

**WATER QUALITY AND WATERSHEDS SECTION 2012 Workplan**

*The mission of the Water Quality and Watersheds Section is to improve ecosystem health in Pierce County by managing stormwater systems, monitoring watersheds, and building partnerships.*

**2012 Objectives and Plan Summary****1. Clean up waterbodies.**

*Conduct illicit discharge sweeps in South Praire Creek and Swan Creek  
Prepare illicit discharge sweeps for Deer, Alderton, Salmon, and Clarks Creeks  
Negotiate terms of cleanup plan for Clarks Creek dissolved oxygen  
Conduct Raise the Grade targetted focus at Swan, Minter, Horn creeks and Spanaway*

**2. Inspect stormwater facilities and assure compliance.**

*Conduct 840 maintenance and operations inspections  
Conduct 200 source control inspections  
Conduct 480 inspections of County facilities  
Respond to complaints and referrals for illicit discharges*

**3. Provide technical assistance to citizens and businesses for stormwater management.**

*Conduct homeowner associations workshops  
Prepare technical assistance documents on stormwater  
Develop circuit approach for catch basin marking  
Conduct outreach initiatives on yard care and landscaping  
Conduct 2 workshops on watershed health  
Conduct workshops on site development and low impact development  
Conduct workshops on home based businesses and stormwater  
Conduct BIBI training for the public*

**4. Provide technical assistance to Pierce County departments for stormwater management.**

*Update facility assessments for SWM Ponds, Facilities Management Department, Ferries and Airports Division, Solid Waste Services Division, Road Operations Division, and Parks and Recreation Department  
Complete baseline facility assessment for Tacoma/Pierce County Health Department  
Conduct annual updates of 13 Stormwater Pollution Prevention Plans  
Provide Industrial Stormwater Permit services to Ferries and Airports Division  
Provide Sand and Gravel Permit services to SWM Quarry*

**5. Conduct watershed health monitoring.**

*Reassess 65 water quality index monitoring sites  
Develop a plan to do BIBI sampling at all water quality index sites  
Begin the transition to the Regional Stormwater Monitoring Program  
(status and trends, program effectiveness, pollutant source identification)  
Conduct monthly sampling at water quality index and flow sites  
Conduct NPDES stormwater characterization monitoring  
Conduct NPDES BMP effectiveness monitoring  
Conduct NPDES flow reduction monitoring  
Conduct shellfish monitoring  
Publish 2011 watershed health report card  
Maintain and operate 14 weather stations  
Complete equipment inventory*

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## **6. Manage watershed health data, analyze and communicate results.**

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*Publish 2011 watershed health report card  
Enhance watershed health web portal  
Develop standard reports for Maintenance Connections  
Analyze results of 2011 NPDES stormwater monitoring and publish report  
Conduct monitoring data business analysis, update SWMWare, build tools for WQI calcs  
Analyze 2011 inspection results to determine compliance rates*

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## **7. Implement watershed management.**

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*Finalize Puyallup River Watershed Council organizational structure  
Build an effective partnership with Russell Foundation  
Provide staffing for PRWC, KGI, CCWSC  
Participate on Nisqually River Council  
Support and administer Pierce County salmon recovery lead entity  
Participate on Nisqually Habitat Work Group and West Sounds Watersheds Councils  
Serve on Ecosystem Coordination Board and Salmon Recovery Council  
Support Executive and Council Member on Alliance for a Healthy South Sound  
Assist and sponsor South Sound Science Symposium  
Administer onsite septic system grant and loan program  
Participate on South Central Puget Sound Action Area group  
Complete Rivers Hazard Plan  
Support Puyallup River Executive Task Force  
Support and coordinate grant requests  
Administer small environmental grants program  
Update Chambers/Clover Watershed Council 5 Year Action Plan  
Complete annual plans for PRWC, KGI, and CCWSC*

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## **8. Administer and ensure County compliance with NPDES Phase I stormwater permit.**

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*Track and report progress on County permit implementation  
Participate and steer permit reissuance  
Publish cost of compliance analysis and implementation strategy  
Participate in permit appeals, if necessary  
Prepare Council report on use of penalties  
Participate in EPA audit  
Track and provide input into EPA national rulemaking  
Deliver NPDES training modules  
Conduct program effectiveness study*

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## **9. Enhance our highly functioning team.**

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*Manage section workplan and budget  
Represent Section at Division and Department management teams  
Participate in development of "Balanced Score Card"  
Build 2013 budget request and workplan  
Conduct Section annual retreat  
Solicit nominations for annual section award  
Complete Section Training Plan and begin implementation  
Recruit and fill Inspection Lead and Water Quality Inspector positions*

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## **10. Provide support for Executive, Council, SWAB and Legislative policy initiatives.**

