

Washington State

Public Works Board



Public Works Board
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INVESTING IN WASHINGTON'S FUTURE

Public Works Board

The Public Works Board was created by the State Legislature in 1985, with the purpose of administering the Public Works Trust Fund (PWTF).

The Board consists of thirteen Governor appointed members with the following representation:

- Three county representatives
- Three city representatives
- Three special purpose district representatives;
- Four representatives from the private sector, including the Chair.

Each member serves a four-year term, except for the Chair, who serves at the pleasure of the Governor.

Board Members:

- Diana Gale, PhD, Public Works Board Chair
- Katy Isaksen, Public Works Board Vice Chair
Katy Isaksen and Associates
- Cus Arteaga
Public Works Director, City of Grandview
- Pete Capell
Public Works Director, Clark County
- The Honorable Rebecca Francik
City Council Member, City of Pasco
- Kathryn Gardow
Kathryn Gardow & Associates, LLC
- The Honorable Kathleen E. Keene
Commissioner, King County Water District #20
- Darlene McHenry
Ex. Dir. Utility Contractors Association of WA
- The Honorable Don Montfort
Commissioner, Birch Bay Water & Sewer District
- The Honorable Merrill J. Ott
Stevens County Commissioner
- Tim Simpson
General Manager, Asotin County PUD

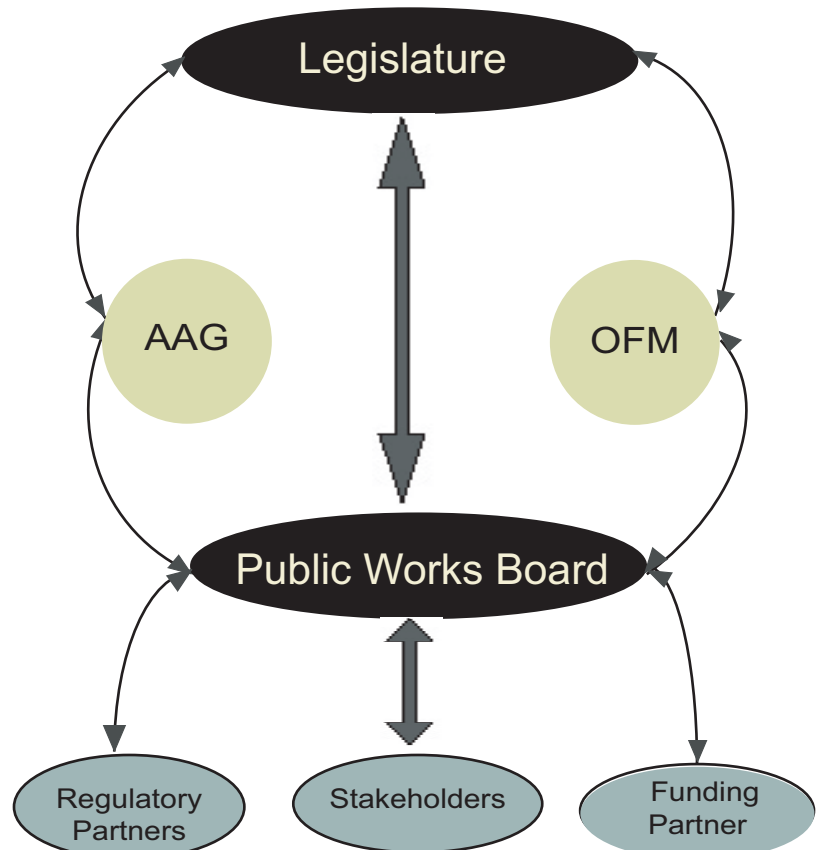
- The Honorable Ray Stephanson
Mayor, City of Everett
- Courty Elected Representative
Vacant

The purpose of the PWTF and the Board is to provide financial assistance to local governments and private water systems for critical public works projects and to encourage self-reliance at the local level.

