



## **City Council Infrastructure Committee** *Building Mukilteo's Future*

Meeting No. 2017-01

January 11, 2017

4:00 PM – 6:00 PM

# **Meeting Notes**

### **Attendees:**

City Councilmembers: Randy Lord (committee chair), Scott Whelpley, Richard Emery,  
Management Services Director: Chris Phillips

Assistant City Engineer: Andrea Swisstack

Planning & Community Development Director: Patricia Love (for item #1a & #1b)

Washington State Dept. of Transportation: Barbara Briggs (for item #1a)

Washington State Ferries: Charlie Torres (for item #1a & #1b),

### **1) WSF Multimodal Project**

**a. Traffic Mitigation Projects & SR 525 Projects** - Barbara from WSDOT and Charlie from WSF continued the conversation regarding conceptual projects for SR525 that were originally presented to the Infrastructure Committee during the October and November 2016 meetings. Since the November meeting, City Staff, WSDOT & WSF have worked on refining the project list into three categories:

- i. Near Term Projects that will be completed as mitigation for the WSF Multimodal Terminal Project.
- ii. Mid-Term Projects that will be designed and constructed by WSDOT pending additional budget appropriation.
- iii. Long-Term Projects that do not have a funding source but are identified as priorities for the City.

The Committee was unanimously supportive of the project lists and recommended bringing a motion forward at the February 6, 2017 City Council meeting to accept the proposed list.

The Committee recommended including photos/drawings to better illustrate proposed projects and including a timeline for completion of the Near Term Project list.

- b. Waterfront Pedestrian Access During Construction** – Charlie from WSF presented the anticipated impacts to the waterfront pedestrian access during the various phases of construction of the Multimodal Terminal Project. The Committee appreciated the thought and effort the design team put into maintaining the pedestrian access as long as possible along the waterfront. The Committee recommended having “storyboards” on site during construction and printed in the Beacon to provide pedestrians information so they can anticipate and understand the phases of the construction. In addition, the Committee asked how WSF is planning to monitor vibration during construction. WSF indicated they would offer pre-inspections for residents/businesses that are concerned about construction vibration. It was recommended that WSF advertise the pre-inspections at the upcoming open house and notify the nearby residents of that service. It was also recommended WSF have vibration meters at locations in Old Town in order to have data in case there are resident concerns during construction. The preliminary pedestrian access plan presented by WSF was very well received and supported unanimously by the Committee.

- 2) Review of 2016 Accomplishments & 2017 Goals** - There was not enough time left in the meeting to review the draft list of 2016 Accomplishments & 2017 Goals. Staff requested the Committee review the list distributed and send any edits to Andrea.

- 3) Upcoming Council Items (added item)** - Andrea stated that all future agendas will have an “Upcoming Council Items” item in order to discuss items that will be coming to full Council in the following month.

- a. Surface Water Utility Annual Update (1/17)** – Andrea distributed the Surface Water Utility Performance Measures & Indicator’s spreadsheet to the Committee. This spreadsheet will be included in the agenda bill for the 1/17 meeting to Council where staff will provide an update on the Surface Water Utility. Overall, the implementation is on-schedule in most areas.
- b. Capital Projects....** – Andrea indicated that there may be upcoming consent agenda items as we start working on the 2017 Capital Projects list and negotiate consultant design contracts.

It was also discussed that in all future meetings the Committee should agenda for the following meeting.

**Next Meeting: Wednesday February 8th from 6:00PM – 8:00 PM at Mukilteo City Hall Executive Conference Room**

**Future Meeting Topics:**

- Fire Station 25 Emergency Generator Update
- Pedestrian Bridge Update
- Facility Renewal
- ADA Ramps

- Sidewalk Gaps – plans for completing missing segments

**Attachments:**

- 1) Presentation from Item 1a
- 2) Presentation from Item 1b
- 3) Draft 2016 Accomplishments & 2017 Goals (item 2)
- 4) Surface Water Utility Performance Measures & Indicators Tracking Sheet (accompanies item 3a)

# SR 525 Traffic Improvements

## **Design Concepts**

Barbara Briggs, WSDOT Northwest Region  
February 11, 2017

# Traffic Improvements

## Near term, low cost concepts

Concept	Elements	Cost (Funding Source)
Relocate northbound ferry lane stop line at 5 <sup>th</sup> St.	<ul style="list-style-type: none"><li>▪ New stop line ~ 25 ft. south of existing location</li><li>▪ New vehicle loop detectors, conduit, and wiring</li><li>▪ New signage: Ferry Traffic Stop Here (with arrow)</li><li>▪ New wide lane line between local and ferry lanes with profiled plastic lane markers</li></ul>	\$10,000 (WSDOT NWR)
Implement Adaptive Signal Control (ASC) system for new signals at ferry terminal and 5 <sup>th</sup> Street	<ul style="list-style-type: none"><li>▪ 2 new signals at ferry terminal include control elements that enable ASC operation and associated communication with remotely located ASC master controller</li><li>▪ Hardware and communication upgrades to signal at 5<sup>th</sup> Street for ASC operation</li></ul>	\$20,000 (Mukilteo Ferry Terminal Project & WSDOT NWR)
Marked crossing at SR 525 and Goat Trail Road	<ul style="list-style-type: none"><li>▪ Rapid Rectangular Flashing Beacon (RRFB) assembly with power source</li><li>▪ Static warning signs at crossing</li><li>▪ High visibility crosswalk markings</li><li>▪ ADA-compliant pedestrian facilities at both sides of crossing including bus stop landing</li><li>▪ Street lighting</li></ul>	\$60,000 (WSF Mitigation)

# Traffic Improvements

## Mid term, medium cost concepts

Concept	Elements	Cost (Funding Source)
5 <sup>th</sup> Street Intersection Improvements	<ul style="list-style-type: none"><li>▪ Reduce size of intersection</li><li>▪ Shortens pedestrian crossing distance</li><li>▪ Replacement of entire signal system</li><li>▪ ADA-compliant pedestrian facilities</li><li>▪ Lane control signing upgrade</li></ul>	\$250,000 (Possible State Appropriation)
Marked crossing at SR 525 and Clover Lane	<ul style="list-style-type: none"><li>▪ RRFB assembly with power source</li><li>▪ Static warning signs at crossing</li><li>▪ Active warning signs upstream of crossing for NB SR 525</li><li>▪ High visibility crosswalk markings</li><li>▪ ADA-compliant pedestrian facilities at both sides of crossing including bus stop landing</li><li>▪ Street lighting</li></ul>	>\$60,000 (Possible State Appropriation)
Marked crossing at SR 525 and 80 <sup>th</sup> Street vicinity	<ul style="list-style-type: none"><li>▪ RRFB assembly with power source</li><li>▪ Static warning signs at crossing</li><li>▪ High visibility crosswalk markings</li><li>▪ ADA-compliant pedestrian facilities at both sides of crossing including bus stop landing</li><li>▪ Street lighting</li></ul>	>\$60,000 (Possible State Appropriation)

