



Infrastructure Assistance Coordinating Council

# 2010 Conference

## Preparing for Tomorrow's Opportunities!

October 20-22, 2010

Wednesday - Friday

Wenatchee Convention Center

Dear Colleagues:

This year's theme is "Preparing for Tomorrow's Opportunities". All of our communities have been affected by the changes in the economy the last few years. The question is how is your community handling the changes and preparing for tomorrow?

IACC took on the task this year to help you answer that question, from developing an idea that will be included in a comprehensive plan to the ribbon cutting ceremony.

We reviewed what one might need in their tool kit to help them prepare for the opportunities of tomorrow, the following tools were included:

- Planning, Funding Opportunities for Planning;
- Project Development, Tech Teams, Managing Consultants;
- Funding Opportunities, Grant Writing, Lessons Learned from Successful Applicants; and
- Funding Success, Funding Requirements (Historical, Cultural, and Environmental Reviews, etc.)

I hope that you will be able join us in Wenatchee this year and have some good strategy sessions with your funding partners, financial advisors and community investors to get the type of assistance you need for your next project.

"Success always comes when preparation meets opportunity"  
~ Henry Hartman

Janea Eddy  
Conference Coordinator

IACC  
PO Box 42525  
Olympia, WA 98504-2525

Phone: 360-725-3006  
Fax: 360-586-4162  
[www.infracfunding.wa.gov](http://www.infracfunding.wa.gov)  
Register at:  
[www.awcnet.org/iacc](http://www.awcnet.org/iacc)

## Second Annual IACC Awards

Nominations are being sought for the second annual Infrastructure Assistance Coordinating Council (IACC) Awards. The IACC is seeking nominations for outstanding achievement in Public Works Projects throughout the State. The IACC Awards will be presented at awards luncheon during the IACC Conference in Wenatchee on Thursday, October 21st. **Nominations are due Thursday, September 30th.**

The purpose of the IACC Awards is to acknowledge outstanding achievement by IACC members, local governments and individuals whose efforts best showcase the mission of the IACC. Nominees should clearly demonstrate a commitment to communities, the infrastructure that make communities livable, creative problem solving, or demonstrate a lifetime of success in these areas.

Nominations can be made in one of the following categories:

- Best community impact project;
- Best transportation project;
- Best solid- or wastewater project;
- Best drinking water project;
- Best local capital facilities project;
- Best use of creative solutions; and
- The coveted Joe Mitschelen Lifetime Achievement award for public service.

The nominees will be evaluated based upon how well local communities were involved in the project nominated; net benefit to the communities served; a clear pattern of sustainable community development and a creative use of funding and cost savings.

Your IACC Conference registration materials will include a voters pamphlet and a ballot for the “2010 People’s Choice Award.”

Last years winners included the Rural Communities Assistance Corporation; the Malaga Water District; the Cities of Blaine, Republic, Twisp, and Wenatchee. The IACC is dedicated to helping communities identify and obtain resources they need to develop, improve and maintain public works programs. Together with IACC, communities are better able to provide the infrastructure necessary to enhance, preserve and protect Washington’s environment and quality of life.

For details on how to nominate individuals or organization for the IACC Awards for Outstanding Public Works Projects please visit [www.infracfunding.wa.gov](http://www.infracfunding.wa.gov). Nominations must be postmarked or submitted to the IACC by **Thursday, September 30, 2010 at 5 p.m.** Nomination forms, instructions and other information about the awards may be obtained by visiting the website or by contacting Russell Holter at 360.586.3533 or [russell.holter@dahp.wa.gov](mailto:russell.holter@dahp.wa.gov).

# Conference Registration

## Conference Registration:

Registrations are due by September 30, 2010. To register, go to [www.awcnet.org/iacc](http://www.awcnet.org/iacc). If you do not have internet access please contact April Petersen at (360) 753-4137.

Credit cards will be accepted, for pre-registration only.

Registrations received prior to the conference, \$175 per person. **Onsite registration will be \$220.** (Credit/Debit Cards will not be accepted onsite).

