



Meeting Location: Department of Commerce

Agenda Item	Action	Page	Time
<u>A) ADMINISTRATION</u>			
1. Call to Order			9:00
2. Welcome and Introductions			9:00
3. Approve Agenda: Cecilia Gardener	Action	1	9:05
4. Meeting Minutes for July 11 , 2014: Barbara Smith	Action	5	9:10
5. Executive Director Update: Kendee Yamaguchi	verbal		9:15
6. Center for Sustainable Infrastructure: Rhys Roth, Director	Action		9:25
<u>B) CONTRACTING/FINANCING OPPORTUNITIES</u>			
1. Contracts Administration Unit Quarterly Report: Mark Barkley		13	9:35
2. Sunnyside DWSRF Loan Restructure: Karen Klocke/Mark Barkley	Action	14	9:40
3. Cristalina: Mark Barkley	verbal		10:10
<u>C) POLICY & PROGRAM DEVELOPMENT</u>			
1. Public Works Board: A Historical Perspective: Kendee Yamaguchi & Cecilia Gardener		19	10:25
2. Budget Development Update: Cecilia Gardener	verbal		11:15
3. Drinking Water State Revolving Fund (DWSRF) Proposal Board Member Update: Stan Finkelstein, Kendee Yamaguchi and Cecilia Gardener	verbal		11:35
LUNCH			
4. DRAFT Public Works Board Action Plan – A) Education, B) Stakeholder, C) Policy: Cecilia Gardener			12:30
5. 2016 PWAA Construction Loan Ranked List: Cecilia Gardener	Action	25	1:00
<u>D) TECHNICAL & IMPACT ASSISTANCE</u>			
1. Infrastructure Assistance Coordinating Council (IACC) Conference -Technical Assistance Staff Involvement: Lynn Kohn	verbal	37	2:00
<u>E) INFORMATION & OTHER ITEMS</u>			
1. Board Committee Updates			
a. Executive Committee: Stan Finkelstein	verbal		2:10
b. Policy & Program Development Committee: Scott Hutsell	verbal		2:15
c. Technical Assistance Committee: First Stop-Resource Catalog: Jerry Cummins	verbal	39	2:20
d. Communication Committee: Educational Material: Ed Hildreth	Action	41	2:35
2. Board Member Updates	verbal		2:50
3. Other	verbal		3:05

Note: Anticipated time of Adjournment is 3:10 p.m.

NEXT BUSINESS MEETING SCHEDULED: October 2, 2014, in Wenatchee, WA.

Department of Commerce, 1011 Plum Street SE, Olympia, WA 98504-2525.

Contact the Public Works Board at (360) 725-2744 for further information.

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TAB 1

Board Administration



**Washington State
Public Works Board**
Post Office Box 42525
Olympia, Washington 98504-2525

PUBLIC WORKS BOARD MEETING

July 11, 2014

Department of Commerce – Room #110 Columbia River Room

Board Members		Guests Present:	Staff Present:
Present:	Absent:		
Stan Finkelstein, Chair		Sandra Adix, Attorney General’s Office	Kendee Yamaguchi, Executive Director
JC Baldwin, Vice Chair		Joe Crossland, Department of Health	
Ted Carlson		Karen Klocke, Department of Health	Ann Campbell
Pam Carter		Chris McCord, Department of Health	Cindy Chavez
Jerry Cummins		David Dunn, Department of Ecology	Mike Copeland
Mary Margaret Haugen		John Kounts, WA PUD Association	Steve Dunk
Ed Hildreth		Stephen Misiurak, City of Gig Harbor	Chris Gagnon
Scott Hutsell		Mark Barkley, Department of Commerce	Cecilia Gardener
Diane Pottinger		Jill Nordstrom-Perry, Department of Commerce	Isaac Huang
Matt Rasmussen		Kaaren Roe, Department of Commerce	Lynn Kohn
Bubba Scott		Brian Lock, Community Economic Revitalization Board	Bruce Lund
Lisa Wellman		Doug Biles, Veteran Intern	Rodney Orr
		Janea Eddy, Community Economic Revitalization Board	Jacki Skaught
		Cathi Read, Department of Commerce	Barbara Smith
		Jeff Wilson, Department of Commerce	

ADMINISTRATION

- 1) Call to order: Stan Finkelstein called the meeting to order at 8:51 am.
- 2) Welcome and Introductions
- 3) Training on Open Public Meetings Act and Open Public Records Act by Sandra Adix, Assistant Attorney General, Office of the Attorney General. Cecilia Gardener noted that there was extra Commerce staff present specifically to receive this training. Everyone present will receive a training completion certificate. Self-training resources, videos, and more information can be found on the Attorney General’s webpage at: www.atg.wa.gov/OpenGovernmentTraining.aspx
- 4) **ACTION: Ed Hildreth moved to approve the agenda as presented. Jerry Cummins seconded. MOTION APPROVED 11-0** (Baldwin, Carlson, Carter, Cummins, Haugen, Hildreth, Hutsell, Pottinger, Rasmussen, Scott, and Wellman)
- 5) **ACTION: Mary Margaret Haugen moved to approve the May 8, 2014, meeting minutes as presented. Pam Carter seconded. MOTION APPROVED 9-0** (Baldwin, Carlson, Carter, Haugen, Hildreth, Hutsell, Pottinger, Rasmussen, and Scott); Board members Wellman and Cummins abstained due to not being present at that meeting.
- 6) Executive Director Update: Kendee Yamaguchi introduced new staff Barbara Smith, Board Liaison, and Michael Copeland, Drinking Water Program underwriter and fund manager. Ms. Yamaguchi attended the Clinton Global Initiative (CGI) event in Denver, CO, representing the Public Works Board (PWB) and the Community Economic Revitalization Board (CERB). She identified the de-



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funding of infrastructure and alternative funding strategies as topics of particular interest to other states and the federal government. Of particular interest were philanthropic funding and public-private partnerships. In June, staff, board members, and Ms. Yamaguchi attended the Association of Washington Cities (AWC) conference in Spokane. Staff and PWB members toured the Green River Water Treatment Plant (GRWTP) in south King County, that PWB helped finance. The project is under budget and ahead of schedule. The Grand Opening is scheduled for May 2015. GRWTP management has asked to present an overview of the project to PWB in the spring. They will be inviting board members to attend the grand opening. Brian Bonlender is working on PWB's request to meet with the Governor. The Governor's office is still reviewing candidates for the vacant PWB County position. No one has been appointed yet. Ms. Yamaguchi explained that she has verified that there is no hindrance to PWB's position to recapture currently redirected revenue streams due to it being a citizenry board. However, the Department of Commerce has no position on this at this time. In their discussions and materials, the Agency must wait for the Governor's budgets. The Communications Committee had an inquiry about collateral publications and the use of the Department of Commerce Logo. Clarification is that the Board has autonomy and the Commerce logo does not need to appear on all publications. The exceptions to this are, for example, when the Board is submitting reports to legislature, then the Commerce logo would appear on it. If the agency is producing it, you will see a Commerce logo. Board members were encouraged to address further questions to Ms. Yamaguchi. She then explained decision packages and how they work. PWB staff, following PWB direction, draft the packages, and then transmit to OFM through Commerce's process.

- 7) Vice Chair Election: Stan Finkelstein addressed the need for the Board to elect a Vice Chair. Lisa Wellman requested to remove her name from the list of nominees due to her inability to dedicate the time the position needs. **DISCUSSION.** Both candidates accepted. Mr. Finkelstein stated that everyone but the chair votes. Jerry Cummins stated that according to Robert's Rules of Order, small groups less than 21 are allowed to have their chair vote. Ballots were distributed. Members wrote their candidate's name on the ballots. Staff retrieved ballots and tallied votes. JC Baldwin was the winner and moved to the front table next to Mr. Finkelstein.

CONTRACTING/FINANCING OPPORTUNITIES

- 1) Contracts Administration Unit – Extension Requests: Mark Barkley
 - Marion Water Company completed initial scope of work. Second part of scope requires additional time. Extension of one year would allow them to complete. **ACTION: Ed Hildreth moved to approve extension. Pam Carter seconded. MOTION APPROVED 11-0** (Baldwin, Carlson, Carter, Cummins, Haugen, Hildreth, Hutsell, Pottinger, Rasmussen, Scott, Wellman)
 - Whatcom County has difficulty. Blending has caused caustic arsenic issues. Extension requested to send caustic issue work out to bid: **ACTION: Pam Carter moved to approve extension. Scott Hutsell seconded. DISCUSSION. MOTION APPROVED 11-0** (Baldwin, Carlson, Carter, Cummins, Haugen, Hildreth, Hutsell, Pottinger, Rasmussen, Scott, Wellman)
- 2) Drinking Water State Revolving Fund (DWSRF) Loan Program: Mark Barkley
 - a) Cristalina LLC - DP09-952-034: Mark Barkley informed the Board staff has been working very closely with Department of Health (DOH) on this. Hearings at the Utilities and Transportation Commission (UTC) will be held later in July and August of this year; Maria