# Traffic Improvements

## Long term, high cost concepts

Concept	Elements	Cost (Funding Source)
Goat Trail Road Turn Lanes	<ul style="list-style-type: none"><li>▪ Construct turn lanes for SB→EB and WB→SB traffic.</li><li>▪ Significant walls and grading required</li></ul>	>\$1M (Unknown)
SR 525 Adaptive Signal Control	<ul style="list-style-type: none"><li>▪ Hardware and communication upgrades to the following signals:<ul style="list-style-type: none"><li>▪ 84<sup>th</sup> Street SW</li><li>▪ 92<sup>nd</sup> Street SW</li><li>▪ Paine Field Blvd</li><li>▪ Harbour Pointe Blvd N</li><li>▪ Chennault Beach Road</li><li>▪ QFC</li><li>▪ Harbour Pointe Blvd SW</li><li>▪ Beverly Park Road</li><li>▪ Lincoln Way</li></ul></li></ul>	\$100,000 (Possible State Appropriation)

# Mukilteo Multimodal Project

## Draft Pedestrian Trail Feasibility Study

Charlie Torres, PE  
Project Manager  
January 11<sup>th</sup>, 2017

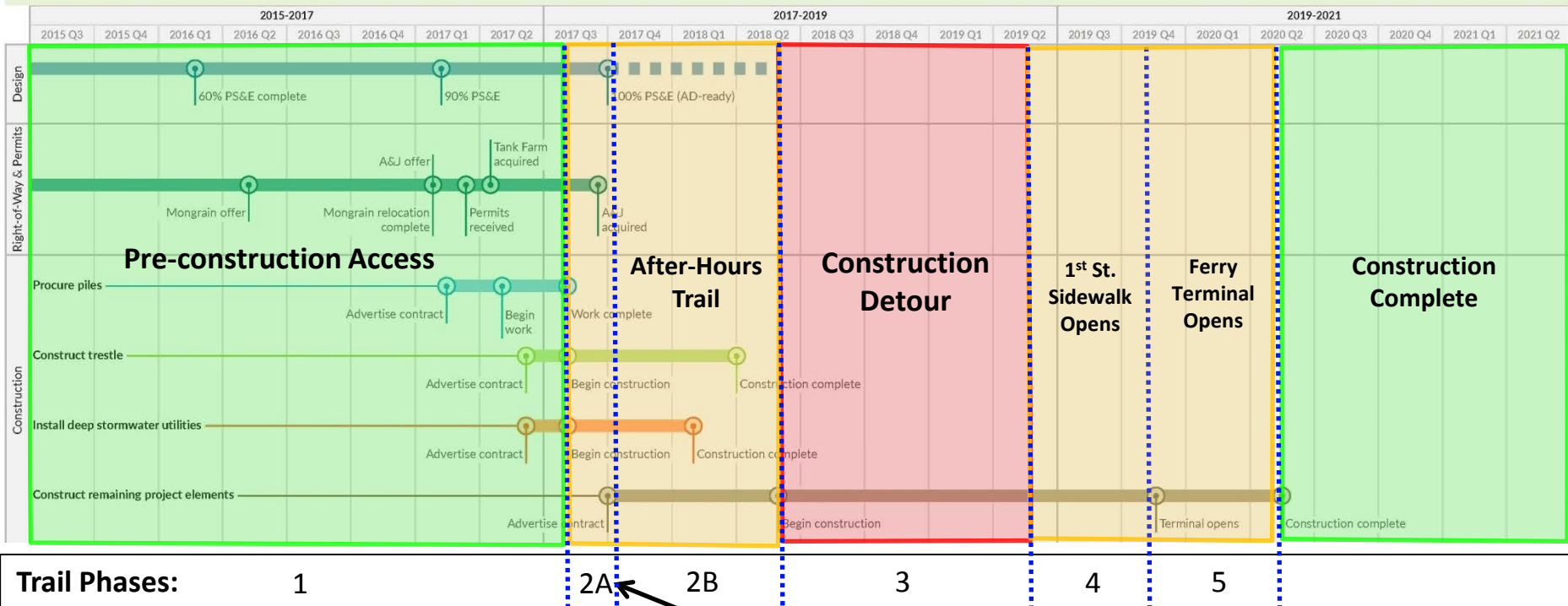




# Pedestrian Trail Phasing

## Mukilteo Multimodal Project Project Schedule

November 30, 2016



Limited Waterfront Access



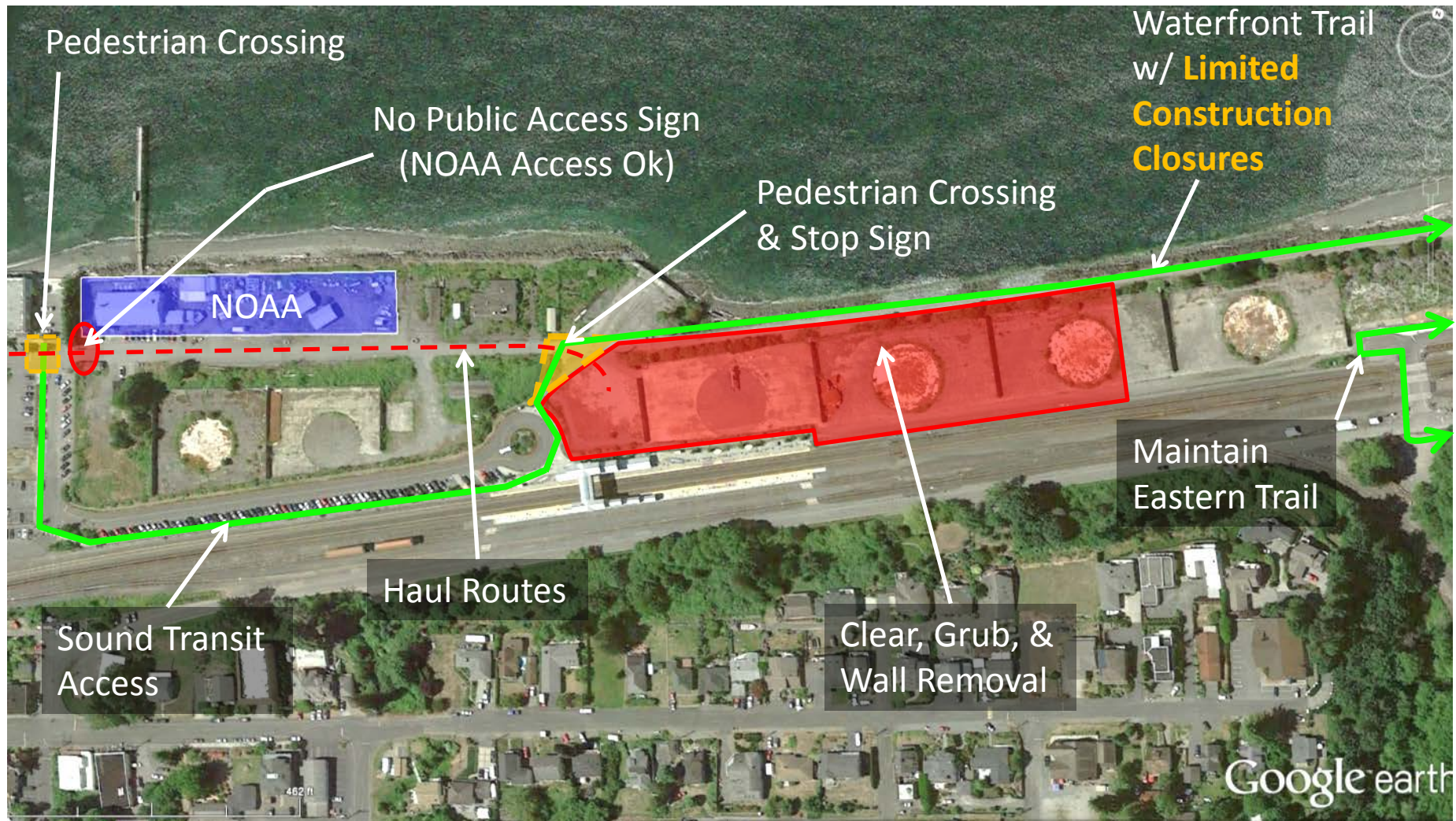
## Present – August 2017 (~ 9 months)





# Phase 2A – Limited Waterfront Access

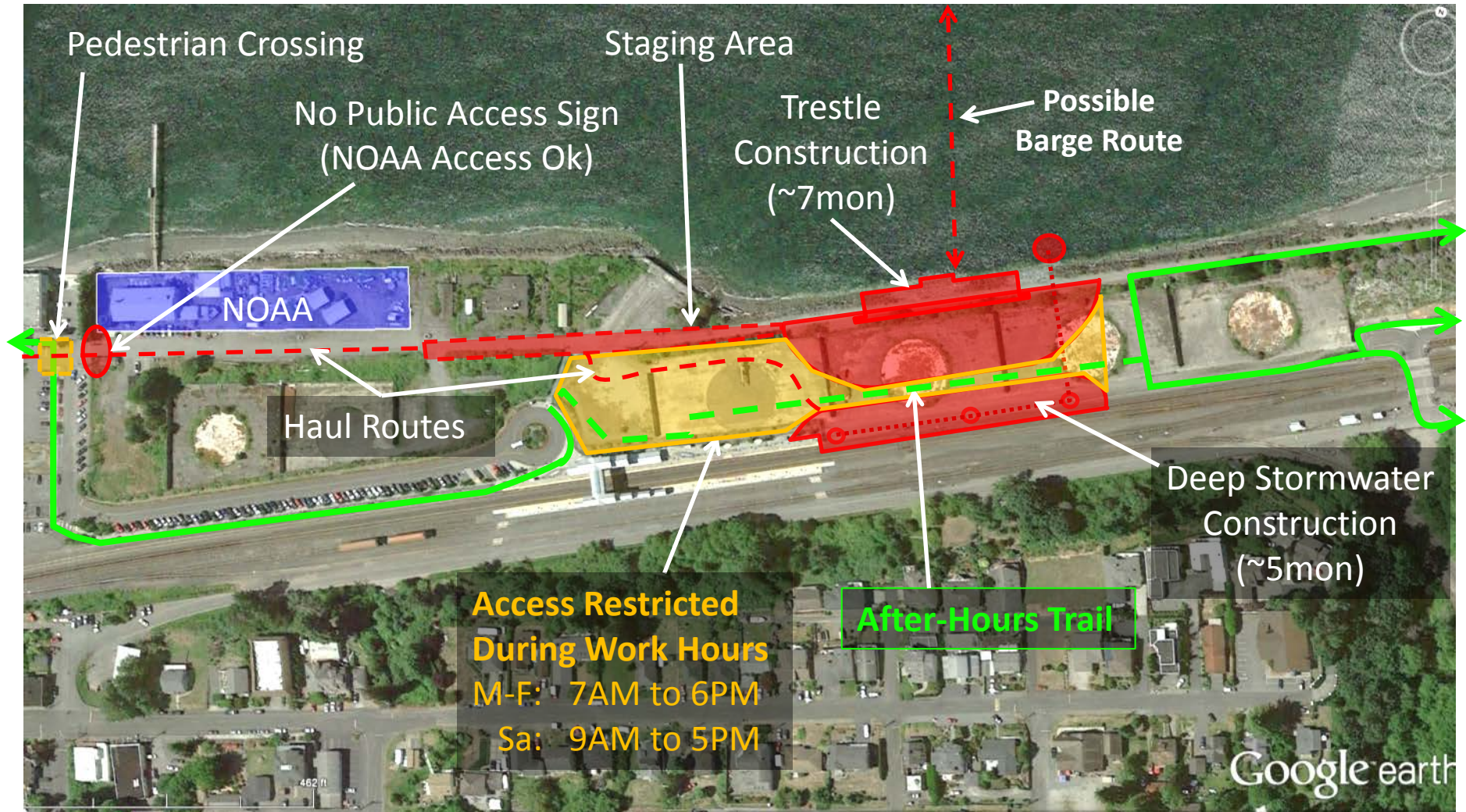
September – October 2017 (~ 0-2 month)