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*Provide policy support to Surface Water Management Advisory Board  
Respond to Executive and Council initiatives  
Support Executive and Council on South Puget Sound Council  
Support Flood Control Zone District  
Respond to Legislative initiatives*

**WATER QUALITY AND WATERSHEDS SECTION 2012 WORKPLAN**

2012 Major Milestones							
Function/Project	Code	Description/Activity	Qtrtr 1	Qtrtr 2	Qtrtr 3	Qtrtr 4	Who
<b>1. Clean up waterbodies.</b>							
Conduct IDDE sweep for South Prairie Creek (Trib 1, Spiketon Rd, Mundy Loss Rd, Spiketon Ditch Rd)	Multiple	Conduct IDDE sweep in South Prairie Creek per TMDL. Inspect audit maintenance procedures.	Develop Project Plan with outcomes and performance measures - Assemble team	GIS Inventory, Enter Inspections into Maintenance Connections, prioritize	Conduct 50 site investigations. Prepare final report with recommendations for future IDDE sweep SOPs.	Final plan for 2013	L - John, Clarence, Chris G, Jim
Conduct IDDE planning for Deer Creek	Multiple	IDDE Plan for 2013			Develop Draft Project Plan for 2013 Sweep based on South Prairie Creek project	Final plan for 2013	L - John, Dan
Conduct IDDE planning for Alderton Creek	Multiple	IDDE Plan for 2013			Develop Draft Project Plan for 2013 Sweep based on South Prairie Creek project	Final plan for 2013	L - John, Dan
Conduct IDDE planning for Salmon Creek	Multiple	IDDE Plan for 2013			Develop Draft Project Plan for 2013 Sweep based on South Prairie Creek project	Final plan for 2013	L - John, Dan
Conduct IDDE planning for Clarks Creek	Multiple	IDDE Plan for 2013			Develop Draft Project Plan for 2013 Sweep based on South Prairie Creek project	Final plan for 2013	L - John, Dan
Conduct IDDE sweep for Swan Creek	Multiple	Conduct IDDE sweep		Participate in TMDL subcommittee; Develop Project Plan with outcomes and performance measures - Assemble team	Conduct 50 site investigations. Prepare final report with recommendations for future IDDE sweep SOPs.	Final plan for 2013	L - John, Clarence, Chris G, Jim

## WATER QUALITY AND WATERSHEDS SECTION 2012 WORKPLAN

		2012 Major Milestones					
Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>1. Clean up Waterbodies. (continued)</b>							
Raise the Grade of Swan Creek	Multiple	Achieve a grade of "C-" or better	Assemble Team; Development Workplan	Begin plan implementation; monitor as needed; conduct site inspections	Continue plan implementation; monitor as needed; continue site inspections	Continue plan implementation; monitor as needed; prepare 2012 workplan	L- Lisa, Diane, Teresa, Renee, Dennis, Lorin
Raise the Grade of Spanaway Lake	Multiple	Achieve a grade of "B" or better	Assemble Team; Development Workplan	Begin plan implementation; monitor as needed; conduct site inspections	Continue plan implementation; monitor as needed; continue site inspections	Continue plan implementation; monitor as needed; prepare 2012 workplan	L- Windy, Lene, Tiffany, Renee, Chris G
Raise the Grade of Minter Creek	Multiple	Achieve a grade of "B-" or better	Assemble Team; Development Workplan	Begin plan implementation; monitor as needed; conduct site inspections	Continue plan implementation; monitor as needed; continue site inspections	Continue plan implementation; monitor as needed; prepare 2012 workplan	L- Barbara Ann, Crystal, John, Rob, Corrie, Berl, Teresa, Jim
Raise the Grade of Horn Creek	Multiple	Achieve a grade of "C" or better	Assemble Team; Development Workplan	Begin plan implementation; monitor as needed; conduct site inspections	Continue plan implementation; monitor as needed; continue site inspections	Continue plan implementation; monitor as needed; prepare 2012 workplan	L- Chris S, Carla/Tiffany/Inspection lead
Negotiate terms of Clarks Creek DO TMDL	Multiple	Achieve equitable cleanup responsibility	Participate in TMDL committee; hire contractor	Participate in TMDL committee; manage contractor and attorneys	Participate in TMDL committee; propose alternatives to surrogate TMDL	Participate in TMDL appeal or initiate project design	Dan, Lorin