The Board accomplishes this by:

- Overseeing the financial management of the PWTF;
- Allocating funds for eligible projects;
- Selecting the appropriate use and method of allocation of the fund's assets to leverage maximum public works investments;
- Establishing policies that respond to the changing local conditions and priorities for local public works investments.

Authorizing Environment for the Public Works Board



PUBLIC WORKS TRUST FUND (PWTF)

The Programs

The Board administers three funding sources. The Public Works Assistance Account, which funds all Public Works Trust Fund programs; the Drinking Water State Revolving Fund, which funds all Drinking Water State Revolving Fund loans, and the Water System Acquisition and Rehabilitation Program.

Public Works Trust Fund

The PWTF provides low-interest loans and technical assistance to local governments that have critical public works needs. Since its inception, the Board has had twenty-one successful years of assisting local governments meet those needs. Over the years, the program has evolved and new programs have been added.

Because the Public Works Trust Fund provides a stable source of loans, it is a way for local governments to maximize their own resources by allowing them to fix problems as they emerge, rather than waiting to amass necessary funds for critical projects. In addition, loans are a renewable resource, which assures that the Trust Fund will continue to finance more projects.

Currently, there are four unique loan programs under the umbrella of the Public Works Trust Fund

- Construction
- Pre-Construction
- Planning
- Emergency

The Construction Loan Program is the oldest of the four programs and provides loans for eligible construction projects. A strong emphasis in project selection is given to local governments that can demonstrate good management practices.

The Pre-Construction Loan Program was established in 1995, and is intended to help local governments accelerate the construction of eligible public works improvements and to provide more flexible financing options.

The Public Works Planning Loan Program (PWP) began in 1989, with the purpose of providing financial assistance for the preparation of long-term Capital Facilities Plans or Comprehensive System Plans (which includes a CFP). The program which has evolved over the years to meet the needs of local governments,

includes environmental studies (such as biological assessments & environmental assessments), and also updates to existing Capital Facilities Plans.

The Emergency Loan Program was established in 1988, in response to the changing needs of local government. The purpose of the Emergency Loan Program is to fund public works emergencies, helping provide immediate restoration of critical public works services and facilities.

The Public Works Board has defined an emergency as:

“A public works project made necessary by a natural disaster, or an immediate and emergent threat to the public health and safety due to unforeseen or unavoidable circumstances.”

Eligible Applicants:

Counties, Cities & Towns, and Special Purpose Districts.

(For jurisdictions that are not eligible for PWTF funding, the Public Works Board encourages partnerships with eligible jurisdictions. This could be in the form of an interlocal agreement with the owner of the improved facility. NOTE: The applying local government must retain ownership or have a long-term lease of the improved portion of the facility, for the life of the loan).

Eligible Activities:

Eligible activities include repair, replacement, rehabilitation, reconstruction, or improvement of eligible public works systems to meet current standards for existing users, and may include reasonable growth (this is generally the twenty-year growth projection included in the local government's comprehensive plan under the Growth Management Act (GMA)).

There are currently six types of systems eligible for funding.

- Bridge
- Sanitary Sewer
- Domestic Water
- Road
- Storm Sewer
- Solid Waste / Recycling

Ineligible Activities:

- Rolling Stock
- Landfill site acquisition
- Routine M & O
- Incinerator/waste-to-energy facilities

PUBLIC WORKS TRUST FUND (PWTF)

Threshold Requirements

- Counties, cities, and towns must have adopted a local one-quarter of one percent Real Estate Excise Tax (REET).
- Counties, cities, and towns planning under the GMA must be in conformance with adoption timelines for their Comprehensive Plans, Development Regulations, and Critical Area Ordinances. This would include NOT having any Findings from a Growth Management Hearings Board.
- Counties, cities, towns and special purpose districts NOT planning under the Growth Management Act (GMA), must have adopted a Capital Facilities Plan for each eligible system they own that meets Public Works Board standards.

- If applying for an Emergency Loan, the applicant must have adopted a local declaration of emergency.
- If applying for a Public Works Planning Loan, the applicant must have a minimum plan in place at the time of application.