## Registration includes:

- 2 Continental Breakfasts
- 2 Buffet Lunches
- 2 Beverage/Snack Breaks
- Conference Material
- Access to in-depth project specific technical assistance

Make check or money orders payable to Association of Washington Cities (AWC) and mail to AWC, 1076 Franklin St SE, Olympia, WA 98501-1346.

For registration questions, contact April Petersen at (360) 753-4137 or email at [aprilp@awcnet.org](mailto:aprilp@awcnet.org).

## Refund and Cancellation Policy:

Request for refunds, minus a \$25 processing fee must be received via email by October 11, 2010. No refunds will be made after that date.

## Special Accommodations:

Individuals requiring special accommodations may request written material in alternate format, sign language, interpreters, physical accessibility accommodations, or other reasonable accommodations by contacting Janea Eddy at (360) 725-3006 by September 20, 2010.

## Wenatchee Hotel Information:

Conference participants are responsible for making their own hotel reservations. Rooms have been blocked at the Coast Wenatchee Center Hotel. Call to arrange for your stay and identify yourself as a participant of the IACC Conference to receive the special conference rates.

When: October 20-22, 2010  
Where: Coast Wenatchee Center Hotel  
201 N. Wenatchee Avenue  
Room Rate: \$70 per night  
Reservations: (800) 663-1144 or (509) 662-1234

Other hotels nearby with a rate of around \$70 per night:

Comfort Inn (800) 228-5150 or (509) 662-1700  
Red Lion (800) 733-5466 or (509) 663-0711  
Holiday Inn Express (800) 465-4329 or (509) 663-6355  
LaQuinta Inn & Suites (509) 664-6565

## Scholarships:

A limited number of scholarships will be available to conference attendees based on need, and on a first-come-first-served basis. Scholarships will be for \$100 and are limited to one per organization or community. For more information or to apply for a scholarship, contact Janice Roderick at: (360) 704-7739 or [janice.roderick@wa.usda.gov](mailto:janice.roderick@wa.usda.gov).

Scholarships are sponsored by IACC and Department of Commerce.

## Information and Vendor Tables

There will be many people attending the conference who are looking for technical and financial assistance for infrastructure projects. A limited number of tables are available for \$425 for non-members, and \$275 for members. This includes one table for three days, and one full registration. For more information, or to reserve a table, contact Bill Cole at: (360) 725-3005 or [bill.cole@commerce.wa.gov](mailto:bill.cole@commerce.wa.gov).

## Sponsors

The IACC has been able to maintain a low conference registration fee for local governments with the support of participants like yourself. If you are interested in being a conference sponsor, please contact Bill Cole at: (360) 725-3005.

## Conference Schedule:

**Conference officially starts with lunch at 11:30 on Wednesday, October 20.**

### Wednesday:

Individual Pre-Registered Tech Teams: 7:30 a.m. - 11:00 a.m.  
Lunch: 11:30 a.m. - 12:20 p.m.  
Keynote Speaker: 12:20 p.m. - 1:05 p.m.  
Training Sessions: 1:20 p.m. - 5:00 p.m.

### Thursday:

Training Sessions: 8:00 a.m. - 11:40 a.m.  
Lunch: 11:45 a.m. - 1:00 p.m.  
Program Sessions: 1:00 p.m. - 4:40 p.m.

### Friday:

Program Sessions: 8:00 a.m. - 11:40 a.m.

*A list of acronyms used in this brochure is provided on page 12.*

# Funding Assistance Tech Teams

A panel of staff from a variety of federal and state programs will join you to discuss an infrastructure problem that your community is facing. Their job is to help you frame the problem clearly, explore possible solutions, identify key regulatory planning and financing programs that should be involved, and answer as many questions as possible. We will also have staff available from the Office of Regulatory Assistance to help with any permitting questions, if needed. Tech Teams will be held Wednesday morning, October 20 with the sessions generally taking 90 minutes.

If you are interested in requesting a Tech Team, please contact **Cathi Read by September 27, 2010 at 360-725-3016 or Cathi.Read@Commerce.wa.gov** and she will let you know what project information to submit. Requests will be considered on a first-come, first-served basis.