## 2. Inspect stormwater facilities and assure compliance.

Inspections	D081, D080	Develop annual list of planned inspections by watershed and by quarter, private and County-owned	Draft and final list for Dan approval	Modify list as appropriate	Modify list as appropriate	Review original planned list and actuals	Justin, Len
Inspections	D081, D080	Conduct approximately 800 maintenance inspections of privately-owned stormwater facilities	250 inspections	250 inspections	250 inspections	250 inspections	Dennis/Crystal/Rondi/Len
Inspections	D081, D080	Conduct 120 inspections of Potential Pollutant Generators	30 inspections	30 inspections	30 inspections	30 inspections	Jim/Chris/Clarence
Inspections	D081, D080	Conduct 78 first time inspections of Potential Pollutant Generators	78 inspections				Scott
Inspections	D081, D080	Conduct approximately 480 inspections of publicly-owned stormwater facilities	120 inspections	120 inspections	120 inspections	120 inspections	Scott/Corrie

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2012 Major Milestones

Function/Project	Code	Description/Activity	Qtrr 1	Qtrr 2	Qtrr 3	Qtrr 4	Who
<b>2. Inspect stormwater facilities and assure compliance. (continued)</b>							
Inspections	D081, D080	Conduct followup inspections, including re-inspections, phone calls, and correspondance	Follow up	Follow up	Follow up	Follow up	As needed
Inspections	D081, D080	Conduct IDDE investigations and inspections	Respond to compliants/discovery	Respond to compliants/discovery	Respond to compliants/discovery	Respond to compliants/discovery	Jim/Chris/ Clarence
Inspections	D081, D080	Conduct IDDE complaint (RFA) response inspections	Respond to compliants	Respond to compliants	Respond to compliants	Respond to compliants	Jim/Chris/ Clarence
Inspections	D081, D080	Assist in damage assessments of SWM facilities from floods	Monitor need for assessment				Scott/Corrie
Inspections	D081, D080	Upload inspection results into Maintenance Connections Database	Upload inspection results and compliance rating	Upload inspection results and compliance rating	Upload inspection results and compliance rating	Upload inspection results and compliance rating	All inspectors / Justin
Inspections	D081, D080	Upload facility and site documents, files into Maintenance Connections Database upon request	As requested	As requested	As requested	As requested	L- Justin

**3. Provide technical assistance to citizens and businesses for stormwater management.**

Technical Assistance to the public	D081, D080	Conduct HOA workshops	Project Initiation Form Complete	Scope, Agenda, Presentation and Materials Complete. Hire consultant.	Hold workshops		L - Len, Rosie
Technical Assistance to the public	D081, D080	Prepare and distribute two public technical assistance brochures: 1) stormwater asset management; and 2) petroleum BMPs	Project Initiation Form Complete	Draft and final brochures			L - John
Technical Assistance to the public	D081, D080	Sponsor two conferences/workshops		Determine events			L - Dan
Technical Assistance to the public	D081, D080	Develop a circuit approach for to stencil and/or mark of all private catch basins in unincorporated Pierce County of priority basins determined by SWM.	Develop a project initiation form. Establish team. Prepare scope of work. Prepare circuit approach.	Purchase additional stencil patterns and/or markers. Solicit watershed council and other volunteers.	Initiate stencilling.		L - Tiffany

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2012 Major Milestones

Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>3. Provide technical assistance to citizens and businesses for stormwater management. (cont)</b>							
Technical Assistance to the public	D081, D080	Education initiative targeted at homeowners, landscapers, and property managers for yard care techniques protective of water quality.	Determine status of similar initiatives in region. Coordinate with and engage.	Literature search of available, relevant techniques and criteria for measuring measurable improvements in audience's understanding.	Development of public education brochures and displays.	Participation at two or more outreach events aimed at targeted audience.	L - Tiffany, John, Len
Technical Assistance to the public	D081, D080	Education initiative targeted at homeowners, landscapers, and property managers for implementing best management practices for use and storage of pesticides and fertilizers.	Determine status of similar initiatives in region. Coordinate with and engage.	Literature search of available, relevant techniques and criteria for measuring measurable improvements in audience's understanding.	Development of public education brochures and displays.	Participation at two or more outreach events aimed at targeted audience.	L - Tiffany
Technical Assistance to the public	D082	Develop and deliver 2 public workshops on assessment and health watershed monitoring results (e.g., report card)	Project initiation form complete		Consultant hired	Conduct workshop	L - Carla, Tiffany
Technical Assistance to the public	D053	Develop and deliver workshops targeted to engineers, contractors, developers, review staff and land use planners on technical standards for site development and LID	Project initiation form complete	Develop training	Advertise training	Conduct workshop	L - Tiffany
Technical Assistance to the public	D053	Develop and deliver workshops targeted to general public and businesses, including home based and mobile businesses on BMPs for use and storage of chemical, supplies, and impacts of illicit discharges	Project initiation form complete	Develop training	Advertise training	Conduct workshop	L - Tiffany
<b>3. Provide technical assistance to citizens and businesses for stormwater management. (cont)</b>							
Technical Assistance to the public	D053	Implement or participate in an effort to measure understanding and adoption of the targeted behaviors	Project initiation form complete	Develop training	Advertise training	Conduct workshop	L - Teresa
Technical Assistance to the public	D082	Conduct BIBI training and workshop for staff and members of the public		Plan and schedule BIBI training	Carry out BIBI training		L - Lorin