Public Works Trust Fund - 2005-07 Biennium

The Legislature has authorized \$289 million for the 05-07 Biennium for the Public Works Trust Fund.

The Board received 74 applications requesting \$228.8 million for the 2007 Construction Cycle. The Board finalized the recommended list at the August 15th Board meeting. There are 19 projects requesting \$71 million be forwarded to the Legislature for financing. The list below are the projects being recommended by the Board.

PWTF 2007 RECOMMENDED CONSTRUCTION LOAN LIST

	Client name	County	Project Name	East/West	Project Type	Client Type	Legislative District	Loan Request	Other Funds	Total Project Cost
1	Airway Heights	Spokane	Reclamation and Recharge Project	E	Sewer	City	7	\$7,000,000	\$21,856,000	\$28,856,000
2	Annapolis WD	Kitsap	Salmonberry Reservoir Painting And Repair	W	Water	W/S Dist	26	\$595,000	\$105,000	\$700,000
3	Blaine	Whatcom	Lighthouse Point Water Reclamation Facility	W	Sewer	City	42	\$7,000,000	\$27,417,000	\$34,417,000
4	Bremerton	Kitsap	Anderson Cove Sewage Pump Station CWW-1	W	Sewer	City	35	\$675,000	\$680,000	\$1,355,000
5	Bremerton	Kitsap	Combined Sewer WWTP Upgrade	W	Sewer	City	35	\$3,000,000	\$2,946,000	\$5,946,000
6	Bremerton	Kitsap	Sheldon Blvd Sewer Interceptor Reconstruction	W	Sewer	City	35	\$300,000	\$16,000	\$316,000
7	Chelan County PUD 1	Chelan	919 Pressure Zone Improvements	E	Water	PUD	12	\$5,267,000	\$930,000	\$6,197,000
8	Cowlitz County	Cowlitz	County Water Systems Reservoir Coating	W	Water	County	19	\$340,000	\$60,000	\$400,000
9	Cross Valley WD	Snohomish	Lowell-Larimer Rd Water Supply-Phase I	W	Water	W/S Dist	1	\$532,525	\$93,975	\$626,500
10	East Wenatchee WD	Douglas	Baker Flats Industrial Area Reservoir Storage	E	Water	W/S Dist	12	\$2,772,700	\$1,121,300	\$3,894,000
11	Friday Harbor	San Juan	Relocation- Submarine Sewer Interceptor Line	W	Sewer	City	40	\$4,378,000	\$1,600,000	\$5,978,000
12	Grays Harbor Co. WD No 1	Grays Harbor	Water System Rehabilitation Project	W	Water	W/S Dist	19	\$6,717,575	\$748,000	\$7,465,575
13	Lake Stevens SD	Snohomish	Sunnyside WWTF	W	Sewer	W/S Dist	44	\$7,000,000	\$41,267,700	\$48,267,700
14	Mattawa	Grant	Biosolids Processing Improvements	E	Sewer	City	13	\$465,585	\$24,505	\$490,090
15	Port Angeles	Clallam	Francis Street Sewer Main	W	Sewer	City	24	\$1,875,000	\$1,025,000	\$2,900,000
16	Snohomish	Snohomish	Cemetery Creek Trunk Sewer	W	Sewer	City	21	\$7,000,000	\$8,844,684	\$15,844,684
17	Toppenish	Yakima	WWTF Upgrade	E	Sewer	City	16	\$7,000,000	\$4,764,000	\$11,764,000
18	Walla Walla	Walla Walla	Wastewater Improvements Phase 3	E	Sewer	City	18	\$6,856,875	\$761,875	\$7,618,750
19	Yakima	Yakima	Replacement-Chlorine Gas W/UV Disinfection	E	Sewer	City	14	\$2,300,000	\$28,730,000	\$31,030,000
								\$71,075,260	\$114,033,921	\$185,110,181

DRINKING WATER STATE REVOLVING FUND (DWSRF)

In 1996, Congress established the federally-funded Drinking Water State Revolving Fund (DWSRF) as part of the reauthorization of the Safe Drinking Water Act. The Washington State Legislature enacted statutory authority to create the DWSRF loan program and make it consistent with federal law.