*Due to the high demand, limited time slots, and limited program staff availability, communities that have not had a Tech Team at recent IACC Conferences will have priority for selection.*

The conference officially starts with lunch on Wednesday, October 20.

## Sessions At A Glance

Afternoon - Wednesday October 20, 2010						
12:20 - 1:05	Keynote Speaker					
1:20 - 2:20	S1 Future of Infrastructure Financing in Washington State (panel)	S2 Ecology Water Combined Funding Program	S3 How to be a Great Commissioner	S4 Brownfield Resources in Washington State	S5 IHS: Tribal Utility Consulting	S6 Regional Approaches to Project Development
2:40 - 3:40		S7 Wastewater and Biosolids Management	S8 Drinking Water Source Protection Basics	S9 CDBG Basics	S10 IHS: Underground Storage Tank Program for Indian Lands	S11 Updates from the Governor's Office of Regulatory Assistance
4:00 - 5:00	S12 Funding Program Updates - What's New This Year?	S13 Clean Watersheds Needs Survey	S14 Steps in Rate Setting for Sewer or Water Utilities	S15 Main Street Program	S16 IHS: Utility Rates by Manpower Study	S17 Urban and Community Forests: Multi-purpose Stormwater Management Tools

Morning - Thursday October 21, 2010						
8:00 - 9:00	S18 Opportunity Knocking: When Infrastructure Happens	S19 Making the Best Use of Existing Resources	S20 What's up with Water?	S21 DAHP: History of Historic Preservation	S22 Government to Government - Tribal- State Relations	S23 Using Consultants 101
9:20 - 10:20	S24 Funding Program Updates - What's New This Year? (REPEAT)	S25 Preparing and administering a project with multiple funders	S26 Water System Planning Update	S27 DAHP: Historic Preservation Grants: Courthouses and Barns		S28 RD Programs an Overview
10:40 - 11:40	S29 Navigating Davis Bacon/ Labor Standards Compliance		S30 What Every Operator Needs to Know about Water System Planning	S31 DAHP: Statewide Archaeological Predictive Modeling	S32 Assisting Tribes with Funding Programs	S33 Elected into Office but Controlled by Conflict

# Sessions At A Glance

## Afternoon - Thursday October 21, 2010

1:00 - 2:00	S34 MSRC: Contracting for Services for Local Governments	S35 Right of Way - Advanced Acquisition and Your Funding	S36 Developing Financial Capacity	S37 DAHP: Project Compliance with State and Federal Cultural Resource Regulations	S38 USDA RD Community Programs Guaranteed Loans	S39 Steps in Rate Setting for Sewer or Water Utilities ( <i>REPEAT</i> )
2:20 - 3:20	S40 MSRC: Change Orders and Your Auditor		S41 Practical Implementation of Water Conservation	S42 Environmental Review Panel	S43 Rural Communities Design Initiative	S44 Engineering and Loan Processing, RD Water and Wastewater
3:40 - 4:40	S45 MRSC is Here to Serve You!	S46 DOT: Keeping the Money - Documenting Payments	S47 DWSRF	S48 State Environmental Review Process (SERP)	S49 Green Infrastructure and Low Impact Development	S50 Accessibility Surveys and ADA Transition Plans

## Morning - Friday October 22, 2010

8:00 - 9:00	S51 CERB Programs	S52 TIB: Small Cities Funding Opportunities	S53 CDBG Basics ( <i>REPEAT</i> )	S54 Short Course on Local Planning	S55 Community Facility Funding	
9:20 - 10:20	S56 Commerce Economic Development Funding other than CERB	S57 TIB: Urban Funding Opportunities	S58 Ecology Funding Application Tune Up		S59 RD Architecture Review	
10:40 - 11:40						