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2012 Major Milestones

Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>4. Provide technical assistance to Pierce County departments for stormwater management.</b>							
Technical Assistance to County Depts.	D081, D080	Update SWM Ponds Facilities Assessment	Draft and final compliance assessment. Dept director briefing				L - Scott, Justin
Technical Assistance to County Depts.	D081, D080	Update Facilities Department Facilities Assessment	Inspect 22 sites; Draft and final compliance assessment. Dept director briefing				L - Corrie, Justin
Technical Assistance to County Depts.	D081, D080	Complete TPCHD Baseline Facilities Assessment	Inspect 1 site; Draft and final compliance assessment. Dept director briefing				L - Corrie, Justin
Technical Assistance to County Depts.	D081, D080	Update Ferries and Airports Facilities Assessment		Inspect 8 sites; Draft and final compliance assessment. Dept director briefing			L - Corrie, Justin, Windy
Technical Assistance to County Depts.	D081, D080	Update Solid Waste Division Facilities Assessment		Inspect 2 sites; Draft and final compliance assessment. Dept director briefing			L - Corrie, Justin
Technical Assistance to County Depts.	D081, D080	Update Road Ops Facilities Assessment		Inspect 3 sites; Draft and final compliance assessment. Dept director briefing			L - Corrie, Justin
Technical Assistance to County Depts.	D081, D080	Update Parks and Rec Facilities Assessment			Complete Ashford Park inspection	Conduct 28 inspections; Draft and final compliance assessment. Dept director briefing	L - Scott, Justin

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		2012 Major Milestones					
Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>4. Provide technical assistance to Pierce County departments for stormwater management. (cont)</b>							
Technical Assistance to County Depts.	D081, D080	Conduct annual maintenance of 13 SWPPPs covering 19 County facilities	4 SWPPPs	4 SWPPPs	5 SWPPPs	6 SWPPPs	L - Rob
Technical Assistance to County Depts.	D081, D080	Provide SWPPP to Roads for 19 road site pits not covered under sand and gravel permit	1 SWPPP				L - Rob
Technical Assistance to County Depts.	D081, D080	Provide technical assistance and coordinate with SWM Fee Credit Program	as needed	as needed	as needed	as needed	L - Inspection team
Technical Assistance to County Depts.	D080	Provide ISWG services to Tacoma Narrows Airport support	Conduct quarterly sampling and DMR reporting	Conduct quarterly sampling and DMR reporting	Conduct quarterly sampling and DMR reporting	Conduct quarterly sampling and DMR reporting	Windy
Technical Assistance to County Depts.	D080	Provide Sand and Gravel permit services to Quarry	Conduct quarterly sampling and DMR reporting	Conduct quarterly sampling and DMR reporting	Conduct quarterly sampling and DMR reporting	Conduct quarterly sampling and DMR reporting	Windy
<b>5. Conduct watershed health monitoring.</b>							
Monitoring	D082	Reaffirm/realign 65 WQI monitoring sites		Scope effort with Section Management Team	Prepare list of sites to shift, decommission, add	Finalize 2013 sites	Lorin (L), Berl, Diane, Carla
Monitoring	D082	Develop a plan to achieve BIBI monitoring at all WQI sites			Prepare list of sites to shift, decommission, add	Finalize 2013 sites	Lorin (L), Berl, Diane, Carla
Monitoring	D082	Develop a plan to implement NPDES stormwater permit status and trends monitoring for 2013		Scope effort with Section Management Team	Prepare list of sites to shift, decommission, add	Finalize 2013 sites	Carla (L), Lorin, Diane, Berl, Dan
Monitoring	D082	Develop a plan to implement NPDES stormwater permit program effectiveness monitoring for 2013		Scope effort with Section Management Team	Prepare list of sites to shift, decommission, add	Finalize 2013 sites	Carla (L), Lorin, Diane, Berl, Dan
Monitoring	D082	Develop a plan to implement NPDES stormwater permit source identification repository for 2013		Scope effort with Section Management Team	Prepare list of sites to shift, decommission, add	Finalize 2013 sites	
Monitoring	D082	Conduct monthly monitoring of 65 water quality index (wqi) sites	260 wqi events	260 wqi events	260 wqi events	260 wqi events	Berl/Diane (L)
Monitoring	D082	Maintain and populate WQI	Maintain database	Maintain database	Maintain database	Maintain database	Diane/Berl (L)