The loan program is jointly administered by the Public Works Board and the Washington State Department of Health (DOH), Drinking Water Division. The DWSRF loan program is intended to improve drinking water systems and protect public health and is designed for both publicly and privately owned systems.

Requirements:

- Must have a DOH approved Small Water System Management Program or Water System Plan by September 30, 2007.

Funding Criteria for the Upcoming 2007 Cycle

- Zero percent (0%) local match. Interest Rates are 0%-1.5% dependent upon median household income and whether system is in distressed county.
- Loan Fee 1%
- Loan limit of \$4 million
- Satellite management agencies may combine loan limits of systems being consolidated up to a maximum of \$5 million
- Multiple systems participating in one project (shared facilities) may combine their loan limits up to a maximum of \$8 million
- Loan Fee 1%
- Loan term is for the life of the project or 20-years maximum
- Project completion time is 36 months after loan execution
- Applications are accepted annually, in May.

DWSRF 2005-07 Biennium

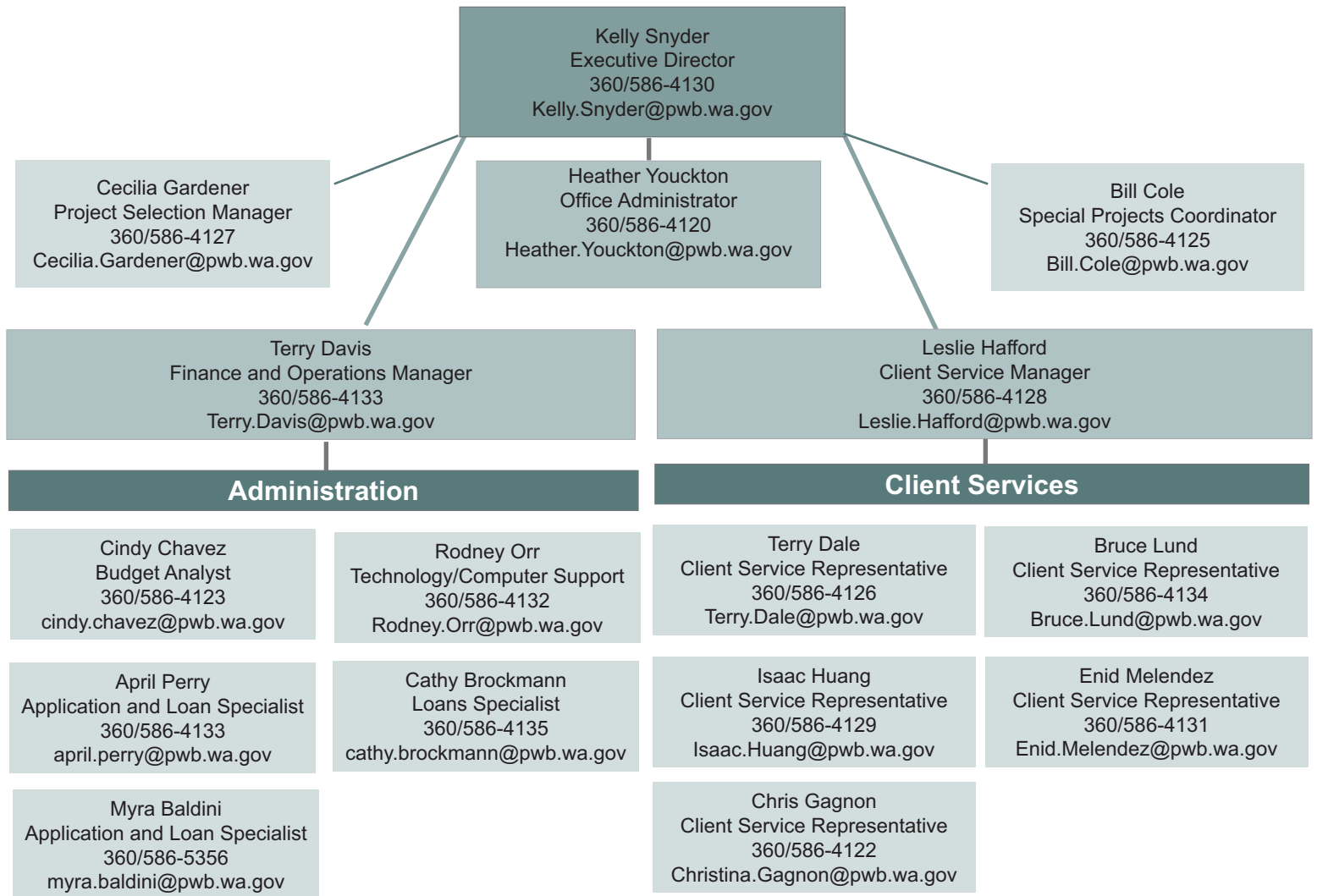
Congress has authorized \$40 million for the 05-07 Biennium for the Drinking Water State Revolving Fund (DWSRF). Washington State will provide \$8 million of state match.