# Phase 2B – After-Hours Trail

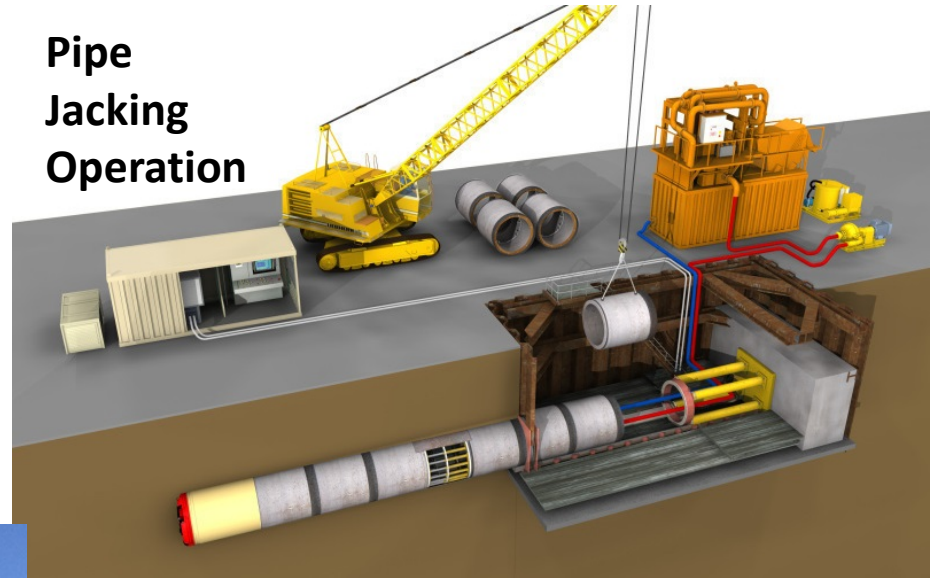
November 2017 – May 2018 (~ 7 months)





# Phase 2 – Initial Construction

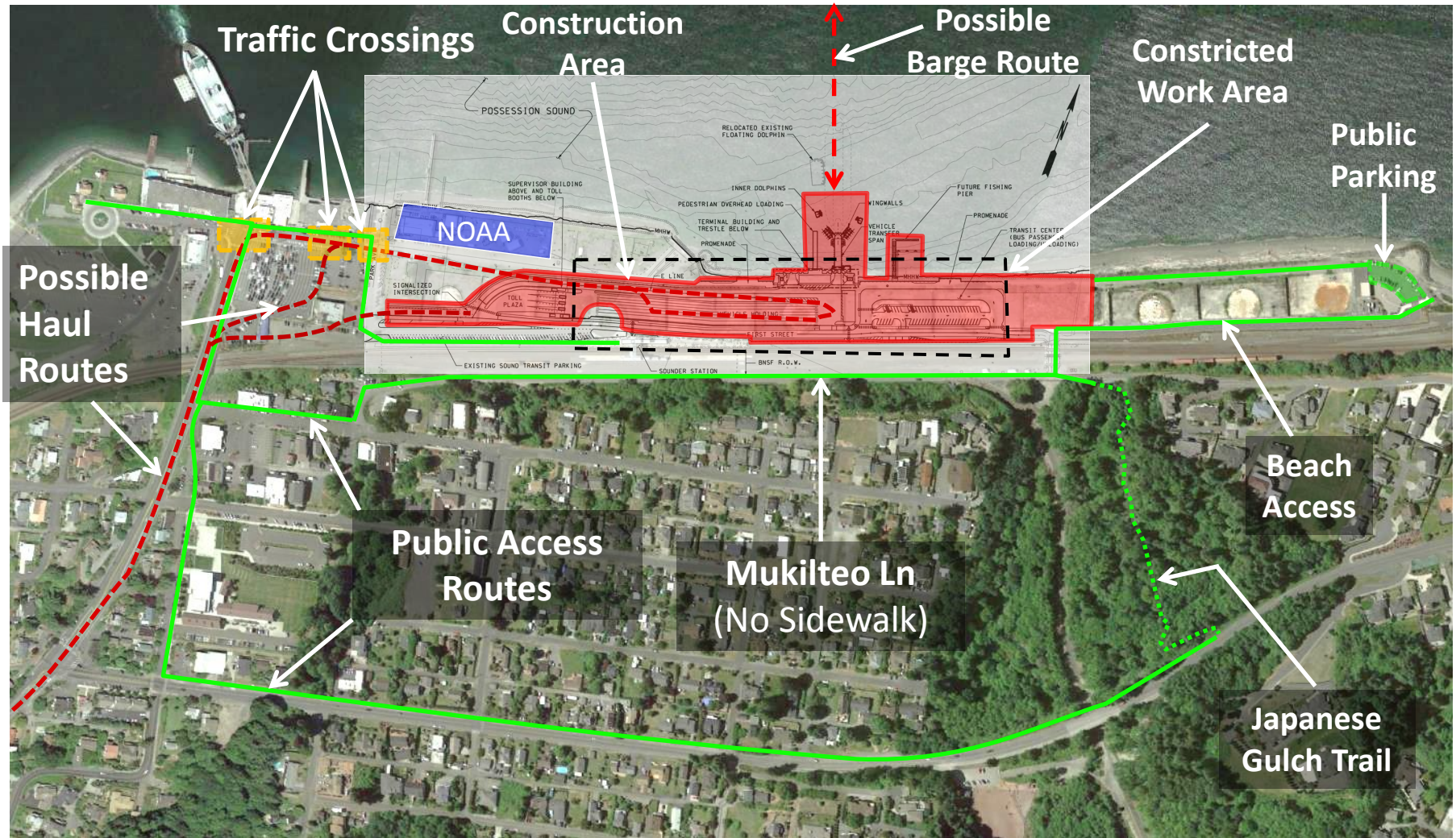
November 2017 – May 2018 (~ 7 months)





# Phase 3 – Big Contract – Detour

June 2018 – May 2019 (~ 12 months)