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- Lindberg, the owner, is subject to personal violation fines for failing to properly file reports, as well as not depositing the system payments for loan repayment in a dedicated account. Cristalina LLC also suffered embezzlement by former staff. Mark asked PWB to allow him the flexibility of offering to waive the loan late fees in order to work with DOH on the sale of the water system. There are currently two interested purchasers, Washington Water, a private group, and Covington PUD. Barkley would like to be allowed to reduce the late fees on the 2013 late payment, which amounts to approximately three or four thousand dollars. This will give him some negotiating room in the sale process. Barkley will come back to the Board in August with further details. Cristalina is a very small private for profit system, east of Covington, with only 52 hookups. Karen Klocke from DOH interjected that Cristalina has three substandard wells, and one good well; however during periods of hot weather the pump goes out on the good well. DOH has serious concerns regarding the public's health and safety. Board approval is required to enter into discussions with DOH to foster the sale of Cristalina to another entity. If Cristalina is purchased by Covington PUD, which is a public entity, then it has access to the subsidies available to public entities for rate subsidization, but private entities are not eligible for this. Washington Water is a private entity. October is the cutoff date to find a new owner. If none is found, then the system would be assumed by King County, and the loan will be in default. **ACTION: Diane Pottinger moved to approve the request. Lisa Wellman seconded. DISCUSSION.** Diane Pottinger requested that if Covington PUD is the purchaser, they be requested to annex the system. It was clarified that the Board can only request this, not require it. **MOTION APPROVED 11-0** (Baldwin, Carlson, Carter, Cummins, Haugen, Hildreth, Hutsell, Pottinger, Rasmussen, Scott, Wellman)
- b) Approval of Funding Recommendation on 2013 Fall Round: Chris McCord requests Board approval of modifications to the 2013 Fall DWSRF List. Specifically, this request is to approve fully funding Sultan's existing partially funded loan and loans to Yakima County and the City of Ridgefield. **ACTION: Ted Carlson moved to approve the funding recommendation. Pam Carter seconded. DISCUSSION. MOTION APPROVED 11-0** (Baldwin, Carlson, Carter, Cummins, Haugen, Hildreth, Hutsell, Pottinger, Rasmussen, Scott, Wellman)

POLICY & PROGRAM DEVELOPMENT

- 1) Department of Health Briefing on the DWSRF Program: Joseph Crossland from the Department of Health (DOH) presented a proposal for DOH to assume full control and execution of the Drinking Water programs over the course of three to four years. When the federal government originally created the DWSRF program, DOH did not have the systems in place to run the project section, loan management portion. Over the last 18 years, DOH has developed the capacity to manage the program internally. Currently, the program, due to joint administration, is expensive and cumbersome. Now that DOH has the capacity to run the program in-house, it is time to develop a process for the program to be extracted from Commerce. DOH's goal is to expand the loan programs and increase loan agreement flexibility, as well as increase investment in preconstruction technical assistance and coordination with the Board and Department of Commerce. DOH is introducing agency requested Legislation during the 2015 legislative session to begin implementing the program changes. Cecilia Gardener asked for direct input from Board members to please be emailed to her as soon as possible. The Secretary of Health and the Director of Commerce will be meeting on this plan July 25th.



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- 2) Budget Development Update: Cecilia Gardener says things are moving forward. The Washington Infrastructure Information Portal (WIIP) is not being submitted for legislative consideration. No IT projects are going forward.
- 3) Presentation on Public Works Board: A Historical Perspective: Cecilia Gardener – **Stan Finkelstein moved to August 8 meeting in the interest of time.**
- 4) Presentation on Rating and Ranking of Construction Applications: Ann Campbell explained the process of how projects are rated and ranked for presentation to the Board for funding consideration.
- 5) Retreat Follow-up: Kendee Yamaguchi and Cecilia Gardener presented a synthesis of the deliverables and action items from the Board retreat. The first document discussed was the list of candidate responses regarding infrastructure from the Association of Washington Cities' questionnaire. This list will be updated as responses continue to come in. The next document, documents 1 and 2, showed a large table showing all action items and their current status identified by the Board and each sub-committee (Executive, Policy, Communications, and Technical Assistance) at the retreat. Document 3 contained minutes from the last Policy Committee meeting. Document 4, is a living document showing all the key dates, events, deliverables, actions, and tasks, running in sequence by month. The last document discussed was a contact list of legislators. Board members were asked to identify any relationships with legislators. Cecilia Gardener will create a form for Board members to send in after each meeting with a legislator in order to stay abreast of the Public Disclosure Commission (PDC) filing requirements; she will be the PDC point of contact. Stan Finkelstein asked if Board members would be willing to come in the afternoon before a Board meeting for a committee meeting as opposed to having committee meetings an hour before the full Board meeting. Board members agreed to meeting the afternoon prior to Board meetings. Mary Margaret Haugen wants staff to work on setting up appearances by Board members before key legislative committees in the first weeks of session.

TECHNICAL & IMPACT ASSISTANCE

- 1) North East Academy Update: Bruce Lund presented a brief on the Board's 5th Regional Academy at Gonzaga University. Sessions were based on regional needs and priorities in the area. Evaluations were disappointing. For the next one, the focus needs to be brought back to infrastructure funding options. Next Academy will be held in late October 2014 on the Olympic peninsula
- 2) Draft Infrastructure Financing Options: Isaac Huang stated that in June 2014, the Executive Committee directed staff to prepare a discussion paper to identify various financing mechanisms available to local governments. The draft document was presented and discussed. This document is written for internal Board review and is not intended to be circulated, but is subject to public disclosure. Staff is also working on a resource catalog, hopefully to present at the IACC conference. Lisa Wellman thinks that the infrastructure report card document should be on our website.



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INFORMATION AND OTHER ITEMS

- 1) Board Committee Updates:
 - a) Board Committee Appointments: Cecilia Gardener said that Mary Margaret Haugen is now on the Policy Committee, Lisa Wellman is on the Communications Committee, and Ed Hildreth is now Chair of Communications Committee.
 - b) Policy & Program Development Committee: Scott Hutsell said that the committee met at Commerce two weeks ago and this morning. Discussions were held on what to do with the Proviso requirements that are sunsetting, meeting with legislators, and collaboration with Communication Committee.
 - c) Technical Assistance Committee: Jerry Cummins said that the committee met this morning and discussed the challenges facing small communities, problems with water districts and rates, the reluctance to raise rates, smaller jurisdictions having staff that are able to manage state and federal funding sources, errors in income level data that is being generated by the population being served, the high cost of maintaining facilities, academies, and the format of future academies, including planning topics ahead of time to discuss with participants.
 - d) Communication Committee: Ed Hildreth said that the committee met this morning, where he presented a draft of the Board's brochure. The deadline for comments and changes to the document is August 8. There is no more room to add text. Lisa Wellman stated that the committee will have a database, in SharePoint, of stakeholders to receive the brochure by the end of July. Concern was expressed as to why a press release regarding the Construction Loan applications received was not released. What is the procedure for issuing press releases? Cecilia Gardener said that the info was shared in a newsletter, but the press release did not go out. Stan Finkelstein thinks that it is more germane to provide a press release when the applications are approved. JC Baldwin asked who approves press releases. Ms. Gardener stated the Board is the final approval.
 - e) Ribbon Cutting for Gee Creek: Jerry Cummins attended the dedication of the Discovery Corridor Wastewater Transmission System project held at the Gee Creek Rest Area. Project owners were very appreciative of the Board's involvement.
- 2) Board Member Updates:
 - a) Pam Carter attended AWC's Sewer Funding Coalition conference; the purpose of the event was to assemble a coalition of small communities with sewer issues; they want a grant program. There is clearly a need for technical assistance with small and rural communities in addition to creative funding options.
- 3) Other: Stan Finkelstein asked Cecilia Gardener about travel reimbursements. Ms. Gardener said that Barbara Smith will be taking care of travel reimbursements.

ACTION: JC moved to adjourn the meeting. Jerry seconded the motion. MOTION APPROVED.

Adjourn: 3:12 pm

TAB 2

Contracting/

Financing Opportunities



DATE: July 16, 2014
TO: Public Works Board
FROM: Mark Barkley, CAU Managing Director
SUBJECT: Contract Administrations Unit (CAU) Contract Status Report

This memo provides a quarterly status update to the Public Works Board and offers a snapshot of activities carried out by CAU. We hope this gives the Board a better understanding of the work that occurs after contract execution.

Number of Contracts Received from PWB from 4/1/2014 – 6/30/2014

PWTF	0
DWSRF	18
Other PWB Programs	<u>6</u>
Total	24

Number of Contracts in Open Status as of 6/30/2014

PWTF	137
DWSRF	151
Other PWB Programs	<u>20</u>
Total	308

Number of Projects Completed 4/1/2014 – 6/30/2014

PWTF	3
DWSRF	5
Other PWB Programs	<u>5</u>
Total	13

Dollars distributed to Clients 4/1/2014 – 6/30/2014

PWTF	\$10,988,439
DWSRF	\$36,094,076
Other PWB Programs	<u>\$ 1,208,440</u>
Total	\$48,290,955



DATE: August 8, 2014
TO: Public Works Board
FROM: Mark Barkley, Managing Director, Contracts Administration Unit
SUBJECT: City of Sunnyside – Loan Term Extension Request

Background:

In 2004, the City of Sunnyside signed a DWSRF loan contract for \$4,040,000 to complete a new well and 13,500 linear feet of water main. Due to an insufficient water source, the City began a series of test wells to find a water source significant enough for their system's needs.

Initially, a new test well did not require an environmental and cultural review prior to digging the well. In 2007 however, a new Section 106 policy was implemented that stated no digging shall occur prior to cultural and environmental approval. This, in turn, set up a chain of events that resulted in substantial delay of the project.