Applications have been received for the 2006 Construction Cycle. The Department of Health (DOH) received 64 applications requesting over \$51.9 Million. DOH presented the draft prioritized list to the Public Works Board at the August 15, 2006 Board meeting. The Board will make final decisions at the February 2007 Board meeting. The table to the right, is the Draft Prioritized List developed by DOH.

2006 DWSRF Draft Prioritized list

	Score	System / Project	County	Owner	Loan Request
1	125	Columbus Park Ws	Thurston	PP	\$1,302,900
2	118	Clarktown Water System	Franklin	PN	\$337,142
3	116	Grand Coulee Water Dept, City Of	Grant	LG	\$1,441,270
4	116	Columbia View Water System	Walla Walla	PN	\$657,729
5	116	Uniontown Water Works	Whitman	LG	\$161,065
6	115	Pathfinder Mobile Home Park	Franklin	PP	\$38,572
7	114	Snohomish Co. PUD 1 - Lake Stevens	Snohomish	LG	\$1,217,050
8	113	Sunrise Beach Association	San Juan	PN	\$318,650
9	111	Maxwelton Beach	Island	PN	\$323,881
10	109	Township 29 Water Association	Island	PN	\$192,925
11	108	Deer Lake Haven Inc	Island	PN	\$133,402
12	108	Chelan Co PUD 1	Chelan	PN	\$2,569,642
13	108	Eastgate	Island	PN	\$134,684
14	106	Desert Canyon Domestic Water	Douglas	PN	\$1,077,670
15	106	Goss Lake Ridge Water System	Island	PN	\$239,397
16	105	Harbor Mobile Estates Ws	Grays Harbor	PP	\$171,118
17	103	South Bend Water Department	Pacific	LG	\$2,890,115
18	102	Royal City Water	Grant	LG	\$202,000
19	95	Little Butte Water System	Chelan	PN	\$28,105
20	90	Bullerville Utility District	Skagit	LG	\$409,050
21	86	Seattle Public Utilities	King	LG	\$3,030,000
22	85	Appleway Trailer Court	Okanogan	PP	\$31,310
23	85	Cove Owners Association	Chelan	PN	\$40,097
24	80	Everett Public Works Dept. City Of	Snohomish	LG	\$3,030,000
25	78	Metaline Water Dept	Pend Oreille	LG	\$150,000
26	77	Castle Rock Municipal Water	Cowlitz	LG	\$1,812,950
27	67	Whatcom County Water Dist 13	Whatcom	LG	\$112,756
28	67	Holiday Hills Community Club Inc	Pierce	PN	\$652,535
29	65	Ritzville Water Department	Adams	LG	\$580,750
30	65	Camano Co-Op Water & Power Co	Island	PN	\$195,556
31	65	Aston Estates	Okanogan	PN	\$174,730
32	58	Everson, City Of	Whatcom	LG	\$637,568
33	53	Port Gamble Water System	Kitsap	PN	\$1,936,170
34	41	Greenwater Mutual Water Assoc	Pierce		\$3,030,000
35	40	Eastgate	Island	PN	\$81,024
36	36	Sunnyslope Mutual Water System	King	PN	\$347,509
37	31	Chelan Co PUD 1	Chelan	PN	\$3,000,000
38	31	Milton, City Of	Pierce	LG	\$967,966
39	30	Firgrove Mutual Inc	Pierce	PN	\$2,622,591
40	30	Pacific, City Of	King	LG	\$1,470,492
41	30	Freeland Water District	Island	LG	\$261,101
42	30	Colony Mountain	Skagit	PN	\$142,110
43	30	Deer Lake Haven Inc	Island	PN	\$78,089
44	29	Ridgefield Public Works Ws	Clark	LG	\$1,536,210
45	28	Bremerton, City Of Water System	Kitsap	LG	\$2,000,000
46	28	Edwall Water Assn	Lincoln	PN	\$411,070
47	27	Tieton Water Dept, Town Of	Yakima	LG	\$1,298,910
48	27	Crystal River Ranch Assoc	Pierce	PN	\$664,650
49	27	Blalock Orchards Dist 12	Walla Walla	PN	\$202,000
50	26	Uniontown Water Works	Whitman	LG	\$91,991
51	25	Toppenish Water Department	Yakima	LG	\$2,694,917
52	25	Whatcom County Water Dist No 7	Whatcom	LG	\$191,395
53	25	Whatcom County Water Dist No 7	Whatcom	LG	\$51,207
54	25	Camano Co-Op Water & Power Co	Island	PN	\$187,895
56	25	Camano Co-Op Water & Power Co	Island	PN	\$150,469
57	25	Camano Co-Op Water & Power Co	Island	PN	\$185,323
58	10	Camano Co-Op Water & Power Co	Island	PN	\$89,126
59	7	Coulee Dam Water Dept	Okanogan	LG	\$1,347,340
					\$49,334,174