**Sessions**  
**Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.**

S1	<p>Future of Infrastructure Financing in Washington State</p> <p>Panel Moderator: Karen Larkin, Commerce</p>	Panel discussion around future infrastructure funding options.
S2	<p>Ecology Water Combined Funding Program</p> <p>Presenter: Joseph Coppo, Ecology</p>	The workshop will cover various funding programs and provide review of the fiscal year 2012 combined application.
S3	<p>How to be a Great Commissioner</p> <p>Presenter: Skip Rand, RCAC</p>	This training provides an overview of the responsibilities of district commissioners but is generally applicable to any board or council. The presentation will address key laws and rules, Level of Service decisions, what financial viability really means, some basic rate theory and Public Relations steps needed for rate increases.
S4	<p>Brownfield Resources in Washington State</p> <p>Presenter: Blake Nelson, Commerce</p>	The session will describe what a “Brownfield” is, an overview of Brownfields in Washington, the opportunities associated with assessment, cleanup, and beneficial reuse of a Brownfield, a case study of a Brownfield in (most likely rural) Washington, and a description of funding sources available for the different steps of a Brownfields cleanup.
S5	<p>IHS: Tribal Utility Consulting</p> <p>Presenter: Steven Anderson P.E., IHS</p>	The elements of the operations and maintenance program with NW Tribes. Technical assistance and education is the focus of the program. The program includes drinking water systems, wastewater systems, and underground storage tanks and injection control facilities. A model Master Utility Plan will be presented.
S6	<p>Regional Approaches to Project Development</p> <p>Presenter: Paul Johnson, USDA RD</p>	Funding agencies increasingly are encouraging communities to associate their projects with regional efforts. This session will discuss the pros and cons of such an approach and will provide useful tips and tools for a community which is interested in following this approach to seeking funding or technical assistance.
S7	<p>Wastewater and Biosolids Management</p> <p>Presenter: Martyn Quinn, Ecology</p>	Discussion on wastewater and biosolids management and regulations, with question and answer session.
S8	<p>Drinking Water Source Protection Basis</p> <p>Presenter: Heather Cannon, Health</p>	An introduction to the concept of source water protection, including what is important, involved, how it’s linked to wellhead protection, and financial capacity benefits. The session will also provide information, tools and resources for how to develop and implement a source water protection program as part of water system planning efforts. Success stories will be highlighted to show how this effort can be an integral part of water system management.
S9	<p>CDBG Basics</p> <p>Presenter: CDBG Staff</p>	Washington State’s Community Development Block Grant program can help fund a variety of projects benefitting low and moderate income communities. Learn what types of projects are eligible and how to apply.
S10	<p>IHS: Underground Storage Tank Program for Indian Lands</p> <p>Presenter: Phillip Nenninger, IHS District Utility Consultant</p>	Discussion on the underground storage tank program with NW Tribes. Technical assistance and education is the primary focus of the program and this presentation.

