Council Meeting Date: March 26, 2012 **Agenda Item:** 10(a)

CITY COUNCIL AGENDA ITEM

CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Surface Water Utility Discussion – Tiered Residential Rates & Shoreline School District Fee Credit Options
DEPARTMENT:	Public Works, Administrative Services
PRESENTED BY:	
ACTION:	____ Ordinance ____ Resolution ____ Motion __X__ Discussion ____ Public Hearing

PROBLEM/ISSUE STATEMENT:

The City's surface water management fee (SWM fee) includes a flat annual fee for all residential customers and commercial properties with less than 10 percent impervious surface. For other properties such as commercial and multi-family, the fee is based on parcel size and density of development (as determined by percent of impervious surface such as roofs and driveways). The revenue generated from the fee pays for SWM capital and operational programs administered by the City as presented in the 2011 Surface Water Master Plan.

In 2011, Council raised a question during the Surface Water Master Plan process as to whether a flat SWM fee is appropriate for all single-family residential lots. The issue being that individual lots vary widely both in size and level of development and may have different impacts on the surface water utility. Staff is proposing a potential residential tiered rate structure for Council's consideration.

The King County Code provides a surface water management (SWM) fee public school district discount program. It allows school districts in their service area to apply for a waiver of the annual fee based on the school districts providing documentation of their activities supportive of the goals of the surface water program. A recent state audit of the City's Surface Water Utility revealed that King County had continued to waive the City's surface water management fees per the original King County Code; however, when the City's code was adopted using the King County code as a template, it was silent on the issue of a fee credit. Preliminary annual utility fee estimates for the School District, using the City's current surface water fee structure, would be approximately $180,000.

The City of Shoreline must resolve this issue as the City cannot continue to allow for the fee waiver without having this option included in the City's code. Staff has already notified the School District of this situation. This analysis presents information regarding the estimated SWM fees for the Shoreline School District, regional survey results on other municipality school district fee credit programs, and financial considerations.

RESOURCE/FINANCIAL IMPACT:
The existing and proposed tiered residential SWM fee rate structures will not affect the gross revenue collected for the SWM Utility. However, it would alter the annual fees charged to residential property owners. Staff's recommendation would result in a reduced annual SWM fee for the majority (64%) of the City's residential parcels, a slight increase (approximately $2 per year) for 25% of the residential parcels, and a significant increase (approximately $65 per year) for 11% of the residential parcels.

Given that King County has been applying the fee waiver to the Shoreline School District, the City has not been collecting SWM fees from the School District since the City incorporated, nor has the City included the potential revenue from SWM fees from the School District in future utility revenue projections. If Council elects to incorporate an educational credit program for surface water related curriculum taught at Shoreline School District it is likely that there would be no financial impact to the Surface Water Utility Fund. If the Council does not adopt a fee credit program, then the Shoreline School District would be subject to the payment of SWM fees, which are estimated at $180,000 annually. This additional revenue could be used to either delay future SWM fee increases for the entire system or could reduce rates for existing rate classes, such as residential and commercial accounts.

RECOMMENDATION

Staff recommends that Council consider the proposed residential tiered rate structure and that Council consider adopting a fee credit program for the Shoreline School District that is based on credit earned for documented educational activities that benefit the City's surface water utility.

If Council provides direction to develop a fee credit program for the Shoreline School District, then staff will return to Council with the appropriate ordinance to incorporate this into the Shoreline Municipal Code and work with the School District to implement the program in 2012. If Council directs staff to implement the tiered residential structure, then staff will incorporate this proposal into the 2013 budget process and will develop a communication plan to notify property owners of this change.

Approved By: City Manager - *JU* City Attorney - *IS*

INTRODUCTION

The City's surface water management fee (SWM fee) includes a flat annual fee for all residential customers and commercial properties with less than 10 percent impervious surface. For other properties such as commercial and multi-family, the fee is based on parcel size and density of development (as determined by percent of impervious surface such as roofs and driveways). The revenue generated from the fee pays for SWM capital and operational programs administered by the City as presented in the 2011 Surface Water Master Plan.

In 2011, Council raised a question during the Surface Water Master Plan process as to whether a flat SWM fee is appropriate for all single-family residential lots. The issue being that individual lots vary widely both in size and level of development and may have different impacts on the surface water utility. Staff has researched potential residential tiered rates for Council's consideration.