From 2004 to 2014 key staff turnover has been detrimental to the City's ability to prioritize, track, and proceed with their construction contracts. Throughout this ten year period there have been nine City Managers, eight Finance Directors, and three Public Works Directors.

Due to the inconsistency of key staff members, changing infrastructure priorities, and the complexities of the section 106 Cultural and Environmental Review, Sunnyside's water project met with substantial delays. Finally, in 2012 the City hired a consulting firm to manage the project, resolve the Section 106 issue, find a sufficient well, and complete the project in January of 2014.

Issue:

The City of Sunnyside is requesting a seven year extension to their loan term repayment. Originally, the loan was executed in 2004 with a project completion date in 2008. Because of the six year delay noted above, the City has a shortened repayment schedule.

Sunnyside has been making their annual payments on time however, in 2013 they drew down over a million dollars to complete the final scope of work. Because of the large draw amount in 2013 their annual loan fee jumped from \$156,379 in 2013 to their upcoming 2014 payment of \$275,075. When the new finance director saw this large increase he was concerned and wrote a letter requesting the loan term extension.

The difference in loan payment between 2013 and 2014 is \$118,696. Per the Department of Health database, the number of Equivalent Residential Units (ERU) on the water system is approximately 5022. In order to cover the additional payment, Sunnyside would need to increase their water rate by approximately \$1.97.

Sunnyside's current water rate is \$28.99 per 1000 c/f. By adding the \$1.97 increase to the current rate structure it would allow Sunnyside to meet their new amortized payment with an average monthly rate of \$30.96. When calculating the affordability index (AI) that includes the new rate (\$30.96) the AI was 1.1% well below the beginning of hardship status at 2%.

Staff Recommendation:

Public Works Board staff and the Department of Health have collaborated on the request made by Sunnyside. Due to the relatively low rate increase needed to make their annual payment, the length of time they have had to prepare for making their full payment, and the fact that the construction project was \$99,365 under budget, staff from both agencies do not recommend approval of Sunnyside's loan term extension request.



Office of the Finance Director
818 East Edison Avenue
Sunnyside, Washington 98944
(509) 837-3782 Office, (509) 837-3268 Fax

February 5, 2014

RECEIVED

Stephen Dunk
PO Box 42525
Olympia, WA 98504

FEB 11 2014

Department of Commerce

Mr. Dunk,

The City of Sunnyside is requesting an extension of time to repay the above referenced loan. The City obtained this loan in 2004 for the Water Development Projects. In 2009, the initial phase was completed and the City set out to design and construct the remainder of the project to complete Wells 12 & 13 Pump Station and bring them on line for production. The project was delayed due to Cultural Resource requirements, as well as a Section 106 that was needed. On July 8, 2013, the City completed the design and the construction contract was awarded. In December, 2013, the City completed the project and has requested **\$3,940,643.82** from the loan leaving a balance of **\$99,365.18** to be returned to the Public Works Board for future distribution.

The delay in design and construction of the wells has resulted in a shortened payback time frame and increased the 2014 scheduled payment to approximately \$283,700, or more than eighty-five percent over the 2013 payment. The City is asking the Public Works Board to extend the repayment schedule by seven years. At level payments of principal plus accrued interest, the 2014 payment would be approximately \$184,500 an increase of only twenty-one percent. Your approval of the extension would reduce the financial burden on the City's current rate payers.

Should you need any additional information, please contact Shane Fisher, Public Works Director or David Layden, Finance and Administrative Services Director.

I thank you for your consideration of this request and look forward to hearing from you.

A handwritten signature in black ink, appearing to read "David Layden", is written over a horizontal line.

David Layden
Finance/Administrative
Services Director

TAB 3

**Policy & Program
Development**



PUBLIC WORKS BOARD
1986 – 2014...

INFRASTRUCTURE FINANCING AND BEYOND



WHO WE ARE - WHAT WE DO

- ❑ Public Works Board
- ❑ Authorizing Environment
- ❑ Mission / Vision / Goals / Guiding Principles
- ❑ Membership
- ❑ Public Works Assistance Account (formerly known as the Public Works Trust Fund)
- ❑ Programs
- ❑ Administration
- ❑ Budget
- ❑ Universe



ENABLING LEGISLATION

Public Works Board Was Created in 1986:

- ❑ RCW 43.155.010 - It is the policy of the state of Washington to encourage self-reliance by local governments in meeting their public works needs and to assist in the financing of critical public works project by making loans, financing guarantees, and technical assistance available to local governments for these projects.
- ❑ RCW 43.155.040(5) – Do all acts and things necessary or convenient to carry out the powers expressly granted or implied under this chapter.



MISSION/VISION

Mission: The Washington State Public Works Board’s mission is to provide financial and technical assistance to Washington communities for critical public health, safety, and environmental infrastructure that supports community and economic vitality

Vision: The Washington State Public Works Board stewards a nationally recognized infrastructure funding program that is a model for progressive, sustainable, and affordable funding strategies meeting public health, safety, environmental, economic development, and essential needs of Washington communities.



CORE VALUES

<p>Stewardship</p> <ul style="list-style-type: none"> ❑ Steward of the PWAA and the programs funded by it. ❑ Preserve, grow, and maximize the monies entrusted to us. ❑ Providing financial and technical assistance to local communities for future generations. 	<p>Advocacy</p> <ul style="list-style-type: none"> ❑ Advocate for sustainable infrastructure funding at the local, state, and federal levels. ❑ Collaborating with our clients, stakeholders and other funding programs. ❑ Educate the public and policy makers about infrastructure and financing for it.
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CORE VALUES

<p>Affordability</p> <ul style="list-style-type: none"> ❑ The Board is committed to providing affordable infrastructure financing. ❑ Local governments and communities are able to construct, repair, replace, and rehabilitate their infrastructure systems through our low-cost programs. 	<p>Responsiveness</p> <ul style="list-style-type: none"> ❑ The Board is responsive to our clients, stakeholders, state officials, and public by providing fair and equitable access to a simple-to-use, flexible, and stable source of funds for local infrastructure projects. ❑ We value respectful communication and customer service with all of our partners.
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MEMBERSHIP

- 13 member Governor appointed Board
 - 3 Special Purpose District Representatives
 - 3 City Representatives
 - 3 County Representatives
 - 4 General Public Representatives

PUBLIC WORKS ASSISTANCE ACCOUNT (PWAA)

The PWAA, formerly known as the public works trust fund, provides low interest loans to finance locally driven critical infrastructure projects that address:

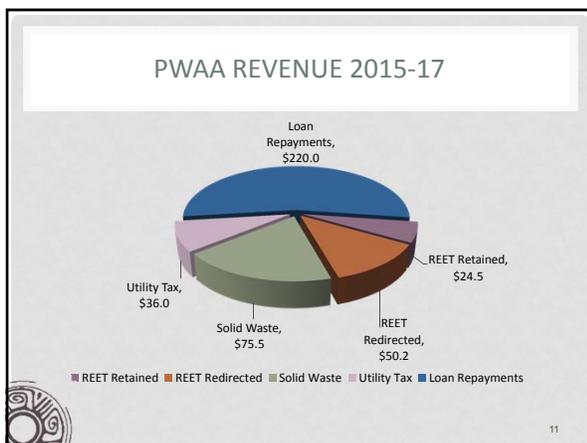
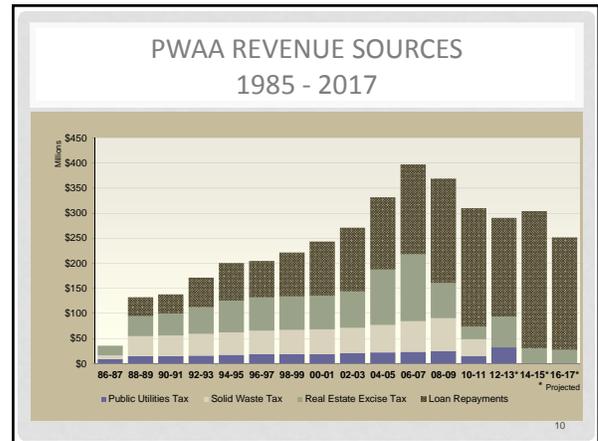
- Public Health and Safety
- Environmental Health
- System Performance
- Economic Development & Growth

It does this through four individual loan programs:

- Construction
- Pre-Construction
- Emergency
- Planning

PUBLIC WORKS ASSISTANCE ACCOUNT (PWAA)

- Self sustaining revolving loan fund
- Seeded with \$17 million in 1985
- 1,900 Loans in 29 years
- \$2.8 Billion Portfolio
- No Defaults



CURRENT OPEN CONTRACTS

Program	# of Active Contracts*	Value of Contracts
Public Works Board Loans/Grants (PWB)	1,195	\$2.476 B
Drinking Water State Revolving Fund (DWSRF) Federal Loan Program	445	\$548.9 M
Proviso Grants		\$91 M
Total	1,679	\$3.03 B

* Active: contracts that require management due to being under construction or in loan repayment status.

FOR FUNDING ELIGIBLE...