## Sessions

**Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.**

S11	Updates from the Governor’s Office of Regulatory Assistance  Presenters: Michele Vazquez, ORA Zelma Zieman, ORA	The Governor’s Office of Regulatory Assistance (ORA) helps local agencies and private citizens find the information they need to navigate environmental permitting processes. ORA’s Information Center answers questions, researches topics, and provides agency contacts. ORA’s Regional Leads coordinate and facilitate pre-application meetings with local, state, and federal agencies for projects with complex or difficult permit issues. At this presentation, ORA will provide an update on a number of issues. Topics may include updates on the state initiatives of One Front Door, Natural Resource Agency Reform and Green Shorelines, examples of local government assistance activities, and suggestions as to how ORA can support job development in your jurisdiction.
S12	Funding Program Updates - What’s New This Year?  Panel Moderator: Cathi Read, Commerce	Already familiar with most of the funding programs and just want to learn about changes for this year? This session will focus on new policies, requirements, and areas of focus for the programs, not on overall program information.
S13	Clean Watersheds Needs Survey  Presenter: David Dunn, Ecology	The Clean Watershed Needs Survey (CWNS) is a comprehensive survey of the infrastructure needs for wastewater and stormwater projects across the country. Ecology staff will discuss the survey’s background, past results, and what you can do to make sure your communities projects are represented on the survey.
S14	Steps in Rate Setting for Sewer or Water Utilities  Presenter: Skip Rand, RCAC	The necessary steps to conduct a “rate study” will be explained and examples shown. Budget considerations, equipment replacement, planning for capital projects and basic rate theory will be addressed. A free spreadsheet will be introduced and the value of future budget projections will be emphasized.
S15	Main Street Program (Washington State)  Presenter: Chris Moore, DAHP	The Washington Trust for Historic Preservation, a statewide nonprofit advocacy group, administers the state’s Main Street Program. The session will work to familiarize participants with the Main Street Approach used in communities throughout Washington to encourage downtown revitalization. Through Organization, Promotion, Design and Economic Restructuring, Main Street communities work to enhance downtown areas by leveraging local assets. Participants will learn about the Main Street Approach along with tax incentives to help fund local programs.
S16	IHS: Utility Rates by Manpower Study  Presenter: IHS District Utility Consultant	IHS will present manpower study elements and how it is the basis for setting sustainable utility rates.
S17	Urban and Community Forests: Multi-purpose Stormwater Management Tools  Presenter: Micki McNaughton, Ecology Elizabeth Walker, Ecology	A discussion of the role of healthy urban and community forests in helping communities meet their stormwater management and water quality goals, to include the latest research findings, State and EPA guidelines for stormwater management and permitting, and technical guidance for incorporating green infrastructure planning into a community’s long-term service and sustainability goals.
S18	Opportunity Knocking: When Infrastructure Happens  Panel Moderator: Dr. Maury Forman, Commerce	OK—you’ve finally solved your community’s most critical infrastructure needs – a sewer system that is meeting community needs, a water system that provides safe, clean drinking water, roads that can transport people and goods across town. What next? Take a break from pondering your most critical infrastructure need, and consider what economic opportunities adequate infrastructure systems can bring to your community.

**Sessions**

**Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.**

S19	Making the Best Use of Existing Resources  Presenters: Brandon Hausemann, Wilson Engineering	A presentation about how Wilson Engineering, Inc. worked with the Town of Mattawa's existing treatment plant to provide treatment upgrades at an affordable price.
S20	What's Up With Water?  Presenters: Victoria Leuba, Ecology Christine Collins, Health	Three brief presentations on: changes in water law, helping small communities with limited funding manage expensive treatment plant upgrades, and preparing for drinking water infrastructure improvements through effective rate structures.
S21	DAHP: History of Historic Preservation  Presenter: Russell Holter, DAHP	Laws, regulations and ordinances...how did we get here? And what important sites were jeopardized as a result of short-sighted plans for "improvements"? A fascinating look at how history and historic preservation have collided to create the regulatory framework by which federal, state and local governments must abide.
S22	Government to Government - Tribal- State Relations  Presenter: Doug North, DSHS Office of Indian Policy	Learn about the legal and political relationships between the three sovereigns. Why there are differences; how to recognize tribal issues; what actions to take; and who should handle the issue. Also any questions about contracting with tribal governments and communication can be addressed; as well as any participant questions.
S23	Using Consultants 101  Presenter: David Dunn, Ecology	Most public works projects will require the involvement of consulting engineers. This session will cover the process for hiring consultants (both state rules and best practices), and managing the consulting relationship to make your project a success.
S24	Funding Program Updates - What's New This Year?  Panel Moderator, Cathi Read, Commerce <i>(REPEAT)</i>	Already familiar with most of the funding programs and just want to learn about changes for this year? This session will focus on new policies, requirements, and areas of focus for the programs, not on overall program information.
S25	Preparing and administering a project with multiple funders  Panel Moderator: Terry Dale, Commerce	Two or three municipal public works and financial staff present a detailed look at how to manage a construction project with multiple funds from start to finish. Also to include one or two state project managers to discuss their financial and reporting needs.
S26	Water System Planning Update  Presenters: Christine Collins, DOH Heather Cannon, DOH	Overview of what Health's regional planners and engineers need to have submitted in Water System Plan (WSP) for approval. For systems that are submitting construction projects and/or are requesting DWSRF loans, the WSP must be submitted and approved prior to construction or loan approval.
S27	DAHP: Historic Preservation Grants: Courthouses and Barns  Presenter: Chris Moore, DAHP	The Department of Archaeology & Historic Preservation offers matching grants for the rehabilitation of historic county courthouses and for the stabilization and rehabilitation of historic barns and associated agricultural buildings. The session will focus on eligibility, the application process, award criteria, and a review of projects completed to date. Through before and after images, illustration of past projects will highlight implementation of the Secretary of the Interior's Standards for the Treatment of Historic Properties along with strategies for leveraging matching funds.

