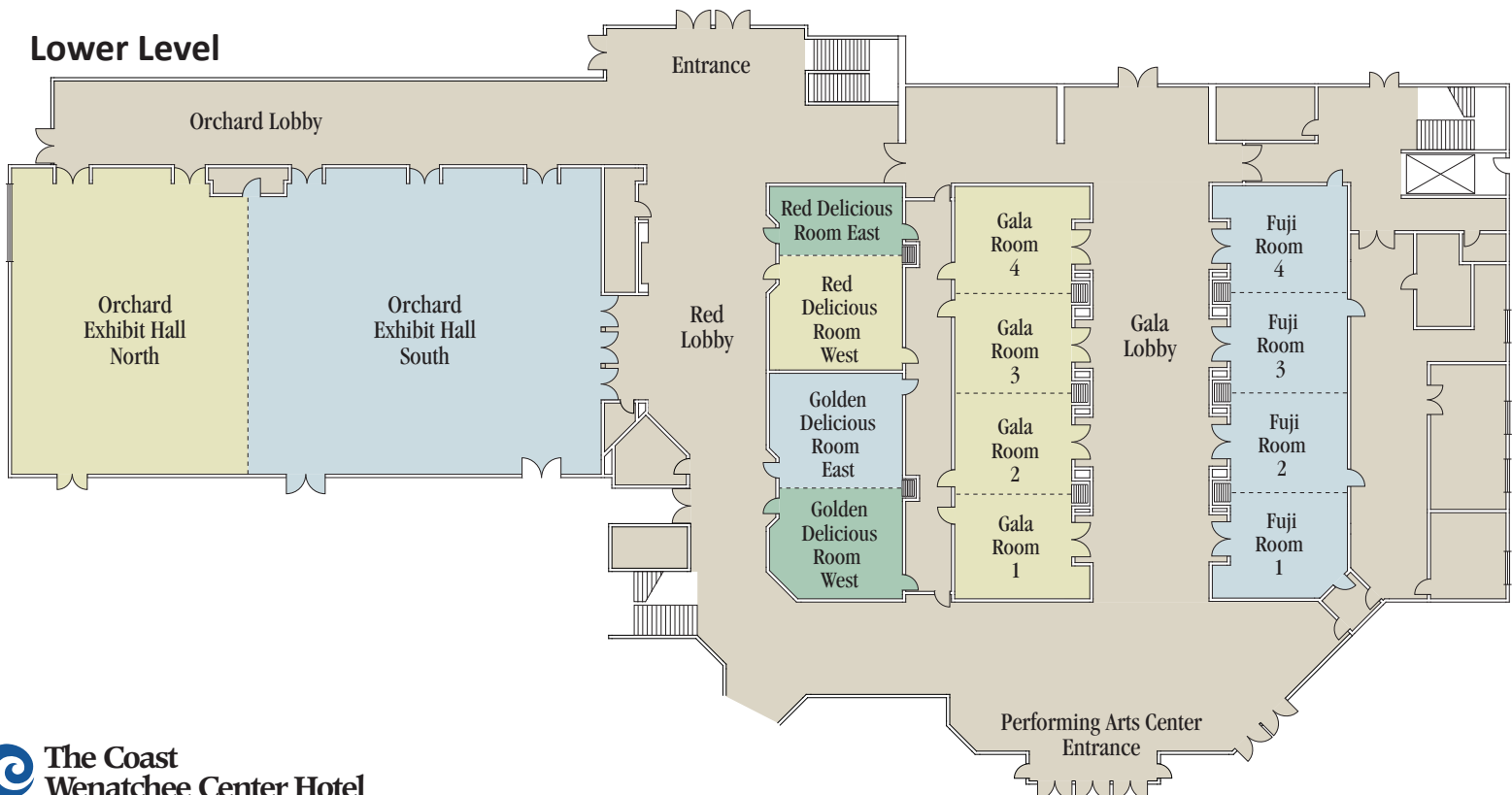
S31: Asset Management

# Conference Center Maps

## Upper Level



## Lower Level



# Exhibitors

AAKAVS Consulting

Anderson Perry & Associates, Inc.

Apollo Solutions Group

Association of Washington Cities RMSA

Belsby Engineering

Century West Engineering Corporation

Epic Land Solutions, Inc.

Evergreen Rural Water of Washington

FLO Analytics

Gordon Thomas Honeywell Governmental Affairs

Gray & Osborne, Inc.

KPG

Morrison Maierle

Municipal Research and Services Center

Otak, Inc.

PACE Engineers, Inc.

Rural Community Assistance Corporation

Skillings Connolly Inc

TD&H Engineering

Transportation Solutions, Inc.

University of Washington

USDA Rural Development

Varela & Associates, Inc.

Washington State Department of Commerce

Washington State  
Community Economic Revitalization Board

Washington State Department of Ecology

Washington State Department of Health

Washington State Department of Transportation

Washington State Housing Finance Commission

Washington State Public Works Board

Washington State  
Transportation Improvement Board

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## **“A Special Thanks”**

*to the following for their contributions in  
sponsoring this conference.*

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Anderson Perry & Associates, Inc.

Association of Washington Cities

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KPG

Plateau Archaeological Investigation, LLC

TD & H Engineering

Varela & Associates, Inc.

# A SHORTCOURSE



Department of Commerce

ON LOCAL PLANNING

## A Short Course on Local Planning

Tuesday, October 24, 2017, 6:15 – 9:15 p.m.