# Phase 3 – Big Contract – Detour

Grading



Utility Trenching



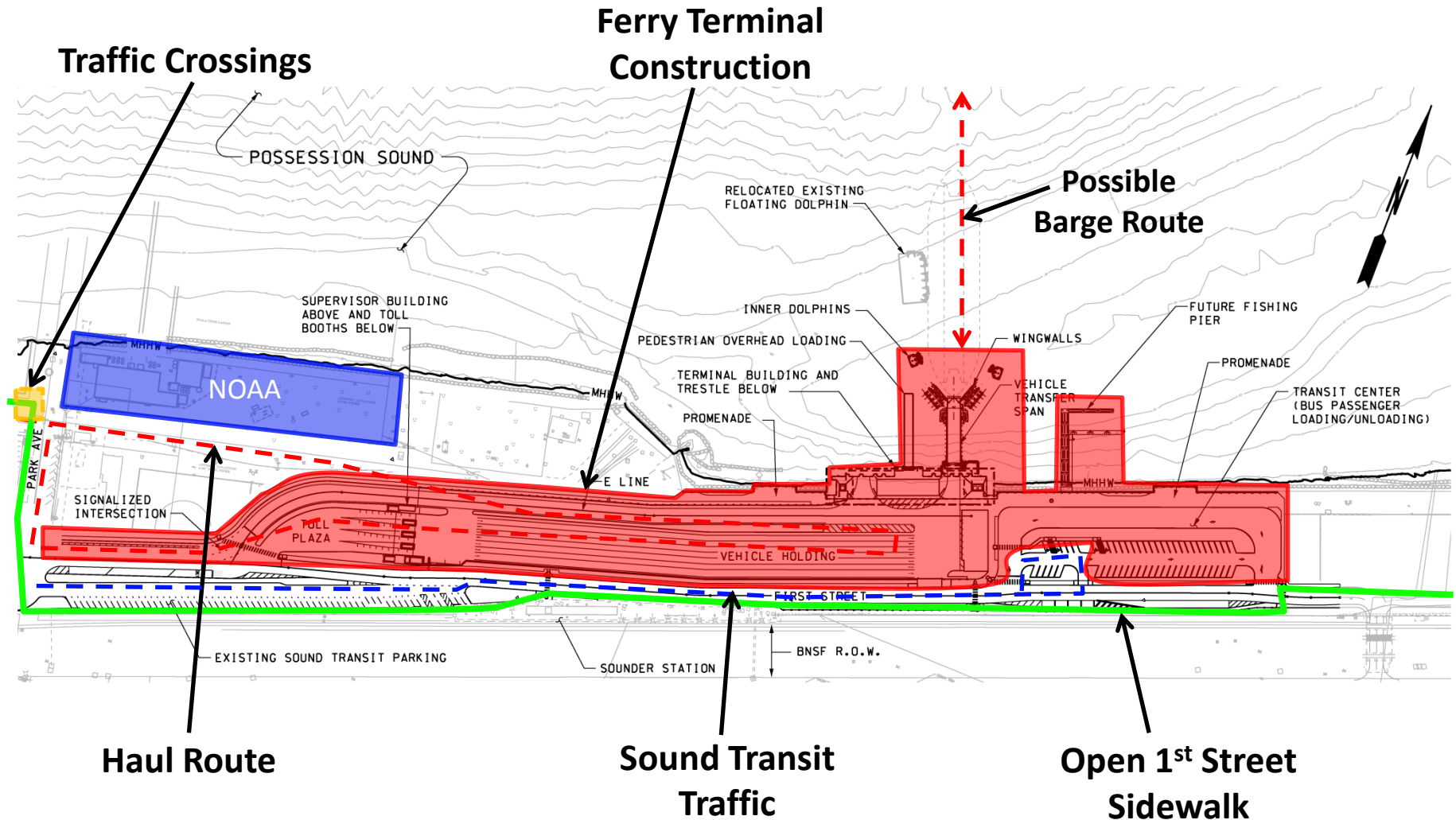
Paving

Wall Construction



# Phase 4 – 1<sup>st</sup> Street Sidewalk Opens

June 2019 – November 2019 (~ 6 months)





# Phase 4 – 1<sup>st</sup> Street Sidewalk Opens

June 2019 – November 2019 (~ 6 months)