**Sessions**  
**Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.**

S28	RD Programs An Overview  Presenter: Bruce Whittle, USDA RD	Learn more about the 40 plus programs that USDA Rural Development offers.
S29	Navigating Davis Bacon/ Labor Standards Compliance  Presenter: Commerce CAU Staff	Road map to complying with Davis Bacon/Labor Standards on construction projects with federal funding. Starting with the bid process and taking the scenic route to determining the correct wage and fringe rates, what to look for on certified payrolls, and conducting employee interviews.
S30	What Every Operator Needs to Know about Water System Planning  Presenter: Karen Klocke, Health	Overview of what system operators need to know about water system planning, and how they can help their water systems in future planning.
S31	DAHP: Statewide Archaeological Predictive Modeling  Presenter: Russell Holter, DAHP	Modern technology and sophisticated mathematics are used to demonstrate the probability of finding archaeological sites in your development areas. Now that the entire state has been mapped state and local government officials should learn how this new tool can aide their planning process.
S32	Assisting Tribes with Funding Programs  Presenters: USDA RD Staff IHS Staff	Rural Development and Indian Health Services work together to bring Tribal projects to the funding stage. Attend this session to learn about how these agencies assist Tribes, and the importance of building relationships.
S33	Elected into Office but Controlled by Conflict  Presesnter: Andy O'Neill, RCAC	Many boards and commissioners are currently working in dysfunctional environments. These inhibited settings can be attributed to the frustration caused by a lack of personal knowledge and/or experience in running a water or wastewater system. Internal conflicts between elected officials and those posed externally, such as concerned citizens, can negatively serve the entire community. Community leaders need to have the ability to recognize conflict and know how to leverage it to produce positive results that benefit the entire community. Topics to be covered include: Negotiating strategies that lead to joint problem solving; Handling strong emotions during meetings; Setting priorities; and Servant Leadership. Conflict, when managed intelligently can result in stronger relationships and more creative ideas. Those in attendance will acquire the life skills and tools needed to recognize and manage conflict effectively.
S34	MSRC: Contracting for Services for Local Governments  Presenter: John Carpita, MSRC	Except for A/E services under Chapter 39.80 RCW, local governments in Washington State have few restrictions on contracting for services. However there is a need for guidelines, which MRSC has developed. This session will provide suggested definitions for purchased, personal, non-A/E professional services and A/E professional services and suggested guidelines for appropriate selection criteria and procedures.
S35	Right of Way - Advanced Acquisition and Your Funding  Presenter: Galen Wright, WSDOT	Pitfalls in acquiring right of way prior to environmental clearance. Discussion of changes to Chapter 25 of the LAG Manual. Lessons learned from recent problem projects.
S36	Developing Financial Capacity  Presenter: Jennifer Kropack, Health	Explain the total cost of water systems through an infrastructure inventory exercise and a prioritization exercise to deliver asset management principles. Summary of the budget making process. Funding a budget through rates and assessments. Tips for how to sell a budget. The importance of good business practices.

Sessions

Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.