At the 2017 IACC Conference, Wenatchee Conference Center

121 N. Wenatchee Avenue, Wenatchee WA 98801

Hosted by the City of Wenatchee and the Infrastructure Assistance Coordinating Council (IACC)

### Agenda:

- 6:15– 6:30 WELCOME AND INTRODUCTIONS.....Commerce**
- 6:30 – 7:00 THE LEGAL BASIS OF PLANNING IN WASHINGTON..... Julie Norton, Attorney at Law**  
The statutory basis of planning in Washington State, and early planning statutes.  
Constitutional issues in land use planning.
- 7:00 - 7:30 COMPREHENSIVE PLANNING BASICS.....Valerie Smith, Planner**  
An overview of Growth Management Act requirements for local planning. Ideas and  
tools for implementing and updating the comprehensive plan.
- 7:30 – 7:40 BREAK**
- 7:40 – 8:10 ROLES AND RESPONSIBILITIES..... Scott Kuhta, Planner**  
Roles and responsibilities in the planning process. Legislative vs quasi-judicial decisions,  
tips for encouraging public involvement, best practices for effective meetings.
- 8:10- 8:50 OPEN GOVERNMENT LAWS .....Julie Norton, Attorney at Law**  
Open Public Meetings Act (OPMA) and Introduction to the Public Records Act (PRA). This  
training meets the requirements of RCW 42.30.205 requiring every member of a governing  
body to take OPMA training within 90 days of taking an official role, and every four years  
thereafter, as long as they remain in that role. Attendees will receive a certificate of  
training.
- 8:50-9:15 QUESTIONS AND ANSWERS.....All**



Planning Association  
of Washington



American Planning Association  
Washington Chapter



**HOSTS:** Infrastructure Assistance Coordinating Council (IACC) [www.infracore.org](http://www.infracore.org)

**Glen A. DeVries, AICP, Planning Manager, City of Wenatchee**  
[Gdevries@wenatchee.wa.gov](mailto:Gdevries@wenatchee.wa.gov) 509-888-3252

**MODERATOR:** **Scott Kuhta, Senior Planner, Growth Management Services**  
Washington State Department of Commerce  
[scott.kuhta@commerce.wa.gov](mailto:scott.kuhta@commerce.wa.gov) (509) 795-6884

**PRESENTERS:** **Julie K. Norton, Attorney, Ogden Murphy Wallace P.L.L.C.**  
One Fifth Street, Suite 200, Wenatchee, WA 98801  
[jnorton@omwlaw.com](mailto:jnorton@omwlaw.com) Phone: 509.662.1954

**Valerie Smith, Senior Planner, Washington State Department of Commerce**  
[Valerie.smith@commerce.wa.gov](mailto:Valerie.smith@commerce.wa.gov) 360 725-3062

#### **ADDITIONAL TRAINING AND EDUCATIONAL OPPORTUNITIES IN WASHINGTON**

**Department of Commerce, Growth Management Services** <http://www.commerce.wa.gov/serving-communities/growth-management/>. See the Short Course Manual and Videos under the “Short Course on Local Planning” Key Topic.

**Municipal Research and Services Center of Washington** at [www.mrsc.org](http://www.mrsc.org): See [A Planner’s Pocket Reference](#) at [www.mrsc.org/subjects/planning/PocketRef.aspx](http://www.mrsc.org/subjects/planning/PocketRef.aspx), which includes glossaries, web links for land use, environment, housing, census, economics, transportation, technical tools, model codes, and land use law.

**Washington State Office of the Attorney General** Trainings on Open Government, Open Public Meetings Act and Public Records Act training at [www.atg.wa.gov/OpenGovernmentTraining.aspx](http://www.atg.wa.gov/OpenGovernmentTraining.aspx)

#### **OUR SHORT COURSE PARTNERS**

**Planning Association of Washington (PAW)** is a statewide, grass-roots, non-profit incorporated in 1963, with the mission to “provide unbiased practical planning education to the citizens of Washington State”. PAW created the Short Course on Local Planning and is a Founding Partner. [www.planningpaw.org](http://www.planningpaw.org) **Partner since 1980.**

**The Washington Cities Insurance Authority (WCIA)** is a liability insurance risk pool which supports member risk management through education. WCIA encourages their members to attend the Short Course on Local Planning because it is recognized as a tool for reducing land-use liability. [www.wciapool.org/](http://www.wciapool.org/) **Partner since 2009.**

**Washington Chapter of the American Planning Association (WA-APA)** [www.washington-apa.org/](http://www.washington-apa.org/) **Partner since 2014.**

**Association of Washington Cities (AWC)** and the **Risk Management Services Agency (RMSA)** [www.awcnet.org/](http://www.awcnet.org/) and [www.awcnet.org/PropertyLiability.aspx](http://www.awcnet.org/PropertyLiability.aspx) See **GMA Comp Plan Conversation Starter** videos . [www.awcnet.org/ResourcesResearch/GMACompPlanConversationStarters.aspx](http://www.awcnet.org/ResourcesResearch/GMACompPlanConversationStarters.aspx) **Partner since 2015.**

A Short Course on Local Planning: Training citizen planners since 1977  
[www.commerce.wa.gov/serving-communities/growth-management/](http://www.commerce.wa.gov/serving-communities/growth-management/) 360.725.3064

# Notes

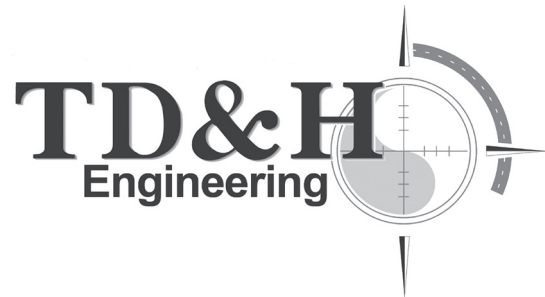


# Notes

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