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2012 Major Milestones

Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>5. Conduct watershed health monitoring. (continued)</b>							
Monitoring	D082	Complete and post annual water quality index sheets online for 2011 monitoring results	Publish wqj summary sheets on web			Begin for 2012 report	Berl/Diane (L)
Monitoring	D082	Conduct quarterly monitoring of 12 flow sites	Determine if changes are needed. 12 flow events.	12 flow events.	12 flow events.	12 flow events.	Jon (L), Berl, Diane
Monitoring	D082	Conduct stormwater characterization monitoring as required by NPDES	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Berl/Diane (L)
Monitoring	D082	Conduct stormwater characterization monitoring as required by NPDES	Analyze results	Analyze results	Analyze results	Analyze results	Carla (L), Lorin, Diane, Berl
Monitoring	D082	Conduct stormwater BMP effectiveness monitoring as required by NPDES	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Diane/Berl (L)
Monitoring	D082	Conduct stormwater BMP effectiveness monitoring as required by NPDES	Analyze results	Analyze results	Analyze results	Analyze results	Carla (L), Lorin, Diane, Berl
Monitoring	D082	Conduct flow reduction monitoring required by NPDES	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Monitor and maintain samplers, send samples to lab	Windy (L), Carla
Monitoring	D082	Conduct flow reduction monitoring required by NPDES	Analyze results	Analyze results	Analyze results	Analyze results	Carla (L)
Monitoring	D082	Conduct 3 wetseason, 1 dry season shellfish monitoring in support of Shellfish Districts	Develop list of sites for 2012	8 BIBI sites	Conduct dry season sampling	8 BIBI sites	Lorin (L), Jon, Barbara Ann
Monitoring	D082	Conduct BIBI monitoring	40 ground water well events	40 ground water well events	40 ground water well events	40 ground water well events	Diane/Berl (L)
Monitoring	D082	Conduct quarterly monitoring of 40 ground water wells	Conduct monitoring	Conduct monitoring	Conduct monitoring	Conduct monitoring	Jon (L)
Monitoring	D082	Conduct IDDE sampling and monitoring as needed	Conduct monitoring	Conduct monitoring	Conduct monitoring	Conduct monitoring	Jim/Chris/ Clarence
Monitoring	D082	Maintain Maintenance Connections Data Base	Maintain database	Maintain database	Maintain database	Maintain database	L - Justin
Monitoring	D082	Maintain sampling, monitoring, and weather stations equipment	Maintain equipment	Maintain equipment	Maintain equipment	Maintain equipment	Jon (L)

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		2012 Major Milestones					
Function/Project	Code	Description/Activity	Qtrr 1	Qtrr 2	Qtrr 3	Qtrr 4	Who
Monitoring	D082	Complete equipment inventory and align with GIS tools on CountyView	Compile equipment inventory	Load into GIS layer	Maintain layer	Maintain layer	Renee (L), Lorin

**6. Manage watershed health data, analyze and communicate results.**

Data Management	D053	Prepare and publish 2011 report card	Draft and final report				Carla (L)
Data Management	D053	Prepare for expanded 2012 report card				Scope 2012 report card	Carla (L)
Data Management	D053	Enhance Watershed Health Website	Maintain and update	Maintain and update	Maintain and update	Maintain and update	Renee (L)
Data Management	D053	Expand Watershed Health Website to include shellfish monitoring, Raise the Grade results, and PSP targets and/or other ecosystem indicators	Review targets and indicators for potential additions, including shellfish	Select new targets and indicators	Add indicators	Fully operational	Dan - L Lorin, Renee, Carla
Monitoring	D082	Complete and post annual BIBI results online for 2011 monitoring results	Publish BIBI sheets on web			Begin for 2012 report	Carla (L), Berl, Diane
Data Management	D053	Maintain Maintenance Connections Database	Users group team	Maintenance of system	Users group team	Maintenance of system	L - Justin
Data Management	D053	Develop standard report formats and increase functionality of MC	As needed	As needed	As needed	As needed	L - Justin
Data Management	D053	Prepare sw monitoring data analyses	Draft and final report			Begin for 2012 report	Carla (L), Lorin, Windy
Data Management	D053	Analyze results of NPDES stormwater characterization, BMP effectiveness, flow reduction, and program effectiveness monitoring and prepare report					
Data Management	D053	Maintain and improve web-based map oriented portal to access watershed health data by watershed	Draft and final report			Begin for 2012 report	Carla (L), Lorin, Windy
Data Management	D053	Integrate additional lakes, nearshore or mainstem rivers into report card	Solicit projects	User group meeting	Project team and design complete	Implementation	Renee (L), Justin, Lorin, Carla, Dan
Data Management	D053	Enhance and expand use of GIS services for displaying and analyzing data	Draft and final report				Carla (L), Lorin
Data Management	D053	Develop and maintain tablets and software for inspectors	Scope and summarize options	Draft plan	Final plan	Implementation	Renee (L), Lorin
Data Management	D053		Deploy tablets to inspection team				L - Justin, Len, Dan