PUBLIC WORKS BOARD STAFF



Staff Person	How to Contact	Responsibilities
Kelly Snyder Executive Director	360/586-4130 kelly.snyder@pwb.wa.gov	<ul style="list-style-type: none"> Overall staff management responsibility & authority for the programs of the Board Focuses on external relations, including primary constituent groups, the legislature, the Governor and the Office of Financial Management. Also responsible for establishing and/or maintaining positive relationships with other Washington State agencies, and other states, federal agencies and nations. Oversees the development of the Board's capital and operating budgets Monitors and manages the development and implementation of performance measures for the Board Primary liaison with the Department of Health and Environmental Protection Agency.
Terry Davis Finance & Operations Manager	360/586-4133 terry.davis@pwb.wa.gov	<ul style="list-style-type: none"> Overall Administrative staff management responsibility. Oversees all contracting functions Development of the Board's capital and operating budgets
Leslie Hafford Client Services Manager	360/586-4128 leslie.hafford@pwb.wa.gov	<ul style="list-style-type: none"> Overall Client Services Staff management responsibilities
Myra Baldini Application/Loan Specialist	360/586-5356 Myra.Baldini@pwb.wa.gov	<ul style="list-style-type: none"> Assists in contracts/amendments Assists in application process
Cathy Brockmann Loan Specialist	360/586-4135 cathy.brockmann@pwb.wa.gov	<ul style="list-style-type: none"> Primary responsibilities are DWSRF, PWTF, and WSARP contracts Works with DOH/EPA on OMWBE reporting requirements, federal audit requirements, and other federal administrative requirements.
Cindy Chavez Budget Analyst	360/586-4123 cindy.chavez@pwb.wa.gov	<ul style="list-style-type: none"> Budget development and analysis DWSRF underwriting Works on special projects as assigned
Bill Cole Special Projects Coordinator	360/586-4125 bill.cole@pwb.wa.gov	<ul style="list-style-type: none"> Research and development Special projects as assigned
Terry Dale Client Services Representative	360/586-4126 terry.dale@pwb.wa.gov	<ul style="list-style-type: none"> Primary client contact for all matters dealing with both PWTF & DWSRF programs. This includes assisting clients with projects from start to finish, (technical assistance, project funding, closeouts, etc. Serving Counties: Asotin, Benton, Columbia, Franklin, Garfield, San Juan, Skagit, Snohomish, Walla Walla, Whatcom, Whitman, and Yakima.
Chris Gagnon Client Services Representative	360/586-4122 christina.gagnon@pwb.wa.gov	<ul style="list-style-type: none"> Primary client contact for all matters dealing with both PWTF & DWSRF programs. This includes assisting clients with projects from start to finish, (technical assistance, project funding, closeouts, etc. Serving Counties: Clallam, Island, Jefferson, Mason, and Thurston. Primary client contact for all private water systems dealing with DWSRF programs. This includes assisting clients with projects from start to finish, (technical assistance, project funding, closeouts, etc.)
Cecilia Gardener Project Selection Manager Marketing/Public Information	360/586-4127 cecilia.gardener@pwb.wa.gov	<ul style="list-style-type: none"> Development and implementation of all PWTF program applications, and project selection process. Marketing & public information
Isaac Huang Client Services Representative	360/586-4129 isaac.huang@pwb.wa.gov	<ul style="list-style-type: none"> Primary client contact for all matters dealing with both PWTF & DWSRF programs. This includes assisting clients with projects from start to finish, (technical assistance, project funding, closeouts, etc. Serving Counties: Chelan, Grays Harbor, King, Okanogan and Pierce.
Bruce Lund Client Services Representative	360/586-4134 bruce.lund@pwb.wa.gov	<ul style="list-style-type: none"> Primary client contact for all matters dealing with both PWTF & DWSRF programs. This includes assisting clients with projects from start to finish, (technical assistance, project funding, closeouts, etc.) Serving Counties: Adams, Clark, Cowlitz, Douglas, Ferry, Grant, Kitsap, Kittitas, Klickitat, Lewis, Lincoln, Pacific, Pend Oreille, Skamania, Spokane, Stevens, and Wahkiakum.
Enid Melendez Client Services Representative	360/586-4131 enid.melendez@pwb.wa.gov	<ul style="list-style-type: none"> Lead staff for all Environmental and Cultural Resource Compliance
Rodney Orr Information Technology	360/586-4132 rodney.orr@pwb.wa.gov	<ul style="list-style-type: none"> Website manager Information Technology and computer support
April Perry Application/Loan Specialist	360/586-4133 april.perry@pwb.wa.gov	<ul style="list-style-type: none"> Assists in contracts/amendments Assists in application process
Heather Youckton Office Administrator	360/586-4120 heather.youckton@pwb.wa.gov	<ul style="list-style-type: none"> Primary contact for the administrative office of the Board. Primary contact for Board members Primary contact for Board meetings and logistics.