The King County Code provides a surface water management (SWM) fee public school district discount program. It allows school districts in their service area to apply for a waiver of the annual fee based on the school districts providing documentation of their activities supportive of the goals of the surface water program. A recent state audit of the City's Surface Water Utility revealed that King County had continued to waive the City's surface water management fees per the original King County Code; however, when the City's code was adopted using the King County code as a template, it was silent on the issue of a fee credit. Preliminary annual utility fee estimates for the School District, using the City's current surface water fee structure, would be approximately $180,000. King County has not been requiring the Shoreline School District to provide documentation of their educational programs that justify the fee waiver.

The City of Shoreline must resolve this issue as the City cannot continue to allow for the fee waiver without having this option included in the City's code. Staff has already notified the School District of this situation. This analysis presents information regarding the estimated SWM fees for the Shoreline School District, regional survey results on other municipality school district fee credit programs, and financial considerations.

BACKGROUND

Tiered Residential Rates

The City of Shoreline's Surface Water Utility was established in 1995. The annual service charge (fee) system included a flat annual fee for all residential customers, independent of their size or level of development. This approach is common to most surface water utilities throughout Puget Sound. The City has maintained a flat fee for single-family residential properties since incorporation.

The City's Surface Water Utility is a self-supporting enterprise fund. As such, the stormwater fee is intended to fully fund all aspects of the program including annual inspections, maintenance and capital improvements, along with the City's NPDES permit requirements.

Stormwater fees are set based on the amount of impervious surface for a given property. For residential properties an average impervious surface coverage is used resulting in a flat annual rate for all residential property owners. Property owners who

qualify as low-income senior citizens and persons with disabilities are exempt from the City's SWM fee. For commercial property owners the fee is determined on an incremental scale based on the amount of impervious surfaces and the parcel size for each specific property. Discounts and a cost-sharing program are available and are aimed at reducing the amount of impervious surface on commercial parcels.

During the Surface Water Mater Plan (SWMP) staff presentation to Council on August 8, 2011, Council asked whether a flat annual rate is appropriate for all single-family residential lots, given that their size, level of development, and impacts to the surface water system can vary. For example, a large lot that has more impervious area (roofs, pavement, and patios) will have higher runoff volumes than a comparable smaller lot or a lot that is less developed. Collectively, higher runoff volumes result in increased peak flows and volumes, which can produce a greater incidence of flooding and/or erosion of stream systems. On August 8, the Council asked whether other communities have rate structures that are not a flat fee. Bellevue, Bellingham, and Seattle are communities that have variable SWM fees for single-family residences.

The City's current SWM fee is $133/per year for all single-family residential parcels. This same fee is also applied to commercial parcels that are predominantly undeveloped (less than 10 percent of the parcel area is impervious). Table 1 provides a summary of the SWM fee structure and revenues by class for 2011, with additional detail in Attachment 1. Roughly two-thirds of the Surface Water Utility revenue is from single-family residences.

Table 1
2011 Surface Water Management Fees

Category	Annual Fee	Percent of Impervious	2011 Revenue
Single-Family Residences	$130/parcel	Does not Apply	$2,061,524
Other Customers			
Very Light	$130/parcel	Less than or equal to 10%	$2,346
Light	$302/acre	10% to 20%	$20,843
Moderate	$625/acre	20% to 45%	$164,107
Moderately Heavy	$1,212/acre	45% to 65%	$135,920
Heavy	$1,535/acre	65% to 85%	$250,327
Very Heavy	$2,011/acre	85% to 100%	$564,147
			$3,199,214

Single family residential lots sizes vary significantly within the City. Table 2 provides a breakdown of the number and percentages of parcels within the City. The distribution of parcels is shown in the map on Attachment A; the majority of the larger parcels are located in the western part of the City

Table 2
Single Family Residential Size Distribution

Lot Size (square feet)	Number	Percent of Total
Less than 4,000 sf	392	2.9%
Between 4,000 and 9,000 sf	9,996	71.8%
Between 9,000 and 14,000 sf	4,104	19.4%
Greater than 14,000 sf	1,902	5.9%
Totals	**16,294**	**100%**

School District Fee Credit Program

The policy of not collecting stormwater fees from public schools is a program first established by King County through the adoption of King County's stormwater code (KCC Title 9). The program allows school districts to demonstrate that they are providing an equivalent amount of value in the form of a curriculum around stormwater education.