Applicants	Infrastructure Systems
<ul style="list-style-type: none"> <input type="checkbox"/> Special Purpose Districts and Public Utility Districts <ul style="list-style-type: none"> > <i>Port and School Districts specifically excluded</i> <input type="checkbox"/> Cities <input type="checkbox"/> Counties 	<ul style="list-style-type: none"> <input type="checkbox"/> Domestic Water <input type="checkbox"/> Sanitary Sewer <input type="checkbox"/> Storm Sewer <input type="checkbox"/> Roads <input type="checkbox"/> Bridges <input type="checkbox"/> Solid Waste/Recycling

13

CONSTRUCTION LOAN PROGRAM

Annual Cycle – Very Competitive – 1 in 2 get funded

Terms for Fiscal Year 2016 Construction Loans:

Applications:	Due GPM May 16, 2014		
Loan Limit:	\$7,000,000 per jurisdiction per biennium		
Loan Rates/Terms:	Non-Distressed Communities -		Rate
	Term		
	5 years or less		1.28%
	5 – 20 years		2.55%
	Distressed Communities -		
		Rate Based System:	Non-Rate Based System
Rate	Term	Affordability Index:	Debt Service Coverage Ratio:
1.70%	Up to 25 years*	1.51% to 2.5%	1.01 to 2%
1.28%	Up to 30 years*	2.51% or higher	1% or less
Local Match Funding: None		Scoring: Maximum 100 points	

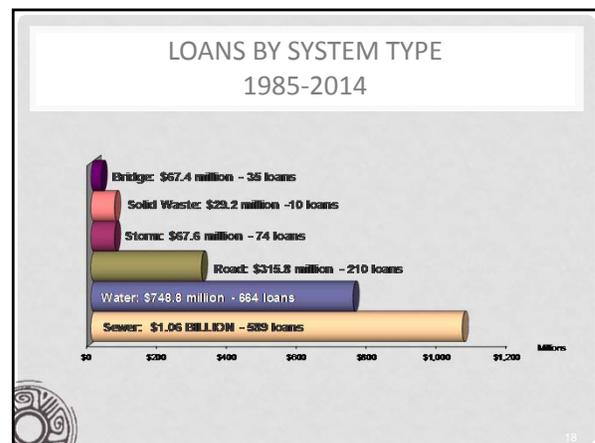
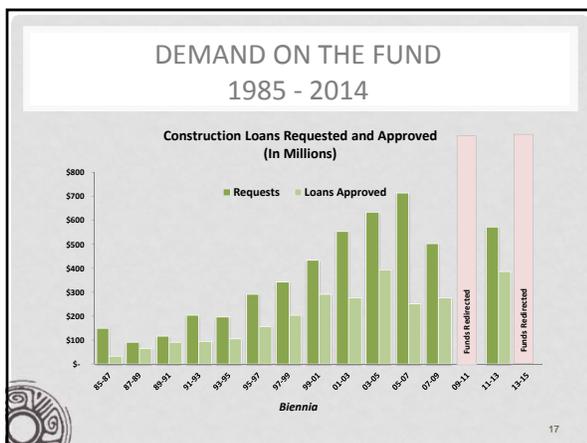
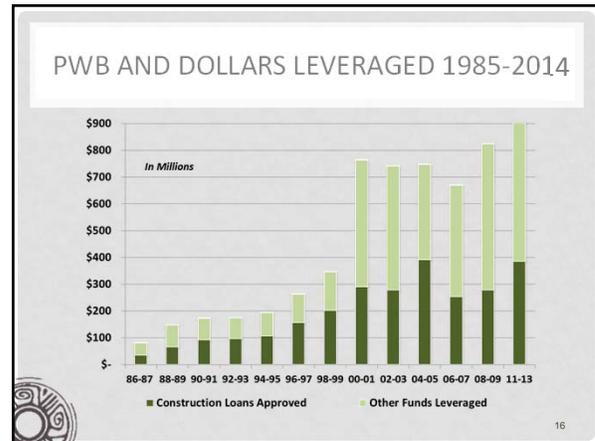
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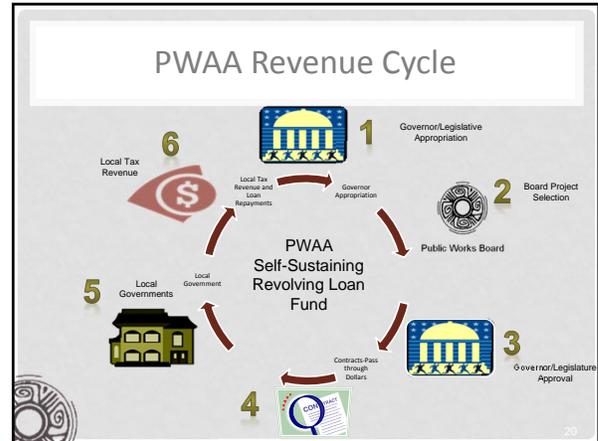
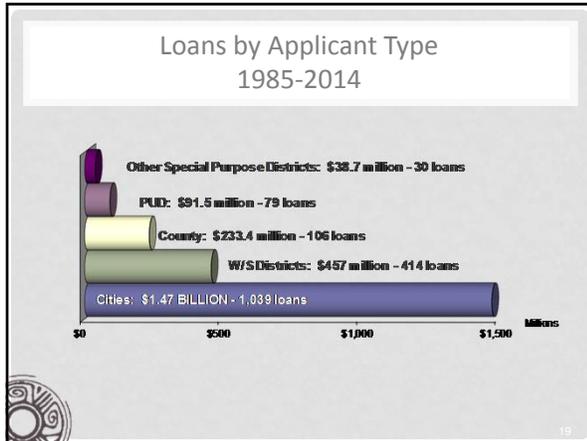
EMERGENCY LOAN PROGRAM

- Monthly Application Cycle
- Standard Loan Terms:
 - \$500,000 loan limit
 - 20-year term
 - Local match not required, but encouraged
 - Interest rate 3%
 - 12 month (1 year) project completion time period

**There have been no Emergency loans for several years.*

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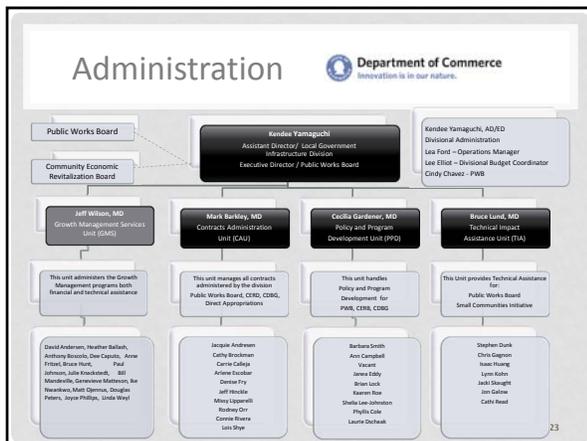
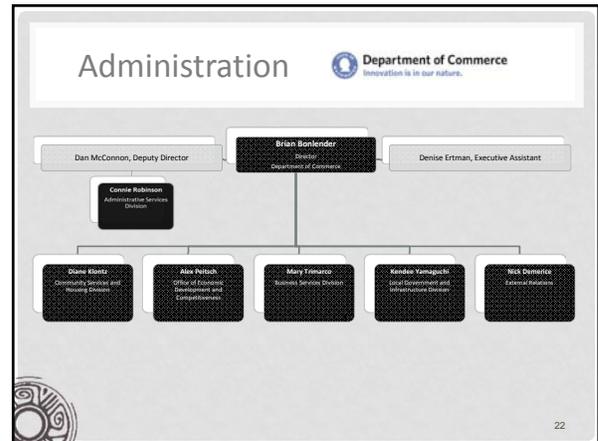




Administration

Department of Commerce
Innovation is in our nature.

- The Public Works Board receives administrative support from the Department of Commerce. (RCW 43.155.030(3))
- Administrative Staff to the Board is located in the Local Government and Infrastructure Division.



LOW ADMINISTRATION/HIGH OUTPUT

- The Board receives two appropriations from the PWAA:
 - Capital for loans
 - Operating
- Historically, the Board has been at less than one percent admin

Biennium	Admin	Operating % of capital	Capital \$	# Contracts
1989-1991	\$ 809,000	0.012	\$ 69,455,505	127
1991-1993	\$ 1,022,000	0.010	\$ 102,839,519	125
1993-1995	\$ 1,188,228	0.012	\$ 98,191,758	144
1995-1997	\$ 1,166,000	0.007	\$ 156,943,000	218
1997-1999	\$ 2,223,000	0.012	\$ 186,290,000	154
1999-2001	\$ 2,124,000	0.011	\$ 199,587,762	147
2001-2003	\$ 1,911,000	0.005	\$ 373,114,945	212
2003-2005	\$ 2,103,100	0.007	\$ 311,466,473	107
2005-2007	\$ 3,430,000	0.010	\$ 336,705,993	115
2007-2009	\$ 2,977,000	0.009	\$ 349,025,260	71
2009-2011	\$ 2,990,000	-	FUND REDIRECTED	
2011-2013	\$ 2,738,000	0.006	\$ 485,781,000	83
2013-2015	\$ 3,036,000	-	FUND REDIRECTED	
2015-2017	TBD	TBD	TBD	TBD

OTHER FUNDING SOURCES

- PWAA is not the only operating funding source
 - DWSRF administration
 - Direct appropriation projects with a 3% administration fee
 - Special programs/projects
 - Other programs that some staff oversee (CERB, CDBG)



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BREAKOUT OF STAFF FUNDING

Staff	PWAA	DWSRF	DA	CERB	CDBG	Other
Kendee Yamaguchi	✗	✗		✗	✗	✗
Ann Campbell	✗			✗		✗
Cindy Chavez	✗	✗	✗			✗
Mike Copeland		✗				
Steve Dunk	✗	✗				
Chris Gagnon			✗			
Cecilia Gardener	✗	✗		✗	✗	✗
Isaac Huang	✗					
Lynn Kohn	✗					
Bruce Lund	✗	✗				
Jacki Skaught	✗					
Barbara Smith	✗	✗	✗	✗		✗

* Other staff (CAU and agency admin) draw admin \$ from PWAA, but are not staff that the board traditionally thinks of as dedicated program staff.