S37	<p>DAHP: Project Compliance with State and Federal Cultural Resource Regulations</p> <p>Presenter: Russell Holter, DAHP</p>	<p>Professionals with projects funded or permitted by a Federal agency which have the potential to affect cultural resources should take this class either as orientation or as a refresher. Learn how to implement a GEO 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.</p>
S38	<p>USDA RD Community Programs Guaranteed Loans</p> <p>Presenter: Debbie Harper, USDA RD</p>	<p>An overview of successful projects financed with this federal program which partners with commercial lenders.</p>
S39	<p>Steps in Rate Setting for Sewer or Water Utilities</p> <p>Presenter: Skip Rand, RCAC (REPEAT)</p>	<p>The necessary steps to conduct a “rate study” will be explained and examples shown. Budget considerations, equipment replacement, planning for capital projects and basic rate theory will be addressed. A free spreadsheet will be introduced and the value of future budget projections will be emphasized.</p>
S40	<p>MSRC: Change Orders and Your Auditor</p> <p>Presenter: John Carpita, MSRC</p>	<p>Agencies dislike SAO audit findings, even if offered as constructive criticism, as it triggers unwanted and, sometimes unwarranted, scrutiny and criticism of the agency’s project management practices. Despite the tired old jokes about government work, agencies do want to deliver well-designed public work projects on time and under budget. In a perfect world, there would be no change orders, no contractor claims – and no audit findings. The intent of this session is to bridge the seemingly bottomless chasm between auditors and agency project managers by looking at several SAO audit findings relating to change orders [No, the names have not been changed to protect the guilty] and to suggest ways that agencies can change their contract documents to (hopefully) avoid change order audit findings.</p>
S41	<p>Practical Implementation of Water Conservation</p> <p>Presenter: Dan Banner, RCAC</p>	<p>Water conservation is one of the basic components to operating a sustainable utility. Population growth, increased demand, decreasing revenues and state regulatory requirements each have impacts on effective water conservation. Understand a practical hands-on approach that covers water audits, demand forecasting, rate structure classifications, incentive programs, state rules and commonly implemented conservation techniques.</p>
S42	<p>Environmental Review</p> <p>Panel Moderator: Janice Roderick, USDA RD</p>	<p>Current review, new information, and hot topics</p>
S43	<p>Rural Communities Design Initiative</p> <p>Presenters: Janetta McCoy, Ph.D., WSU Kathleen Ryan, M.A., WSU</p>	<p>This session reviews a proposed new program of university/community collaboration focusing on the revitalization of rural communities with a population of less than 2000. Working primarily on community structures in the downtown districts, community members and advanced design students engage with the community and participate in a series of pre-design, collaborative activities to identify needs and themes important to each community. Informed by and connected to the community, students use their unique design skills to demonstrate how the structure (a building, a park, a streetscape, or any combination of constructed environments), could be repurposed and renovated to support economic development, sustainability, and social networking, as well as satisfying the community’s aesthetic and functional requirements. One - two years of follow up support insures the project implementation.</p>

Sessions

Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.

S44	Engineering and Loan Processing, RD Water and Wastewater  Presenters: Dave Dunnell, USDA RD Gene Dobry, USDA RD Rick Rose, USDA RD	Want to submit an application to Rural Development? This session covers the basics on engineering, underwriting and loan processing criteria that Rural Development will require.
S45	MRSC is Here to Serve You!  Presenter: Rich Yukubousky, MSRC	The Municipal Research and Services Center of Washington (MRSC) provides varied and valuable services to local governments in Washington State. In this session, Rich Yukubousky, Executive Director, will describe these services and how they can help your agency serve your constituency better. MRSC is also implementing on-line training, social media use and other ways to better serve you.
S46	WSDOT: Keeping the Money - Documenting Payments  Presenter: Ruth McIntyre, WSDOT	This session will cover the documentation package requirements to remain eligible for reimbursement on your federal aid projects. Handouts will be provided with a list of construction documentation requirements for federally funded projects, websites for eLearning opportunities for local agency staff, where to get help, and examples of the most common “things gone wrong” during recent project reviews.
S47	Drinking Water State Revolving Fund (DWSRF)  Presenter: Karen Klocke, Health	Overview of Drinking Water’s State Revolving Fund. Will explain what is needed for application approval; explain how to avoid some of the common mistakes when submitting the application, and the new requirements for the 2011 application.
S48	State Environmental Review Process (SERP)  Presenter: David Dunn, Ecology	All projects seeking funding through Ecology programs must comply with the State Environmental Review Process (SERP). SERP is a review similar to SEPA or NEPA. This session will discuss the process and explain the steps a community must take to apply for funding from Ecology.
S49	Green Infrastructure and Low Impact Development  Presenter: Doug Peters, Commerce	Overview of options available to use low impact development methods and green infrastructure to reduce drainage and flooding problems and costs, increase recreational opportunities in green spaces, and maintain wildlife habitat in and near urban growth areas. Might include a project review checklist to assess local options and limits for determining feasibility of Low Impact Development methods.
S50	Accessibility Surveys and ADA Transition Plans  Presenter: Paula Reeves, WSDOT	Join this session to learn more about conducting accessibility surveys and meeting requirements for ADA Transition Planning. Specifically, the session will cover common challenges, offer tips to maximize limited resources, and provide good examples.
S51	CERB Programs  Presenter: Matthew Ojennus, CERB	An overview of the core Community Economic Revitalization Board program and other funding opportunities that the Board is pursuing.
S52	TIB: Small Cities Funding Opportunities  Presenter: Greg Armstrong, WSDOT	The presenter will describe Transportation Improvement Board funding programs available to towns and cities with a population less than 5000 to improve their street system.
S53	CDBG Basics  Presenter: CDBG Staff (REPEAT)	Washington State’s Community Development Block Grant program can help fund a variety of projects benefitting low and moderate income communities. Learn what types of projects are eligible and how to apply.