TIERED RESIDENTIAL RATES DISCUSSION & ALTERNATIVES

Staff has prepared a proposed residential rate analysis based on the following assumptions:

- The proposed analysis is revenue neutral. This means that an alternative rate structure must generate the same residential revenue as the current rate structure. This is necessary to provide the revenue to complete the maintenance and capital plans which Council has approved in the 2012 budget and the 2012-2017 CIP.
- The rate structure provides equity based on parcel sizes and impervious surface which causes runoff volume.
- A rate structure that minimizes administrative time for implementation.

Alternative 1. Existing Rate Structure

The existing rate structure for single-family residences is based on one rate class that assumes an average parcel size and average impervious percentage for all single family residential parcels. This is based on the rate model developed by King County in the 1990s and has been used in the City since incorporation in 1995.

Customer Class	Number of Parcels	Average Parcel Area (Sq. Ft)	Average Impervious %	SWM Fee/Parcel/Yr
Residential	16,294	10,874	33.5	$133

Pros

The existing rate structure is based on a single-customer class model that applies the same rate per parcel and it is very simple to administer.

Cons

The existing rate structure does not take into account the variety of parcel sizes that exist in the city and the associated effects of the impervious surface on those parcels.

Alternative 2. Tiered Residential Rate Structure based on Parcel Size and Impervious Area

Staff prepared this alternative based on parcel class and average impervious surface area per parcel class. This rate structure provides for four customer classes based on parcel size. The model applies the same unit cost per square foot of impervious surface in each rate class. This is calculated by dividing the existing revenue from residential parcels by the total area of residential parcel impervious surface. This results in a unit cost of $0.035/SF of impervious surface area. The SWM fee rate for each customer class is then determined by applying this unit cost to the total impervious area in each customer class and applying an equitable rate to each of the parcels in that customer class (i.e. total impervious area x $0.035/number of parcels). Based on this model, the existing rates would be reduced significantly ($20 to $89 per year) for parcels less than 9,000 SF (64% of total parcels), increase rates by approximately $2 per year for the residential parcels that are between 9,000 and 14,000 SF (25% of total parcels) and increase rates by approximately $65 per year for parcels greater than 14,000 SF (11% of the total).

Customer Class	Parcel Size Range (SF)	# of Parcels	Total Parcel Area (SF)	Average Parcel Area (SF)	Total Impervious Area in Class (SF)	Avg % Impervious	SWM Fee/Parcel/ Year
Small	0-4000	392	805,324	2,054	502,193	62.4	44.55
Medium	4000-9000	9996	75,685,122	7,572	32,610,634	43.1	113.46
Large	9000-14000	4104	43,133,882	10,510	15,902,153	36.9	134.76
Very Large	>14000	1802	57,562,335	31,944	10,260,495	17.8	198.03

Pros

This rate model provides a rate structure that is more equitable since is based on total impervious surface area for residential properties, parcel size and the runoff volume from the proposed parcel classes. It distributes cost based on the same unit cost, but applied for the characteristics of the residential customer class. In addition, a majority of Shoreline residential parcels would pay a lower annual SWM fee.

Cons

This rate model would substantially increase annual SWM fee rates for 11% of the residential parcels by approximately $68 per year. In addition, this rate model would require more administrative time than the existing single rate model because the different parcels would need to be identified and allocated the correct SWM fee before transferring the information to King County who administers the billing of the City's SWM fee for the City.

Impervious Surface Reduction Incentives

Councilmember Salomon had requested that staff provide information regarding potential incentive programs that could be used to encourage reductions in impervious surfaces. Staff will be prepared to provide information on this topic during the presentation on March 26.

SCHOOL DISTRICT FEE CREDIT PROGRAM DISCUSSION & ALTERNATIVES

King County Surface Water Management Fee School Discount Program

The King County SWM Fee School Discount program was part of the County's SWM program since inception in 1987. It allows school districts in the service area to apply for a waiver of the annual fee based on the school districts providing documentation of their activities supportive of the goals of the surface water program. The intent of the school credit program is to encourage school districts to administer curricula that encourage community stewardship of King County's water resources. School district properties, like other properties with impervious surfaces, contribute to surface water problems, but schools can also help meet the utility's community education goals. The program benefits the public in two ways: school district funds that would be spent on the SWM fees can be used for other purposes and students lean how to protect and appreciate water resources.