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INFRASTRUCTURE FINANCING UNIVERSE

- Where does to Board fit into the Infrastructure Financing Universe:

Program	Loan	Grant	Water	Sewer	Storm	Bridge/Road	Solid Waste/Recycling
PWB	✗	✗	✗	✗	✗	✗	✗
DOH	✗	✗	✗				
ECY	✗	✗		✗	✗		✗
TIB		✗				✗	
CRAB		✗				✗	
USDA	✗	✗	✗	✗	✗	✗	



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DATE: July 16, 2014
TO: Public Works Board
FROM: Cecilia Gardener, Policy and Program Development, Managing Director
SUBJECT: 2016 PWAA Construction Loan List

As part of the consideration on the 2016 PWAA Construction Loan list, there are four elements that will need to be addressed:

1. Staff recommendation on communities impacted by the eastern Washington forest fires. (Action Item)
2. Recusals Process (Action Item)
3. Identify the Priority of ranking elements (Action Item)
4. Identify the amount of resources to allocate to the 2016 PWAA Construction Loan list (Action Item)

Element 1:

How to assist and take into consideration the communities impacted by the forest fires in eastern Washington.

On July 15, 2014, the Lt. Governor issued a proclamation (14-04) identifying a state of emergency for counties impacted by the extremely dry season, and forest fires. Those counties include:

- | | | |
|---|---|--|
| <ul style="list-style-type: none">• Adams• Asotin• Benton• Chelan• Columbia• Douglas• Ferry | <ul style="list-style-type: none">• Franklin• Garfield• Grant• Kittitas• Klickitat• Lincoln• Okanogan | <ul style="list-style-type: none">• Pend Oreille• Spokane• Stevens• Walla Walla• Whitman, and• Yakima |
|---|---|--|

These communities have been hard hit, and will probably continue for the remainder of the forest fire season. They are experiencing extreme loses both for individual residents, and the local governments trying to keep basic services up and running. Currently the Board does not have any “Emergency” resources available, but staff would like the Board to consider other ways to assist these hard hit communities.

STAFF RECOMMENDATION

1. That any project on the 2016 PWAA Construction loan list that is in one of these counties be allocated a balancing factor of “severe fiscal distress” for consideration in the deliberation of the loan list.
2. That any project that is ultimately funded on the PWAA Construction loan list be given an interest rate of 1.7% which is the equivalent of what a distressed community with a high Affordability Index would receive.

Element 2: Board member recusals

Staff has developed a new way the Board will view the loan list. This model was presented to the AAG (Kathryn Wyatt) for review and approval. Kathryn approved the process. It will allow for a very crisp recusal process, without compromising quorum. This process will lead to a very clean decision, by utilizing a blind model. The process will be as follows:

1. A list of all of the projects will be presented to the Board with only the following information included:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Total Score • Effort Score • Need Score • Ready to Proceed Score • Category Score • Puget Sound Partnership • E/W • Loan Request | <ul style="list-style-type: none"> • Cumulative total • System Type • % of population served • Fiscal Disaster • Construction Start Date • DOH Comments • ECY Comments |
|---|---|

There will be no elements that can identify specific projects (Jurisdiction name, project name, county, etc.) This way the Board will be making decisions on policy, and those policy decisions will generate the final list. See the sample below.

TOTAL SCORE (100)	EFFORT (40)														NEED (60)				R2P (19)				CATEGORY (8)				Sum of PSP preference points (3)				East / West				Loan Request				Cumulative Loan Request Total % of Project Funded by PWB Loan				Client Type				System Type				% of population impacted				UE Rate As of 7/28/14 Statewide = 5.8% (Seas. Adj)				Fiscal Disaster				Const. Start Date				Can't Fund (DOH)				Low Score (DOH)				Can Fund (DOH)				DOH Comments				Can't Fund (ECY)				Low Score (ECY)				Can Fund (ECY)				ECY Comments			
	86	35	51	17	6	SAMPLE														X				Eligible for funding. Did not apply Fall 2014.																																																																										
85	25	60	8	8	W	\$ 5,000,000	29%	City	Drinking Water	100%	6.3%	No	09/2015	X	DOH Partially funded;																																																																																			

Board member Recusals will be called into the Record as follows:

Stan Finkelstein, Chair	No affiliations
JC Baldwin, Vice Chair	City of Wenatchee, Storm System Rehabilitation City of Wenatchee, Street Pavement Preservation
Jerry Cummins:	City of Walla Walla, AMI Water Meter Replacement City of Westport, Citywide Chip Seal Resurfacing Program City of Westport, South Well field – Deep Well City of Westport, Sewage Pump Station Control Panel Upgrades City of Westport, Sewage Pump Station #11 Upgrade
Ed Hildreth	City of Tumwater, Kirsop Road Grade Modification and reconstruction
Diane Pottinger	City of Bellevue City of Lake Forest Park
Lisa Wellman	No affiliations
Pam Carter	No affiliations

Bubba Scott	No affiliations
Mary Margaret Haugen	
Matt Rasmussen	No affiliations
Scott Hutsell	No affiliations
Ted Carlson	City of Bellingham, Cornwall Avenue Landfill

Staff will request any additions from the Board, make note of them, and move forward.

Element 3: Identify the Priority of ranking elements

Each application has been reviewed and scored by several distinct elements. The task before the Board today it to identify which elements to use and in what priority order. The elements to consider are:

- Total Score (a combined score of all elements listed below)
- Effort Score (Score based on the local governments management of the system)
- Need Score (Score based on the urgency of the project)
- Ready to Proceed Score (Score based on how quickly the project can start and be completed)
- Project Category (Score based on the volume of residents impacted)

Action needed- Prioritize the above elements

Element 4: Identify amount of resources to allocate to the 2016 PWAA Construction Loan list

In January, staff identified a total of \$200 million (maximum) amount that would be available for the coming biennium for loans. This would have been broken out into \$175 for Construction loans and \$25 million for Pre-Construction loans. That \$200 million is made up of:

1. Loan Repayments:
2. REET – 2%:

Staff has reviewed the PWAA predictive model to see the impacts on the fund for this maximum amount. Below are two images showing the impact on the Fund.

Maximum amount of \$175 million Construction with \$25 for Pre-Construction	Reduced amount of \$84 million Construction with \$25 for Pre-Construction
---	--