Trail Fencing



Light Pole Install



Buildings

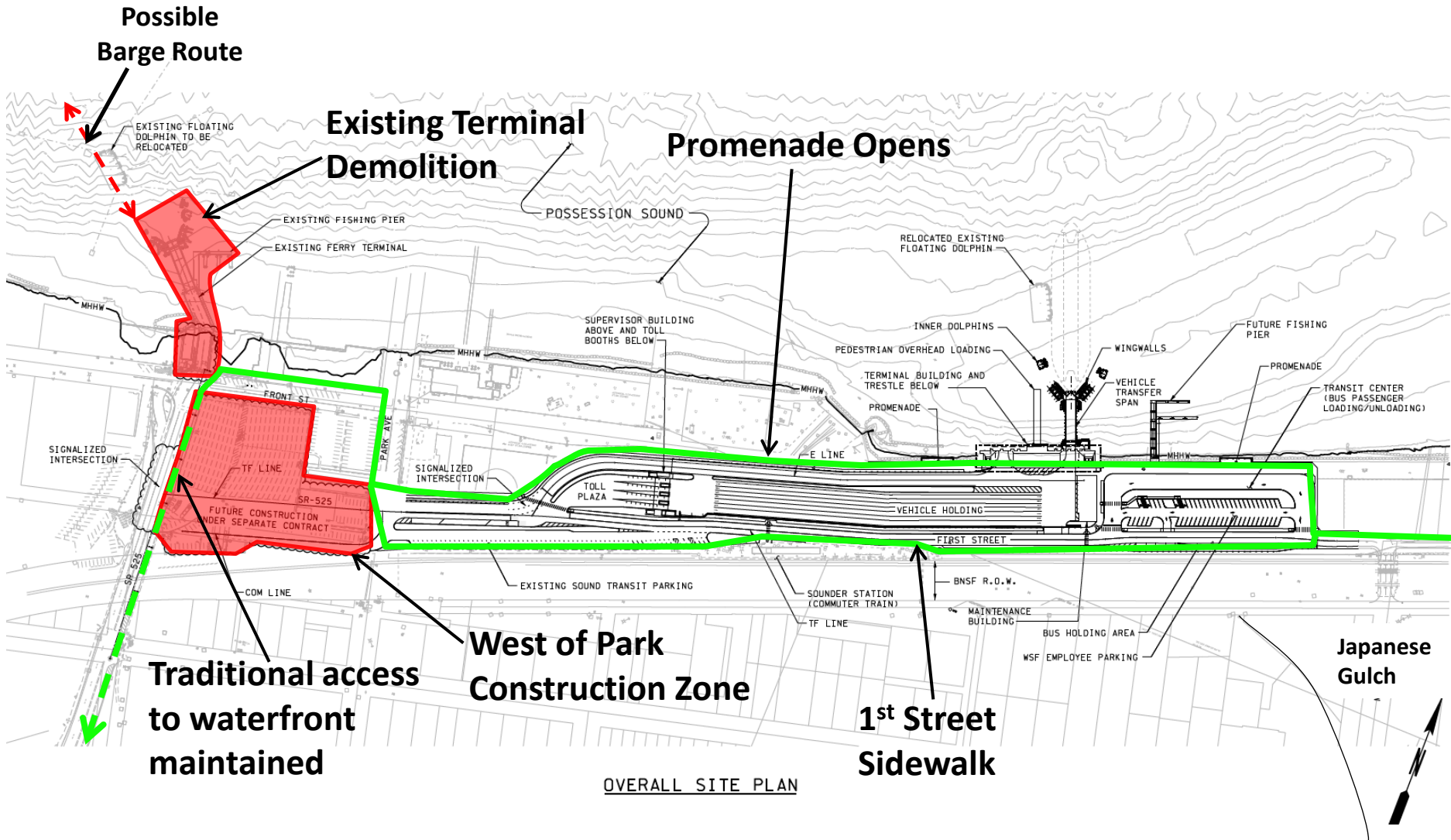


Signage



# Phase 5 – Ferry Terminal Opens

December 2019 & Beyond





# Phase 5 – Ferry Terminal Opens

December 2019 & Beyond





**City Council Infrastructure Committee**  
**2016 Year in Review**  
*Building Mukilteo's Future*

**2016 Accomplishments:**

1. On a quarterly basis, reviewed status of capital projects.
2. Reviewed grant opportunities and provided guidance of which to pursue (TIB, SRTS, Bike/Ped, STP, CMAQ)
3. Reviewed Pavement Preservation and discussed funding needs and treatment scenarios. Recommended a sustainable budget to bring forward to City Council.
4. Reviewed 6-Year Transportation Improvement Plan
5. Provided guidance for the SR 525 Pedestrian Bridge concepts.
6. Guided next-steps for the 61<sup>st</sup> Place Culvert Replacement project.
7. Participated in the budget process by reviewing list of proposed 2017 Capital Projects
8. Reviewed priority ranking for proposed BTW Plan projects.
9. Met with WSF and WSDOT to discuss traffic mitigation for proposed WSF Multimodal Facility project.

**2017 Goals (DRAFT):**

1. Review and update 6-Year TIP
2. Facility Renewal -
3. Continue to provide guidance for the WSDOT SR525 Pedestrian Bridge Project.
4. Work to provide a steady funding source for pavement preservation for 2018 and beyond.
- 5.

Item #	OPERATIONS & MAINTENANCE	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Research and make recommendation on GIS-based software that allows field tracking and reporting of inspection and maintenance work that is tied to the asset (by December 2018)	NO	Dec-18							Not started. Scheduled for 2018.
IM-2	Restore decant facility to be in compliance with regulatory requirements (by December 2017)	YES	Dec-17	behind schedule						The DOE grant funding was indefinitely delayed resulting in no work in 2016. Design scheduled to begin in 2017.
IM-3	Revise and update Stormwater Pollution Prevention Plan (SWPPP) for Public Works facility, within 3 months of decant facility being operational (March 2018)	YES	Mar-18	behind schedule						See above.
IM-4	Add two additional Stormwater maintenance staff by December 2018, or sooner		Dec-18	✓						Positions added in 2016.
IM-5	Develop regular ditch inspection and maintenance program	NO	none stated							Not started.
IM-6	One-time field verify GIS locations and vertical data for 50% of catch basins per year as part of inspection program (by end of 2018)	NO	Dec-18							Not started.
IM-7	One-time field verify GIS locations and vertical data for permanent stormwater treatment and flow control BMPs/facilities at 50% per year (by end of 2018).	NO	Dec-18							Not started.
IM-8	Re-evaluate program status upon issuance of the new NPDES Permit to assure continued compliance, anticipated in 2018	YES	2018	ongoing						
	KEY PERFORMANCE INDICATORS									
KPI-1	Inspect ½ of City-owned catch basins per year, maintaining those that exceed the maintenance threshold.	YES	50%	on track						
KPI-2	Document sediment levels in catch basins in order to build a database that captures sediment loading rates. This data will help build evidence for adjusted maintenance frequencies specific to those assets, rather than generic standards.	Optional	ongoing	100%						All inspected catch basins were documented.
KPI-3	Record street sweeping efforts (in lane miles per year) and identify which streets are swept at which frequencies.	YES	ongoing	partial						Record is kept of sweeper hours & zones. Awaiting new staff to review practices.
KPI-4	Record inspections of publically owned or operated permanent stormwater treatment and flow control BMPs/facilities, maintaining those that exceed the maintenance threshold. Permit requires records of 95% of completed inspections.	YES	95%; ongoing	100%						
KPI-5	Record ditch inspection and maintenance efforts	NO	ongoing	N/A						Anticipate program in future years.
KPI-6	Track and record number of stormwater service requests completed (that are not part of regular maintenance items)	YES	ongoing	100%						Requests are being tracked using CAMS.
KPI-7	Track and record length of time to initial response on service requests		ongoing	on track						
KPI-8	Record spot check of potentially damaged permanent stormwater treatment and flow control BMPs/facilities after major storm events.	YES	ongoing	under review						Staff visits "hot spots" list after every major storm event. Awaiting new staff to review practices.