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		2012 Major Milestones					
Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>6. Manage watershed health data, analyze and communicate results. (continued)</b>							
Data Management	D081, D080	Analyze 2011 inspection results and determine compliance rates by County, County Department, Public/Private, and Watershed	Download 2011 results from MC, RAIN, Road Ops; Conduct statistical analysis	Share results internally and with customers	Report to County Council	Determine 2013 focus	L- Dan; Justin
Data Management	D082	Conduct monitoring unit business analysis	Develop scope and schedule for analysis of SWMMWARE Plan	Develop project specifications, including changes to SWMMWare and WQI calculation	Analyze and propose options	Begin implementation	L- Justin, Carla, Lorin, Renee, Dan
Data Management	D081, D080	Update Countyview with GIS data of sw facilities	Participate on GIS team to fill data gaps.	Participate on GIS team to fill data gaps.	Participate on GIS team to fill data gaps.	Participate on GIS team to fill data gaps.	L - Renee

**7. Implement watershed management.**

Watershed councils	D005	Finalize PRWC restructuring and governance initiative					Lorin (L), Lisa
Watershed councils	D005	Build an effective partnership with Russell Foundation in Puyallup Watershed					Lorin, Dan, Lisa
Watershed councils	D005	Provide staffing assistance to PRWC, KGI, and CCWSC	Organize workplan, agendas, attend meetings	Organize workplan, agendas, attend meetings	Organize workplan, agendas, attend meetings	Organize workplan, agendas, attend meetings	Lisa/Barbara Ann/Chris (L)
Watershed councils	D005	Attend and participate and represent SWM in Nisqually River Council	Attend meetings	Attend meetings	Attend meetings	Attend meetings	Chris (L)
Watershed councils	D005	Prepare annual reports for PRWC, KGI, and CCWSC				Draft and final annual report	Lisa/Barbara Ann/Chris (L)
Watershed councils	D005	Update CCWSC 5 year Action Plan				Final plan	Chris S - L, Barbara Ann
Salmon Recovery	L DEN	Administer Pierce County Lead Entity		Begin 2012 round project solicitation; complete strategy update; 3-year list update	Conduct project evaluations	Prepare and submit list to SRFB	Lisa (L), Dan, Tom K
Salmon Recovery	L DEN	Maintain and update Webpage and Habitat Work Schedule	Update website	Update Habitat Work Schedule			Lisa (L)
Salmon Recovery	L DEN	Update Lead Entity Strategy for projects of regional significance, steelhead, and nearshore	Draft update	Final update			Lisa (L), Tom K.

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2012 Major Milestones

Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>7. Implement watershed management. (continued)</b>							
Salmon Recovery	L DEN	Conduct monthly CAC meetings	Prepare, organize and host monthly meetings	Prepare, organize and host monthly meetings	Prepare, organize and host monthly meetings	Prepare, organize and host monthly meetings	Lisa (L)
Salmon Recovery	L DEN	Support and participate in annual Salmon Homecoming	Attend monthly meetings	Attend monthly meetings	Participate at event		Lisa (L)
Salmon Recovery	L DEN	Participate in Nisqually Habitat Work Group	Attend monthly meetings	Attend monthly meetings	Attend monthly meetings	Attend monthly meetings	Tom K. (L)
Salmon Recovery	L DEN	Participate in West Sound Watersheds Lead Entity	Attend monthly meetings	Attend monthly meetings	Attend monthly meetings	Attend monthly meetings	Barbara Ann (L)
Salmon Recovery	L DEN	Serve on Salmon Recovery Council	Attend meetings	Attend meetings	Attend meetings	Attend meetings	Dan (L), Tom K
Salmon Recovery	L DEN	Participate and engage with Watershed Leads	Attend meetings	Attend meetings	Attend meetings	Attend meetings	Lisa (L)
Salmon Recovery	L DEN	Identify, develop and submit at least one SWM project in each of three Lead Entities	Identify projects	Submit to LEs			Lisa/Tom K./ Barbara Ann (L)
Salmon Recovery	L DEN	Assist and sponsor South Sound Science Symposium	Attend meetings	Attend meetings	Conference		Tom K. (L), Dan
Salmon Recovery	L DEN	Hire extra help intern for symposium and habitat work schedule	Identify need and solicit candidates	Hire			TBD
Shellfish Partners	D005	Seek partners to capitalize ongoing septic grant and loan program	Prepare fiscal analysis with CDC to determine capitalization amount needed	Prepare list and fund source of potential partners		Approach Cascade Water Alliance, Thurston Co., South Sound Council, PSP	Barbara Ann (L), Dan
South Puget Sound Council	D005	Support Executive and CM as members of Executive Committee	Provide feedback to PC reps on policy options	Provide feedback to PC reps on policy options	Provide feedback to PC reps on policy options	Provide feedback to PC reps on policy options	Dan - Lead; Chris S; Tom K
South Puget Sound Council	D005	Attend and participate on Council	Participate on workgroups and Council meetings	Participate on workgroups and Council meetings	Participate on workgroups and Council meetings	Participate on workgroups and Council meetings	Dan - Lead; Chris S; Tom K
South Puget Sound Council	D005	Scope science project to demonstrate eco system value and justify redirection of future NPDES obligations to restoration	Scope project	Determine viability in region	Hire consultant	Draft and final report	Dan - Lead
Puget Sound Partnership	D005	Serve on Ecosystem Coordination Board for South Puget Sound	Participate in quarterly meetings	Participate in quarterly meetings	Participate if needed	Participate if needed	Dan - L