Month	Year	FY	FUND 058 Beginning Cash Balance	FUND 058 Historical Beginning Cash Balance	Month	Year	FY	FUND 058 Beginning Cash Balance	FUND 058 Historical Beginning Cash Balance
			(Treas. Mgt. System) End of the Prev. mo. data	Projections				(Treas. Mgt. System) End of the Prev. mo. data	Projections
July	15	16	2,380,793	\$2,380,793	July	15	16	2,380,793	\$2,380,793
August	15	16	(13,772,729)	(\$13,772,729)	August	15	16	(13,772,729)	(\$13,772,729)
September	15	16	(21,654,369)	(\$21,654,369)	September	15	16	(21,654,369)	(\$21,654,369)
October	15	16	(27,915,264)	(\$27,915,264)	October	15	16	(27,249,671)	(\$27,249,671)
November	15	16	(33,331,279)	(\$33,331,279)	November	15	16	(31,959,584)	(\$31,959,584)
December	15	16	(39,685,619)	(\$39,685,619)	December	15	16	(37,152,422)	(\$37,152,422)
January	16	16	(44,226,036)	(\$44,226,036)	January	16	16	(41,411,694)	(\$41,411,694)
February	16	16	(50,740,933)	(\$50,740,933)	February	16	16	(46,687,165)	(\$46,687,165)
March	16	16	(59,900,830)	(\$59,900,830)	March	16	16	(55,426,764)	(\$55,426,764)
April	16	16	(71,377,682)	(\$71,377,682)	April	16	16	(63,497,130)	(\$63,497,130)
May	16	16	(75,114,856)	(\$75,114,856)	May	16	16	(67,159,732)	(\$67,159,732)
June	16	16	(67,672,748)	(\$67,672,748)	June	16	16	(56,664,162)	(\$56,664,162)
July	16	17	16,048,516	\$16,048,516	July	16	17	27,905,615	\$27,905,615
August	16	17	(196,290)	(\$196,290)	August	16	17	13,683,592	\$13,683,592
September	16	17	(6,441,915)	(\$6,441,915)	September	16	17	8,631,400	\$8,631,400
October	16	17	(11,991,329)	(\$11,991,329)	October	16	17	4,308,189	\$4,308,189
November	16	17	(20,437,766)	(\$20,437,766)	November	16	17	(1,147,011)	(\$1,147,011)
December	16	17	(26,686,040)	(\$26,686,040)	December	16	17	(5,380,678)	(\$5,380,678)
January	17	17	(33,598,994)	(\$33,598,994)	January	17	17	(9,897,743)	(\$9,897,743)
February	17	17	(42,828,215)	(\$42,828,215)	February	17	17	(17,662,688)	(\$17,662,688)
March	17	17	(50,128,947)	(\$50,128,947)	March	17	17	(21,916,257)	(\$21,916,257)
April	17	17	(57,883,106)	(\$57,883,106)	April	17	17	(26,634,795)	(\$26,634,795)
May	17	17	(60,141,900)	(\$60,141,900)	May	17	17	(28,302,923)	(\$28,302,923)
June	17	17	(51,172,161)	(\$51,172,161)	June	17	17	(17,023,176)	(\$17,023,176)
July	17	18	27,005,559	\$27,005,559	July	17	18	64,404,358	\$64,404,358
August	17	18	12,242,924	\$12,242,924	August	17	18	52,542,110	\$52,542,110
September	17	18	8,986,497	\$8,986,497	September	17	18	50,593,788	\$50,593,788
October	17	18	2,295,795	\$2,295,795	October	17	18	46,096,456	\$46,096,456
November	17	18	(6,147,664)	(\$6,147,664)	November	17	18	40,565,446	\$40,565,446
December	17	18	(13,085,680)	(\$13,085,680)	December	17	18	35,717,824	\$35,717,824
January	18	18	(18,448,076)	(\$18,448,076)	January	18	18	31,958,283	\$31,958,283
February	18	18	(24,032,660)	(\$24,032,660)	February	18	18	27,814,722	\$27,814,722
March	18	18	(28,628,418)	(\$28,628,418)	March	18	18	24,388,507	\$24,388,507
April	18	18	(35,143,935)	(\$35,143,935)	April	18	18	18,916,242	\$18,916,242
May	18	18	(37,778,737)	(\$37,778,737)	May	18	18	16,749,440	\$16,749,440
June	18	18	(23,101,465)	(\$23,101,465)	June	18	18	31,689,730	\$31,689,730
July	18	19	47,882,867	\$47,882,867	July	18	19	101,978,066	\$101,978,066
August	18	19	37,803,584	\$37,803,584	August	18	19	93,536,784	\$93,536,784
September	18	19	36,130,466	\$36,130,466	September	18	19	93,618,666	\$93,618,666
October	18	19	33,402,153	\$33,402,153	October	18	19	92,273,293	\$92,273,293
November	18	19	29,488,693	\$29,488,693	November	18	19	89,646,832	\$89,646,832
December	18	19	26,400,434	\$26,400,434	December	18	19	87,845,573	\$87,845,573
January	19	19	24,215,774	\$24,215,774	January	19	19	86,947,914	\$86,947,914
February	19	19	21,723,436	\$21,723,436	February	19	19	85,742,576	\$85,742,576
March	19	19	19,151,917	\$19,151,917	March	19	19	84,458,057	\$84,458,057
April	19	19	13,296,593	\$13,296,593	April	19	19	79,889,733	\$79,889,733
May	19	19	13,641,168	\$13,641,168	May	19	19	81,142,228	\$81,142,228
June	19	19	29,212,027	\$29,212,027	June	19	19	96,968,617	\$96,968,617
July	19	20	99,962,764	\$99,962,764	July	19	20	166,104,292	\$166,104,292

* Each image assumes that there are loan lists in the out years.

STAFF RECOMMENDATION:

There are two elements that staff based recommendations on:

1. Scores of the projects.

Based on the majority of the critical water and sewer projects being picked up by Ecology and Health SRF programs, the projects on this list are more “repair and replace”. These are critical projects in that they are being done to prevent public health and safety issues. With that in mind, staff is recommending not going below a score of 60.

2. Staff is recommending a more conservative approach to the amount to utilize for the 2016 Construction Loan list - \$84 million. This will allow the fund to recoup from the recent redirection of resources in both cash and revenue.

Element 5: Final Ranked List

Based on Board decisions on the previous four elements, staff will present the list for Board review.

Column Titles: Correlation to Legislative Directives

TITLE	Used for:
Total Score (100 points)	Cumulative score comprised of Need, Effort, and the sub categories within: Category , Readiness to Proceed , and Puget Sound Partnership . [RCW 43.155.070(5)(a)(x)(A-H)]
Effort (40 points)	Cumulative score consisting of sub categories that measure the applicant's fiscal management, prior capital project accomplishments, planning management, and sustainability efforts. [RCW 43.155.070(5)(a)(v) and (viii)]
Need (60 points)	Cumulative score consisting of sub categories that measure the severity of the issue that the project is supposed to resolve (or the opportunity that the project is supposed to develop) and the Category of project (size of impact to community) [RCW 43.155.070(5)(a)(i)]
R2P (19 points)	Readiness to Proceed; This is an attempt to identify which projects are "shovel ready". The responses to these questions are as of "time of application," which was May 16, 2014. Construction loan funding will not be available until July 1, 2015, at the earliest. Applicants with high R2P scores either are already started on a multi-phased project; or the majority of the questions asked in this section are not applicable to the project due to it being something not requiring a lot of earth moving (e.g., metering). [RCW 43.155.070(5)(a)(iii)]
CATEGORY (8)	The system part affected by the project (treatment, storage, trunk lines, telemetry, etc.). Water treatment will impact everyone on the system, so it scores high. Transmission mains will impact a portion of the overall system, so that scores lower. This is one application component that identifies "Whether the project is critical in nature and would affect the health and safety of a great number of citizens" [RCW 43.155.070(5)(a)(i)]
Sum of PSP preference points (3)	<i>FOR USE ONLY AS A TIE BREAKER.</i> This figure is the total of all Puget Sound Partnership preference points. All projects promote a cleaner Puget Sound, so everyone automatically gets 1 point. Additional points are awarded if the project is in the Action Agenda and if the applicant is a Puget Sound Champion; for a total of 3 possible points. THIS ONLY APPLIES TO sewer, storm, and solid waste projects in the counties that border the Puget Sound including the Straits of Juan de Fuca.
East/West	East indicates projects in counties EAST of the Cascades; West indicates projects in counties WEST of the Cascades. [RCW 43.155.070(5)(a)(ix)]
Loan Request	The amount of money for which applicants seek funding. Maximum amount of \$7 million. No minimum. [RCW 43.155.070(5)(b)]
Cumulative Loan Request	This is the running total amount of the loan funds requested. It is used by the Board to ensure the maximum number of projects can be funded without overspending.
% of Project Funded by PWB Loan	This percentage reflects how much of the Total Project Cost is being asked for in PWB loan funds. 100% indicates the entire loan request equals the entire project cost. Any amount less than 100% indicates that PWB funds are being paired with other funding sources. [RCW 43.155.070(5)(a)(ii)]

Client Type	Type of client requesting funding.
System Type	Dominant system for which funding is being sought.
% of population impacted	Percentage reflects the applicant's assessment of how many of their clients will be impacted by the project. [RCW 43.155.070(5)(a)(i)]
UE Rate as of 7/28/14	This is the applicant's county unemployment rate for June 2014, the most recent month published by Employment Security Department. July's rates will be published at the end of August. Applicants with rates HIGHER than the statewide average are highlighted in purple. [RCW 43.155.070(5)(a)(iv)]
Fiscal Disaster	Applicants self-identified any natural disaster or emergency public works needs suffered within the last year <i>as of May 16, 2014</i> , the application due date. By direction of the Board's Executive Committee, those applicants in counties devastated by wildfires (as listed on Governor Inslee's' eastern Washington emergency orders) are identified as having such a disaster. This impacts projects in Adams, Benton, Chelan, Grant, Okanogan, Spokane, Walla Walla, and Yakima counties).
Const. Start Date	Applicants' self-identified month and year on which construction of the project will start [RCW 43.155.070(5)(a)(iii)]
Can't Fund (DOH)	Per Karen Klocke, Infrastructure Finance Lead with the Department of Health Office of Drinking Water, projects with an "X" in this box are ineligible for DWSRF funding.
Low Score (DOH)	Per Ms. Klocke, these projects probably wouldn't score high enough to get funded. HOWEVER , the fundability would be dependent upon the amount of money available to lend AND the competing projects. If there's not much competition, these projects <i>could</i> be funded.
Can Fund (DOH)	Per Ms. Klocke, these projects are eligible for DWSRF funding programs.
DOH Comments	Ms. Klocke's clarifying comments on the earlier columns' information are entered here. [RCW 43.155.070(14)(a)]
Can't Fund (ECY)	Per Dave Dunn, Engineer with Department of Ecology's Water Quality Financial Management Section, projects with an "X" in this box are ineligible for CWSRF funding.
Low Score (ECY)	Per Mr. Dunn, these projects probably wouldn't score high enough to get funded. HOWEVER , the fundability would be dependent upon the amount of money available to lend AND the competing projects. If there's not much competition, these projects <i>could</i> be funded.
Can Fund (ECY)	Per Mr. Dunn, these projects are eligible for CWSRF funding programs.
ECY Comments	Mr. Dunn's clarifying comments on the earlier columns' information are entered here. [RCW 43.155.070(14)(a)]