**Sessions**

**Wednesday, October 20, 2010, 1:20 p.m. - 5:00 p.m. -- Friday, October 22, 2010, 8:00 a.m. - 11:40 a.m.**

S54	Short Course on Local Planning  Panel	The Short Course is a three-hour workshop which covers the legal basis of planning in Washington State, explains the basics of comprehensive planning and plan implementation, and discusses the role of the planning commission. Presented by professional planners and attorneys. All persons attending the course receive handouts prepared by the speakers, and are referred to the on-line version of the Short Course on Local Planning Manual. The manual covers state planning requirements, citizen participation, growth management, constitutional issues, development tools, environmental legislation, shoreline regulations, county/tribal relations, transportation planning and annexation procedures.
S55	Community Facility Funding  Presenters: Marti Canatsey, USDA RD Rose Running, USDA RD	Overview of the variety of Essential Community Facilities that Rural Development can fund. Valuable tips you shouldn't miss for your next RD Community Facilities application.
S56	Commerce Economic Development Funding other than CERB  Presenter: Matthew Ojennus, CERB	An overview of other capital funding economic development programs at Commerce, including Rural Washington Loan Fund, Forest Products Loan Fund, and the Brownfield program.
S57	TIB: Urban Funding Opportunities  Presenter: Greg Armstrong, WSDOT	The presenter will describe Transportation Improvement Board funding programs available to cities with a population greater than 5000 and urban counties to improve their street system.
S58	Ecology Funding Application Tune Up  Presenter: David Dunn, Ecology	Ecology's funding applications are due at the end of October. Applicants are invited to attend an informal session with Ecology staff, who can answer any last minute questions about the application.
S59	RD Architecture Review  Presenter: Agnieszka Kiswa, USDA RD	Architecture Review is a requirement for the application process when new construction, renovation or rehabilitation is needed.

## List of Acronyms

ADA	American with Disabilities Act
CAU	Contracts Administration Unit
CERB	Community Economic Revitalization Board
CDBG	Community Development Block Grant
Commerce	Department of Commerce
DAHP	Department of Archaeology and Historic Preservation
DOH	Department of Health
DSHS	Department of Social Health and Services
DWSRF	Drinking Water State Revolving Fund
Ecology	Department of Ecology
IHS	Indian Health Services
MRSC	Municipal Research and Services Center
NEPA	National Environmental Policy Act
ORA	Office of Regulatory Assistance
PWB	Public Works Board
PWTF	Public Works Trust Fund
RCAC	Rural Community Assistance Corporation
RD	Rural Development
SEPA	State Environmental Policy Act
SERP	State Environmental Review Process
TIB	Transportation Improvement Board
WSDOT	Washington State Department of Transportation
WSU	Washington State University