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Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>7. Implement watershed management. (continued)</b>							
Puget Sound Partnership	D005	Participate on South Central PS Action Area Caucus	Attend meetings	Attend meetings	Attend meetings	Attend meetings	Lorin (L)
Puget Sound Partnership	D005	Participate on North Central PS Action Area committee	Attend meetings	Attend meetings	Attend meetings	Attend meetings	Barbara Ann (L)
Flood Hazard Management Plan	D010/13 60	Perform project manager functions on Flood Hazard Management Plan	Manage scope, schedule and budget	Manage scope, schedule and budget	Manage scope, schedule and budget	Manage scope, schedule and budget	Lorin (L)
Flood Hazard Management Plan	D010/13 60	Track, participate and coordinate with Puy River Exec Task Force	Attend meetings	Attend meetings	Attend meetings as needed	Attend meetings as needed	Lorin (L)
Flood Hazard Management Plan	D010/13 60	Support and participate on Steering Committee	Meetings as needed	Meetings as needed	Meetings as needed	Meetings as needed	Lorin (L)
Flood Hazard Management Plan	D010	Design and carry out public involvement process	Prepare for public meeting in March	Support Council public process			Lorin (L), Tiffany
Flood Hazard Management Plan	D010/13 60	Maintain website, prepare surveys, public info	Ongoing	Ongoing	Ongoing	Ongoing	Lorin (L), Teresa, Anne-Marie
Flood Hazard Management Plan	D010	Manage USGS contract	Phase 2 USGS - Complete draft report - 3/31; presentation to ETF	USGS Published Alder Lake Report	USGS Publishes Final Phase 2 Report		Lorin (L)
Flood Hazard Management Plan	D010/13 60	Consultant management	Risk Assessment and EIS; S. Prairie Creek	Final EIS			Lorin (L)
Grants Coordination	D005	Provide coordination services for grants	Complete Policy and SOP.	Receive and process grant requests. Maintain Smart Sheet.	Receive and process grant requests. Maintain Smart Sheet.	Receive and process grant requests. Maintain Smart Sheet.	Chris/Barbara Ann (L)
Grants Coordination	D005	Administer small grant program in CC and KGI watersheds	Make award decisions	Determine future potential grants for PRWC and CCWSC	Advertise round of grants for KGI	Make funding decisions for KGI	Chris/Barbara Ann (L)

**WATER QUALITY AND WATERSHEDS SECTION 2012 WORKPLAN**

2012 Major Milestones

Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>7. Implement watershed management. (continued)</b>							
Grants Coordination		Administer onsite grant and loan program	Identify, solicit and coordinate onsite repairs for 2 to 3 systems under grant and loan program	Identify, solicit and coordinate onsite repairs for 2 to 3 systems under grant and loan program	Identify, solicit and coordinate onsite repairs for 2 to 3 systems under grant and loan program	Identify, solicit and coordinate onsite repairs for 2 to 3 systems under grant and loan program	Dan - L; Barbara Ann
Grants Coordination		Hold quarterly onsite grants and loan Committee meetings	Quarterly meeting	Quarterly meeting	Quarterly meeting	Quarterly meeting	Barbara Ann (L)
Grants Coordination		Administer Stormwater Retrofit Grant (Clarks Creek Retrofits)	Facilitate draft and final contract negotiations	Monitor performance, submit quarterly progress reports with billings to WDOE.	Monitor performance, submit quarterly progress reports with billings to WDOE.	Monitor performance, submit quarterly progress reports with billings to WDOE.	Lorin (L), Brian B.