TOTAL SCORE (100)	EFFORT (40)	NEED (60)	R2P (19)	CATEGORY (8)	Sum of PSP preference points (3)	East / West	Loan Request	Cumulative Loan Request Total	% of Proj Funded by PWB	Client Type	System Type	% of pop. Impacted	UE Rate As of 7/28/14 Statewide = 5.8% (Seas. Adj)	Fiscal Disaster	Const. Start Date	Can't Fund (DOH)	Low Score (DOH)	Can Fund (DOH)	DOH Comments	Can't Fund (ECY)	Low Score (ECY)	Can Fund (ECY)	ECY Comments	
26	18	8	4	2		W	\$ 865,000	\$ 865,000	100%	City	Street	100%	4.7%	No	05/2015									
41	15	26	4	6		W	\$ 677,000	\$ 1,542,000	100%	City	Drinking Water	100%	8.5%	No	06/2016			X	Didn't apply to DWSRF; Fundable					
37	13	24	5	4		W	\$ 436,000	\$ 1,978,000	100%	City	Sanitary Sewer	5%	8.5%	No	06/2016							X	Eligible for funding. Did not apply Fall 2014.	
37	16	21	8	1		W	\$ 238,310	\$ 2,216,310	100%	City	Sanitary Sewer	30%	8.5%	No	04/2016							X	Eligible for funding. Did not apply Fall 2014.	
36.5	13.5	23	4	1		W	\$ 280,400	\$ 2,496,710	100%	City	Street	40%	8.5%	No	07/2016									
38	16	22	4	8		E	\$ 1,000,000	\$ 3,496,710	100%	City	Drinking Water	100%	5.7%	FIRE	07/2016			X	Need to update WSP.					
67.5	32.5	35	16	8		E	\$ 1,762,000	\$ 5,258,710	100%	City	Storm Water	100%	4.5%	FIRE	08/2015							X	Eligible for funding. Did not apply Fall 2014.	
31.5	8.5	23	2	6		E	\$ 4,500,000	\$ 9,758,710	69%	City	Street	100%	4.5%	FIRE	07/2015									
53	33	20	15	8		W	\$ 7,000,000	\$ 16,758,710	44%	City	Sanitary Sewer	98%	6.4%	No	09/2014							X	Applied to Fall 2014 ≠ threshold; ECY prct = \$13.45M ≠ \$16M	
64.5	13.5	51	6	6		E	\$ 1,800,000	\$ 18,558,710	42%	City	Drinking Water	100%	5.7%	FIRE	07/2014			X	Didn't apply to DWSRF; Partially Fundable.					
62.5	31.5	31	13	1		E	\$ 5,926,746	\$ 24,485,456	100%	City	Drinking Water	100%	4.8%	FIRE	04/2016	X			Stand alone metering					
55	13	42	0	8		E	\$ 600,000	\$ 25,085,456	34%	City	Bridge	100%	4.8%	City well failed; main st leaks	07/2017									
45	19	26	3	2		W	\$ 1,600,000	\$ 26,685,456	92%	City	Street	5%	5.2%	No	06/2016									
45.5	24.5	21	12	1		W	\$ 3,131,000	\$ 29,816,456	57%	City	Drinking Water	100%	4.7%	No	03/2016			X	Didn't apply to DWSRF; Partially Fundable.					
50.5	23.5	27	7	6		E	\$ 1,000,000	\$ 30,816,456	100%	City	Sanitary Sewer	100%	6.2%	FIRE	04/2016							X	Eligible for funding. Did not apply Fall 2014. Offrd \$ for Gen Swr Pln	
45.5	34.5	11	19	1		W	\$ 122,850	\$ 30,939,306	100%	PUD	Drinking Water	95%	5.2%	No	07/2015	X			Stand alone metering					
44.5	23.5	21	8	1		W	\$ 202,312	\$ 31,141,618	100%	PUD	Drinking Water	65%	5.2%	No	05/2016			X	Applicant declined DWSRF offer due to Buy American & other fed req.					
59.5	28.5	31	15	1		W	\$ 325,000	\$ 31,466,618	100%	W/S Dist	Drinking Water	100%	6.7%	No	12/2016	X			Stand alone metering					
43.5	25.5	18	11	1		E	\$ 4,460,000	\$ 35,926,618	57%	City	Drinking Water	100%	5.6%	FIRE	06/2015			X	DOH Partially funded;					
42.5	24.5	18	11	1		E	\$ 4,128,000	\$ 40,054,618	43%	City	Drinking Water	100%	5.6%	FIRE	3/2017			X	DOH Partially funded;					
49	25	24	12	4	1	W	\$ 1,730,000	\$ 41,784,618	79%	W/S Dist	Sanitary Sewer	5%	4.7%	No	06/2015							X	Eligible for funding. Did not apply Fall 2014.	
35	17	18	4	1		W	\$ 1,500,000	\$ 43,284,618	100%	City	Drinking Water	100%	4.7%	No	08/2015			X	Didn't apply to DWSRF; Fundable					
52	24	28	7	6	1	W	\$ 4,121,575	\$ 47,406,193	90%	W/S Dist	Sanitary Sewer	4%	4.7%	No	04/2015							X	Eligible for funding. Did not apply Fall 2014.	
51	21	30	4	1		W	\$ 2,874,000	\$ 50,280,193	100%	W/S Dist	Drinking Water	20%	4.7%	No	07/2015			X	Applied 2014 PWTF & 2013F; no \$ either time					
63.5	25.5	38	12	8	1	W	\$ 4,398,000	\$ 54,678,193	36%	W/S Dist	Sanitary Sewer	82%	5.1%	No	02/2014							X	Eligible for funding. Did not apply Fall 2014.	
42	21	21	5	4	1	W	\$ 4,255,195	\$ 58,933,388	88%	City	Storm Water	100%	4.7%	No	08/2019							X	Eligible for funding. Did not apply Fall 2014.	
50	16	34	3	8	1	W	\$ 3,385,000	\$ 62,318,388	100%	City	Storm Water	1%	4.7%	No	05/2016							X	Eligible for funding. Did not apply Fall 2014.	
37.5	19.5	18	7	1		E	\$ 500,000	\$ 62,818,388	100%	City	Drinking Water	100%	5.7%	FIRE	03/2016			X	Didn't apply to DWSRF; Fundable					
48	27	21	13	2		W	\$ 2,153,000	\$ 64,971,388	100%	City	Drinking Water	100%	6.4%	No	04/2015			X	Applied 2014 PWTF & 2013F; no \$ either time					
50	19	31	8	8		W	\$ 7,000,000	\$ 71,971,388	27%	City	Street	40%	4.7%	No	09/2015									

TOTAL SCORE (100)	EFFORT (40)	NEED (60)	R2P (19)	CATEGORY (8)	Sum of PSP preference points (3)	East / West	Loan Request	Cumulative Loan Request Total	% of Proj Funded by PWB	Client Type	System Type	% of pop. Impacted	UE Rate As of 7/28/14 Statewide = 5.8% (Seas. Adj)	Fiscal Disaster	Const. Start Date	Can't Fund (DOH)	Low Score (DOH)	Can Fund (DOH)	DOH Comments	Can't Fund (ECY)	Low Score (ECY)	Can Fund (ECY)	ECY Comments	
39.5	18.5	21	4	1		W	\$ 2,472,931	\$ 176,572,412	88%	City	Street	100%	7.1%	No	09/2014									
55.5	24.5	31	7	1		W	\$ 1,257,900	\$ 177,830,312	100%	City	Drinking Water	9%	7.3%	No	03/2016		X		Applied 2014 PWTF & 2013F; no \$ either time					
40.5	21.5	19	4	1		W	\$ 1,751,200	\$ 179,581,512	100%	City	Drinking Water	100%	7.3%	No	08/2016	X			Stand alone metering					
47	26	21	10	1		W	\$ 745,000	\$ 180,326,512	91%	City	Street	6%	6.0%	No	07/2015									
71	25	46	7	6	1	W	\$ 1,600,000	\$ 181,926,512	88%	City	Sanitary Sewer	20%	5.2%	No	05/2016							X	Eligible for funding. Did not apply Fall 2014.	
60	27	33	8	4	1	W	\$ 3,800,000	\$ 185,726,512	90%	City	Sanitary Sewer	20%	5.2%	No	05/2016							X	Eligible for funding. Did not apply Fall 2014.	
45.5	18.5	27	4	1	2	W	\$ 300,000	\$ 186,026,512	100%	City	Storm Water	60%	5.2%	No	07/2015					X				Ineligible for funding
42	29	13	11	1		W	\$ 300,000	\$ 186,326,512	100%	City	Drinking Water	3%	5.2%	No	11/2015			X	Didn't apply to DWSRF; Fundable					
66.5	28.5	38	12	8	1	W	\$ 7,000,000	\$ 193,326,512	9%	City	Sanitary Sewer	100%	5.1%	No	02/2014							X	Eligible for funding. Did not apply Fall 2014.	
56	23	33	6	8		W	\$ 1,500,000	\$ 194,826,512	42%	City	Street	100%	4.7%	No	10/2015									
27.5	13.5	14	0	1		W	\$ 1,750,000	\$ 196,576,512	95%	City	Drinking Water	100%	4.7%	No	06/2016		X		Applied 2014 PWTF & 2013F; no \$ either time					
54.5	16.5	38	12	8		W	\$ 3,000,000	\$ 199,576,512	37%	City	Street	100%	4.7%	No	12/2015									
50	23	27	6	6		W	\$ 3,235,000	\$ 202,811,512	100%	W/S Dist	Drinking Water	12%	5.1%	No	06/2015		X		Applied 2014 PWTF & 2013F; no \$ either time					
49.5	25.5	24	11	1		W	\$ 1,096,500	\$ 203,908,012	100%	City	Drinking Water	100%	5.9%	No	07/2015		X		Applied 2014 PWTF & 2013F; no \$ either time					
55	18	37	2	6		W	\$ 3,500,000	\$ 207,408,012	97%	W/S Dist	Sanitary Sewer	89%	6.4%	No	03/2016					X	X		May be eligible for LCT. Appears to be a better fit for DMMA.	
42.5	23.5	19	9	8		W	\$ 7,000,000	\$ 214,408,012	100%	PUD	Drinking Water	34%	6.4%	No	06/2016			X	Applicant declined DWSRF offer due to Buy American & other fed req					
54.5	26.5	28	7	8		W	\$ 7,000,000	\$ 221,408,012	30%	County	Street	88%	6.4%	No	12/2016									
56	23	33	7	8		W	\$ 1,900,000	\$ 223,308,012	99%	City	Street	100%	6.4%	No	06/2015									
69	15	54	8	8		W	\$ 5,200,000	\$ 228,508,012	88%	City	Street	100%	6.0%	No	04/2016									
45	9	36	2	6		W	\$ 1,780,000	\$ 230,288,012	95%	City	Street	57%	6.0%	No	04/2017									
44	22	22	9	2		W	\$ 170,000	\$ 230,458,012	85%	City	Drinking Water	16%	4.7%	No	09/2014	X			Wtr tnk repaint. Life extend					
55	18	37	4	6	1	W	\$ 2,500,000	\$ 232,958,012	100%	W/S Dist	Sanitary Sewer	100%	5.2%	No	06/2017							X	Eligible for funding. Did not apply Fall 2014.	
46.5	25.5	21	12	1		W	\$ 1,500,000	\$ 234,458,012	100%	W/S Dist	Drinking	100%	5.2%	No	10/2015	X			Stand alone metering					
76.5	20.5	56	3	8	1	W	\$ 4,000,000	\$ 238,458,012	44%	City	Solid Waste	100%	5.2%	No	09/2015									
46	26	20	11	8		W	\$ 2,100,000	\$ 240,558,012	6%	City	Street	65%	4.7%	No	05/2015									
57	30	27	12	1		W	\$ 7,000,000	\$ 247,558,012	67%	W/S Dist	Drinking	47%	5.1%	No	01/2015			X	Joint wtr & swr. Can fund wtr. Didn't apply 2013F					