Item #	ENGINEERING & DEVELOPMENT SERVICES	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Revise the Mukilteo Development standards and Mukilteo Municipal Code for stormwater to be consistent with the SWMMWW (by December 2017).	YES	Dec-17	✓						Completed as part of LID Code Update 2016. No further tracking needed.
IM-2	Update standard plan designs, to be consistent with new standards, where necessary (by December 2017).	YES	Dec-17	✓						Completed as part of LID Code Update 2016. No further tracking needed.
IM-3	Develop tools for City staff and the development community to use in determining LID feasibility (ongoing, as part of Basin Planning, at rate of 1 basin per year).	NO	N/A							Not started.
IM-4	Revise development inspection schedule tracking to align with regulatory requirements for easier tracking (by December 2016).	YES	Dec-16	✓						Completed as part of LID Code Update 2016. No further tracking needed.
IM-5	Develop a separate stormwater permit (by December 2016).	NO	Dec-16	✓						Completed as part of LID Code Update 2016. No further tracking needed.
IM-6	Develop a short-form Stormwater Pollution Prevention Plan for small projects (by December 2016).	NO	Dec-16	✓						Completed as part of LID Code Update 2016. No further tracking needed.
IM-7	Develop guidance documents for development on stormwater requirements (ongoing; by December 2016)	NO	Dec-16	0.9						Items have been drafted. In progress.
IM-8	Research and consider a no-cost retrofit rain garden permit.	NO	none stated							Not started.
IM-9	Complete review of Development Codes and Standards to assure there are no barriers, or unnecessary competing needs, to implementing Low Impact Development (LID) as the preferred alternative (by December 2016).	YES	Dec-16	✓						Completed as part of LID Code Update 2016. No further tracking needed.
	KEY PERFORMANCE INDICATORS									
KPI-1	Track number of development projects needing stormwater review	YES	ongoing	75						
KPI-2	Track number of stormwater inspections on development projects	YES	ongoing	✓						In progress.
KPI-3	All development permit applications meet the most current SWMMWW	YES	ongoing	✓						
KPI-4	Track and record review time of development permit applications. Standard is stormwater review completed within 4 weeks of receipt by Engineering Department.	NO	ongoing	85%						

Item #	TECHNICAL ASSISTANCE	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Purchase and implement training on Illicit Discharge Detection and Elimination (IDDE) equipment to fully implement the City’s current IDDE Guidance document Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments, Center for Watershed Protection, October 2004 (by July 2017)	YES	Jul-17	✓						Completed. No further tracking needed.
IM-2	Implement training programs for City staff in areas identified in the Permit (e.g. IDDE, BMPs) (March 2016)	YES	Mar-16	✓						Completed. No further tracking needed.
IM-3	Develop and implement a Local Source Control Program (December 2017)	NO	Dec-17							Contract with consultant is being drafted for work in 2017
IM-4	Review and implement business outreach program (December 2017)	YES*	Dec-17							Contract with consultant is being drafted for work in 2017 (same as above)
IM-5	Research potential to join Department of Ecology’s Local Source Control Partnership to supplement Business Outreach program (December 2017)	YES*	Dec-17							Scheduled for 2017.
IM-6	Evaluate City programs in light of new NPDES Permit, anticipated in 2018, and adjust performance measures, if necessary	YES	ongoing 2017-2018							Scheduled for 2017-18.
IM-7	Hire and train a 0.75 FTE in Engineering (in conjunction with the 0.25 FTE identified in Outreach)	NO	none identified	✓						Completed. No further tracking needed.
	KEY PERFORMANCE INDICATORS									
KPI-1	Track and record number of NPDES deadlines and requirements not met (as specified in the NPDES Annual Report to Ecology). The target is zero	YES	0	✓						Anticipate 0. Annual Report will be complete in early 2017.
KPI-2	Number of meetings with other City Departments to review permit compliance (for example Public Works, Planning). Target is 6 per year per department	YES	6	✓						Planning meetings occur weekly. PW Ops meetings scheduled to occur monthly. 2017 consider regular meetings with PD & Fire.
KPI-3	Complete Ecology’s required Annual Surface Water Management Program Plan and post on website annually by March 31	YES	Annual by March 31	✓						On schedule for March 2017.
KPI-4	Track and record number of surface water service requests where technical assistance is provided	NO	N/A	✓						
KPI-5	Track and record time it takes to respond to surface water service requests where technical assistance is provided	NO	N/A	✓						
KPI-6	Track and record number of investigations (and initial responses) to all non-emergency (i.e. non-spill related) water quality and drainage complaints	NO	N/A	18						
KPI-7	Track and record number of investigations (and initial responses) to all emergency (i.e. spill related) water quality events	YES	N/A	✓						
KPI-8	Track and record the response time to abate emergency water quality events	YES	N/A	✓						
KPI-9	Track and record number of water quality code enforcement cases	YES	N/A	✓						
KPI-10	Track and record number of drainage code enforcement cases (per year)	NO	N/A	0						
KPI-11	Continue to attend Stormwater Working Group Caucus meetings (as scheduled)	YES*	N/A	✓						
KPI-12	Continue to attend quarterly NPDES Permit Coordinators meetings (at least 3 per year)	YES	3	3						

\*While not a specific requirement, this work can meet NPDES obligations

Item #	COMMUNITY STEWARDSHIP	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Adapt regional outreach examples to develop a comprehensive stormwater outreach program for Mukilteo	YES*	ongoing							2016 = Began 2 pilot programs; dog waste & drain markers with Beach Watchers 2017 = Anticipate broader program
IM-2	Partner with groups already active in the community, such as Beach Watchers and Snohomish Conservation District to integrate stormwater messaging into their existing programs	YES*	ongoing							2016 = Began 2 pilot programs; dog waste & drain markers with Beach Watchers 2017 = Anticipate broader program
IM-3	Develop a business outreach program (Local Source Control)	YES*	ongoing							2017= Small contract with ECOSSE anticipated
IM-4	Support natural yard care techniques	YES*	ongoing							Early 2017 - Exploring ILA options with Sno County
IM-5	Support tree retention and preservation programs in the City	NO	ongoing							
IM-6	Support low impact development retrofits in areas that are suitable	NO	ongoing							
IM-7	Implement recommendations found in the study completed in partnership with Snohomish County on Natural Yard Care	YES	ongoing							Early 2017 - Exploring ILA options with Sno County
	KEY PERFORMANCE INDICATORS									
KPI-1	Number of residents involved in outreach programs	NO	N/A	27						2016= 27 community members installed 219 storm drain markers thru pilot program.