**8. Administer and ensure County compliance with NPDES Phase I Stormwater Permit.**

Permit management	D053	Track and report progress on County Permit implementation	Prepare and submit annual report	Track progress	Track progress	Track progress	John, Dan, Rob
Permit management	D053	Track and participate in Draft NPDES permit	Complete analysis; brief Executive and Council; submit comments	Monitor state response	Conduct updated analysis of permit; determine appeal status		Dan - L, John
Permit management	D053	Determine and publish cost of compliance update	Complete draft cost analysis and draft implementation strategy	Final implementation strategy	Updated cost analysis		Dan - L, John
Permit management	D053	Develop implementation plan for 2013 permit					Dan, John
Permit management	D053	Permit Appeals		Determine whether to appeal	Participate in appeal	Participate in appeal	Dan
Permit management	D053	Participated with other jurisdictions regionally	Attend CCW and WQ Partnership meetings	Attend CCW and WQ Partnership meetings	Attend CCW and WQ Partnership meetings	Attend CCW and WQ Partnership meetings	Dan
Permit management	D053	Prepare PCC 11.05 summary for Council		Draft/Final Council report on penalties			Dan
Permit management	D053	EPA audit	Audit prep	Audit / May	Complete Audit		Dan, John
Permit management	D053	EPA Stormwater Rules			Track and comment on draft rules	Track and comment on draft rules	Dan, John

**WATER QUALITY AND WATERSHEDS SECTION 2012 WORKPLAN**

2012 Major Milestones

Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>8. Administer and ensure County compliance with NPDES Phase I Stormwater Permit. (cont.)</b>							
Permit management	D053	Publish and maintain memorandum of understanding and report interjurisdictional discharges	Publish and maintain list of jurisdictions. Report cross discharges.	Publish and maintain list of jurisdictions. Report cross discharges.	Publish and maintain list of jurisdictions. Report cross discharges.	Publish and maintain list of jurisdictions. Report cross discharges.	L - John, Rob
Permit management	D053	Develop and deliver NPDES training modules			Conduct training	Conduct training	L - Rob, Tiffany
Permit management	D053	Provide maintenance training to SWM, Roads, Airport, Solid Waste, Parks Dept.				Conduct training	L - Rob, Tiffany
Permit management	D053	Provide NPDES IDDE awareness training to field staff				Conduct training	L - Rob
Permit management	D053	Provide NPDES IDDE response training to inspection, enforcement field staff				Conduct training	L - Rob
Permit management	D053	Prepare and support program effectiveness analysis		Draft assessment	Final assessment		Windy, Tom K, Carla

**9. Enhance our highly functioning team**

Effective Teams		Manage section workplan, budget, support staff, participate on DMT and BZ PMT	Manage section	Manage section	Manage section	Manage section	Dan
Effective Teams		Participate in PWU "Balanced Score Card"	Determine scope	Complete WQWS input; Alinge 2013 budget request			L - Dan, Lorin, John, Len
Effective Teams		Build program plan	Draft and final program plan	Monitor plan	Monitor plan	Monitor plan	L - Dan, Lorin, John, Len
Effective Teams		Solicit nominations for annual section award			Solicit nominations	Award	Dan
Effective Teams		Organize and deliver annual section retreat				Retreat	Dan
Effective Teams		Provide learning and training opportunities for interns					Dan
Effective Teams		Recruit and fill WQ3 Inspection Lead and WQ2 Inspector positions	Recruit and complete hiring				Dan
Effective Teams		Complete and begin implementation of Professional Development Training Plan		Complete training plan		Begin implementation	Barbara Ann - L

**WATER QUALITY AND WATERSHEDS SECTION 2012 WORKPLAN**

		2012 Major Milestones					
Function/Project	Code	Description/Activity	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Who
<b>10. Provide support for Executive, Council, SWAB, and legislative policy initiatives</b>							
Policy Initiatives		Provide policy support to SWAB	Assist in Candidate recruitment, board establishment	Provide support services to board	Provide support services to board	Provide support services to board	Dan
Policy Initiatives			Work to achieve certainty in future permits through legislation		Prepare legislative strategy for SPCA/GMA/58.17 and ecosystem services	Finalize leg strategy, seek County approval	Dan
Policy Initiatives		Respond to Executive and Council initiatives	Provide staff support	Provide staff support	Provide staff support	Provide staff support	Dan - I, Tom K, Chris S
Policy Initiatives		Support Executive and Council on South Puget Sound Council	Provide staff support	Provide staff support	Provide staff support	Provide staff support	Lorin
Policy Initiatives		Support Flood Control Zone District	Support stormwater funding legislation, monitor and support County positions on permit reissuance	Support stormwater funding legislation, monitor and support County positions on permit reissuance	Support stormwater funding legislation, monitor and support County positions on permit reissuance		
Policy Initiatives		Respond to Legislative initiatives	Support stormwater funding legislation, monitor and support County positions on permit reissuance	Support stormwater funding legislation, monitor and support County positions on permit reissuance	Support stormwater funding legislation, monitor and support County positions on permit reissuance		Dan