TAB 4

**Technical & Impact
Assistance**



Date: July 16, 2014
To: Public Works Board
From: Bruce Lund, Managing Director
Subject: IACC Conference and Staff Involvement

BACKGROUND:

The Infrastructure Assistance Coordinating Council (IACC) Conference will be held from September 30 – October 2nd this year in Wenatchee. The October PWB meeting will be held the afternoon on the last day of the conference at the same conference facility.

This conference is the best opportunity that PWB members and staff have to interact with and assist local government leaders and staff, special purpose district staff and Tribal staff with funding programs and a wide variety of topics germane to infrastructure and project development, maintenance, and system management. All of our RSCs are actively involved in the conference with conference planning, session development, technical assistance team development and participation, presentations, information booth development and participation, IT support and helping with the registration desk at the conference.

The conference brochure will be available at the August 8th Board Meeting

STAFF INVOLVEMENT

All the RSCs will be involved with tech teams either as Lead or as the PWAA representative. The majority of tech teams will take place the first morning of the conference but several will occur during the 3 days of the conference. In addition, RSCs are involved in one way or another with the following conference sessions:

- Technical Assistance Teams – What They Can Do For You
- Budgeting and Capital Facility Planning with Mike Bailey
- Lunch time speakers on Sustainable Infrastructure Development
- Panel on Funding Program Updates

Staff will also provide IT support during the conference, staff the PWB display booth and the registration desk, help with the Awards ceremony and additional tasks as needed.

PWB MEMBER OPPORTUNITIES

Bubba Scott is the presenter for a conference session on Asset Management – thanks Bubba!

In addition to helping with marketing the conference, we'd like to encourage Board members to attend tech team meetings. This is a good way to see how we collaborate with our partner agencies to provide the best mix of funding options for our clients. In addition, if Board members know of communities or special purpose districts that may need help finding funding for a project; this may be an option for them. Scheduling for tech teams fill up fast but there are also opportunities outside the conference for staff to organize a tech team in their area.

The PWB display booth is a good place to meet clients and share information about our programs. The Pybus market evening will be another chance to interact with clients and friends in a casual and fun atmosphere.

TA Committee July 11, 2014 DRAFT meeting notes:

Item:	Summary:
Review and approve Agenda	Approved
Approve June 27, 2014 Meeting Notes	Approved
Trends in small communities as noted by Cathi Read and Jon Galow, SCI	<ul style="list-style-type: none"> • Rates: Issues about reluctance to raise rates and lack of reserves. • Need to educate decision makers about line items in their budgets and having funds in a reserve account, etc. • Difficult to keep operators and to help them maintain their certification. There are 4,000 small water districts and not enough certified operators. Low pay is a big issue. Need for circuit riders? • What is the Role of PUD's? Encourage consolidation and income surveys • May want to condition awarding loans to certain accomplishments in pre-contract (xyz) before awarding any funds. • Wary of over designing and affordability. Evaluate reasonableness. • Need better guidance regarding options between on-site sewer and decentralized wastewater treatment system.
Academy	<ul style="list-style-type: none"> • <i>Prepare draft agenda for Peninsula Academy and plan for August 7 committee meeting.</i> • Ideas for Academy: <ul style="list-style-type: none"> ○ Present best practices for small group discussion. Infrastructure system management, financial management ○ Ensure breakout sessions are affective ○ Roundtable discussions with other partners ○ Make it worthwhile to participants. Personal invitation? ○ Possibly coordinate academies with other agencies workshops.
Adjournment	Next meeting August 7, 2014 2:30



PWB Communications Committee Meeting Notes

7/11/14 – Meeting 6

7:30 AM

Dept Commerce – Cubby Conference Room

Meeting Type: In-Person

Members: √Ed Hildreth, Interim Chair
 √J.C. Baldwin
 √Diane Pottinger
 √Lisa Wellman
 √Rodney Orr
 Ann Campbell
 √Chris Gagnon

AGENDA

- | | |
|--|------|
| 1) Agenda & Meeting Notes: | 7:30 |
| • Review/approve agenda | |
| • Review/approve June 6 meeting notes | |
| 2) Draft communications brochure | 7:35 |
| 3) Newsletter format – consider DOH Water Tap format | 8:00 |
| 4) Communications strategy | 8:15 |
| 5) Next Meeting | 8:25 |
| 6) Adjourn | 8:30 |

Reviewed & Approved Agenda			
Reviewed & Approved 6/6/14 Draft Communications Committee meeting notes			
Discussion:			
Conclusions:			
Action items:	Person responsible:	Deadline:	
Draft Meeting Notes	Chris	July 14	
Communications brochure			
Discussion: Communications Committee was directed by Executive Committee at June 3 meeting to draft a communication piece that provides education and history of PWB for legislators, stakeholders, clients – to present at July 11 meeting. The brochure will be populated once PWB has a recommended funding list.			
Action items:			
Report out on draft brochure	Ed	July 11	
Communications Strategy			
Do we need one? Yes			
What should it cover?			
Action items:	Person responsible:	Deadline:	
Tabled			
Meetings			
Discussion: Schedule next meeting			
Conclusions:			
Action items:	Person responsible:	Deadline:	
Meet August 7 at 2:30	Chris	July	

From: [Jerry Cummins](#)
To: [Smith, Barbara \(COM\)](#)
Subject: Fwd: Thank You
Date: Thursday, July 24, 2014 11:55:08 AM

For your reading pleasure . . .

Jerry Cummins
Mayor, City of Walla Walla
Jcummins@wallawallawa.gov <<mailto:Jcummins@wallawallawa.gov>>

Disclaimer: Public documents and records are available to the public as provided under the Washington State Public Records Act (RCW 42.56). This e-mail may be considered subject to the Public Records Act and may be disclosed to a third-party requestor.

Begin forwarded message:

From: "Beehler, Randy" <Randy.Beehler@yakimawa.gov<<mailto:Randy.Beehler@yakimawa.gov>>>
Date: July 24, 2014 at 11:10:08 AM PDT
To: "jcummins@wallawallawa.gov<<mailto:jcummins@wallawallawa.gov>>"
<jcummins@wallawallawa.gov<<mailto:jcummins@wallawallawa.gov>>>
Subject: Thank You

Mayor Cummins,

Thank you very much for being part of the ribbon cutting ceremony yesterday for the MLK, Jr. Blvd underpass. It was great that you were with us to celebrate the completion of not just the MLK, Jr. Blvd underpass, but the culmination of many years of effort to improve two key thoroughfares in Downtown Yakima. When combined, the MLK, Jr. Blvd underpass and the Lincoln Avenue underpass (completed in 2012) represent the largest public works project in the City of Yakima's history.

We are grateful for the tremendous support we have received from the Public Works Board throughout the building of the two underpasses that now provide improved safety, air quality, and emergency response times. Bringing the MLK, Jr. Blvd underpass and the Lincoln Avenue underpass to fruition was the result of the joint efforts of many people. The City of Yakima is very proud of the coalition of individuals, businesses, and organizations that formed to support the underpasses and remained dedicated to the project from start to finish.

Thank you again for sharing this major accomplishment with us yesterday.

Take care.

Randy Beehler
Communications & Public Affairs Director
City of Yakima, Wa.
Cell – 509-901-1142