\*While not a specific requirement, this work can meet NPDES obligations



Item #	MONITORING & RESEARCH	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	During the 2018 Permit cycle, the City should evaluate the Opt-in option for the RSMP Program to assure that the regional program is providing locally relevant information	YES	2018							As of 2017, anticipate the 2018 Permit will see some changes in this area, although they may have relatively little impact on Mukilteo
IM-2	At the next NPDES Permit cycle, the City should evaluate the RSMP Program and whether it wants to continue to opt-in to the RSMP	YES	2018							As of 2017, anticipate the 2018 Permit will see some changes in this area, although they may have relatively little impact on Mukilteo
IM-3	Collaborate with neighboring jurisdictions in their monitoring program, where possible	YES	ongoing	✓						In contact with Snohomish County, Everett & Paine Field.
IM-4	Help identify and implement solutions to degraded water quality	YES	ongoing	✓						
	KEY PERFORMANCE INDICATORS									
KPI-1	Contribute to Regional Water Quality Monitoring efforts under the Permit	YES	ongoing	✓						This is a financial commitment under the Permit
KPI-2	Continued partnership and meeting attendance with Landslide Working Group	NO	ongoing	5						

Item #	CAPITAL IMPROVEMENT PROGRAM	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Annually review and rank the existing CIP list to assure that newly identified projects are added (July, or during draft budget preparation)	NO	Annual	1st half 2016						Anticipate first review in 2017. Through inspections of public ponds and other facilities, several larger projects have been identified. For example, three regional ponds require substantial maintenance; and several control structures have failed. Repair cost estimates are not yet known. These projects may impact the current CIP list and rankings.
IM-2	Periodically solicit input from community about stormwater issues in their neighborhoods (every five years)	NO	2020							Not started. Scheduled for 2020.
IM-3	Determine method to assure equitable distribution of projects across the City (December 2020)	NO	Dec-20							Not started. Scheduled for completion in 2020.
	KEY PERFORMANCE INDICATORS									
KPI-1	Number of identified drainage projects completed	NO	ongoing							
KPI-2	Number of water quality projects (including LID) completed	NO	ongoing	0						
KPI-3	Number of stream / wetland enhancement projects completed	NO	ongoing	0						

Item #	BASIN PLANNING	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Conduct basin plans that follow the Strategies Plan (average of 1 per year, although cost savings are realized by combining efforts)	NO*	2020							Anticipate start no earlier than 2018. Part of the objective was to evaluate pipe infrastructure. (See Asset Inventory) May need to re-evaluate this goal.
IM-2	Develop basin plans in a way that capitalizes on existing information	NO*	N/A							
IM-3	Complete basin plans in a timely manner, so that existing information does not age out and become obsolete (requiring additional cost to re-create)	NO*	N/A							
IM-4	The basin plans reflect the uniqueness of each basin and include specific recommendations that address the unique needs of each basin	NO*	N/A							
IM-5	The basin plans identify opportunities, large and small to address problems	NO*	N/A							
	KEY PERFORMANCE INDICATORS									
	None									

\*While not a regulatory requirement, basin planning can be used as a tool to implement the NPDES Permit and the Ecology Manual in ways that better suit the local characteristics (such as geology) of the City.

Item #	ASSET INVENTORY	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Review and recommend a GIS-centric asset management software system (proprietary or in-house) that meets the needs of the Utility (both in Operations and Engineering) (December 2020)	NO	Dec-20							Not Started.
IM-2	Implementation of an inventory and condition assessment program (can be as part of a basin plan) (December 2021)	NO	Dec-21							Not Started.
IM-3	Update GIS mapping to include all stormwater facilities (public and private) (December 2017)	YES	Dec-17							Ongoing. Six of 124 public facilities have been mapped. Anticipate completion of public facilities mapping by end of 2017. Scope of private facilities mapping is unknown & completion of work may not meet deadline.
IM-4	Update GIS mapping to include stormwater easement information (December 2019)	NO	Dec-19							Not Started. Currently exploring options for this.
IM-5	Develop a process that captures newly developed stormwater facilities in the GIS (December 2017)	YES	Dec-17							Scheduled for 2017.
IM-6	Utility has hired an additional 0.5 FTE for GIS Technician- level position (December 2016)	NO	Dec-16	✓						Completed.
IM-7	Utility supports a 0.25 FTE for GIS Coordinator-level position	NO	N/A	✓						Completed.
IM-8	An electronic map book (or alternative) with asset information that is available to field staff in real time (December 2020)	NO	Dec-20							In progress. GIS provided a temporary solution for viewing existing mapped data electronically.
IM-9	Update GIS mapping to include all discharge points (February 2018)	YES	Feb-18							Not Started.
	KEY PERFORMANCE INDICATORS									
KPI-1	Lineal feet of storm assets inventoried with condition assessments	NO	ongoing							Not Started.
KPI-2	Number of public stormwater facilities mapped in the GIS*	YES	ongoing	5%						6 of 124 are 90% complete
KPI-3	Number of private stormwater facilities mapped in the GIS*	YES	ongoing							13 are mapped. Total number of private facilities unknown.
KPI-4	Number of easements mapped in the GIS	NO	ongoing							Not Started. Currently exploring options for this.

\*Category was broken into public and private.

Item #	LOW IMPACT DEVELOPMENT	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Support tree retention and preservation programs in the City	NO	ongoing							
IM-2	Support LID retrofits in areas that are suitable	NO	ongoing							
IM-3	Complete Code review	YES	Dec-16	✓						Complete. No further tracking required.
IM-4	Implement recommendations found in the study completed in partnership with Snohomish County on Natural Yard Care	YES	ongoing							Early 2017 - Exploring ILA options with Sno County (see also Community Stewardship)
	KEY PERFORMANCE INDICATORS									
KPI-1	Number of LID retrofit projects installed in the City	NO	N/A	0						

Item #	PRIVATE PROPERTY & PUBLIC DRAINAGE SYSTEMS	NPDES Requirement	Due Date or Goal	2016	2017	2018	2019	2020	2021	Notes
	IMPLEMENTATION MEASURES									
IM-1	Development of a clear process (by October 2016)	NO	Dec-16							Not complete. Propose to postpone until 2018
IM-2	Identify all major stormwater pipes carrying right of way runoff with no easement (December 2019)	NO	Dec-19							Not started.
IM-3	Map all easements in GIS (December 2021)	NO	Dec-21							Not started.
IM-4	Development of an easement acquisition process, with no cost to the Utility (by December 2018)	NO	Dec-18							Not started.
	KEY PERFORMANCE INDICATORS									
KPI-1	Number of easements mapped	NO	N/A	0						Not started.
KPI-2	Number of easements acquired	NO	N/A	0						Not started.