BOARD PROGRAMS AT A GLANCE

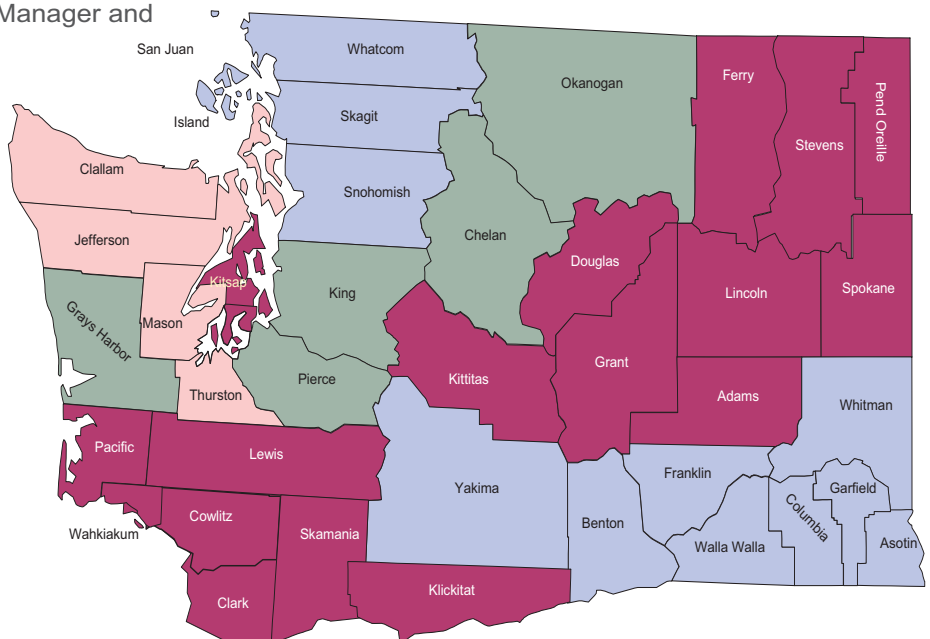
Loan Program	Application Cycle	When \$ Become Available	Loan Limit	*Interest Rate	Local Match	Loan Term	Project Completion Time
PWTF Construction	Annual - Apps due in May	Upon Legislative Approval, (the following spring)	\$10 million per jurisdiction per biennium	0.5%-2% Linked to Local Match	5%-15% Linked to Interest Rate (minimum of 5%)	Life of the project, or 20 years maximum	48-months
PWTF Pre-Construction	On-going pending availability of funds	Upon Board Approval	\$1 million per jurisdiction per biennium	0.5%-2% Linked to Local Match	5%-15% Linked to Interest Rate (minimum of 5%)	5-year maximum, or 20 years with proof of construction financing	18-months
PWTF Planning	On-going pending availability of funds	Upon Board Approval	\$100,000 per jurisdiction per biennium	0%	None	6-years	18-months
PWTF Emergency	On-going pending availability of funds	Upon Board Approval	\$500,000 per jurisdiction per biennium	3%	None	Life of the project, or 20 years maximum	12-months
DWSRF Construction	Annual - Apps due in May	Upon Board & EPA Approval	\$4 million per jurisdiction per year	0%-1.5%	None, but there is a 1% loan fee	Life of the project, or 20 years maximum	36-months

CLIENT SERVICE REPRESENTATIVES (CSRs)

Board staff are housed in the Department of Community Trade, and Economic Development, in the Public Works Board Division. Currently there are 14 staff to the Board. The group is separated into two sections - Administration and Client Services. Administration consists of the day-to-day operations of all programs. This includes Budget, Accounting, Contracts, Applications, Workshops, etc. Client Services is made up of the Client Services Manager and five Client Service Representatives.

Client Service Representatives are the primary contacts for all matters dealing with both the PWTF and the DWSRF. The state is divided into regions, each managed by a Client Service Representative. The Map reflects how the state is divided. For information regarding project financing, environmental reviews and loan conditions, contact one of the Public Works Board Client Service Representatives.

<p>Isaac Huang 360/586-4129 Isaac.Huang@pwb.wa.gov</p>
<p>Terry Dale 360/586-4126 Terry.Dale@pwb.wa.gov</p>
<p>Chris Gagnon 360/586-4122 Christina.Gagnon@pwb.wa.gov (Private Water Systems State Wide)</p>
<p>Bruce Lund 360/586-4134 Bruce.Lund@pwb.wa.gov</p>
<p>Enid Melendez 360/586-4131 Enid.Melendez@pwb.wa.gov (Environmental and Cultural Resources Compliance State Wide)</p>



Administrative Services Provided by the
Department of Community, Trade and Economic Development