Neighboring Jurisdictions

A recent 2010 survey by the City of Federal Way regarding fee credit programs for school districts shows that approximately 7 (about 25 percent) of the 29 jurisdictions that responded provide a fee credit to the local public school district (Attachment A). The following are some examples of fee credit programs:

King County/Issaquah – Local school districts provide educational opportunities related to environmental subjects including hydrology, stormwater, water quality, etc. The school district submits a list of their curriculum along with a cost to implement and this is applied towards their stormwater fees. Schools are also required to maintain their stormwater facilities and will be charged for that parcel if it is not maintained. The schools are also required to implement source control measures per King County's Stormwater Pollution Prevention Plan.

Marysville – Marysville uses a city ordinance that describes the curriculum requirements for the school's environmental education program:

> "(b) Public Education Institutions. Publicly funded primary and secondary educational institutions that educate and inform their students about the importance of our surface and ground water resources may be eligible for a reduction in their storm and surface water utility rates in an amount of up to 100 percent. The goal is to reach all students within a school with this information at least once during their time at any one school. The rationale behind this credit is that the information provided by the school will translate into appreciation and stewardship of water resources and thereby reduce negative impacts on local streams, ponds and lakes that can result from uninformed citizens. The curriculum requirements shall be set forth in a contract provided by the education institution and shall include, at a minimum, information on the cause and effects of storm water pollution. The educational institution is responsible for providing all documentation that demonstrates the environmental education curriculum taught is above and beyond state requirements. In order to qualify for the reduction, the educational institution must submit a curriculum plan to the city council, which shall determine the amount of the reduction based on the scope, cost, and anticipated effectiveness of the plan. The reduction will be applicable

for five years but may be extended by the city council based on submittal of an updated curriculum plan and documentation of the effectiveness of the preceding plan."

Federal Way/Bremerton – Federal Way and Bremerton are similar to Marysville in that they provide a fee credit program for public school districts. Bremerton has identified a list of acceptable curriculum topics, along with a methodology to determine the value of the credit based on the school district's cost to provide the qualifying educational classes to students. The school district submits a list of their curriculum along with a cost to implement and this is applied towards their stormwater fees for a credit of up to 100% of the charged fee. In all cases, the in-kind services exceed the fees; therefore, they are not charged a SWM fee. Bremerton's program also allows for credit for qualifying hands-on special events that promote education and surface water stewardship. A copy of Bremerton's program is included as Attachment B.

Surface Water Fee Rate - Intent

The City's Surface Water Utility is a self-supporting enterprise fund. As such, the stormwater fee is intended to fully fund all aspects of the program including annual inspections, maintenance and capital improvements, along with the City's NPDES permit requirements.

National Pollutant Discharge Elimination System (NPDES) Education Requirements

The City's NPDES permit requires the development of an education and outreach program that targets specific audiences. Because of Shoreline's large school age children population, staff recognizes the importance of having an education program that targets them. But there are other target outreach groups listed in the permit aside from the general public that include businesses, contractors, engineers, developers and property managers. Even with an extensive school education program, Shoreline is still required to address the other target groups.

The Shoreline School District has directly benefited from the Surface Water Environmental Mini-Grant program. The City, through the SWM Operations budget of the Environmental Mini-grant program, has provided educational programs to the school district in the amount of $11,385 since 2009. These educational programs help the City meet its NPDES requirements.

Previous Year Waivers

Given that King County has been providing a waiver for SWM fees to the Shoreline School District for a number of years, the City will be requesting that the School District document the educational programs that they provided during the last three years that would have justified the King County waiver. Since the School District believed they were still operating under the credit program that King County implemented prior to the City's incorporation and King County has not been requiring documentation, the City Attorney's office has recommended that staff work with the School District to document their qualifying educational programs for the last three years, which follows the time period for the statute of limitations.

The Council can determine whether they would like Shoreline's SWM Utility to offer a fee credit program to the Shoreline School District. Below are the pros and cons for each alternative.

Alternative 1. Do Not Provide a SWM Fee Credit for the School District

The City is not required to provide a SWM fee credit for public school districts. Currently there is no such program provided for private schools or any other educational institution. The City does provide a fee waiver for qualifying low-income seniors and persons with disabilities, along with opportunities for discounts and cost-sharing for projects that reduce impervious surface on commercial properties.

If the Council does not want to provide a fee credit program for the school district, then the school district will need to start paying SWM fees, which are estimated at $180,000 annually. The school district has not included these fees in their budget, as they have never paid them either to King County, before City incorporation, or to the City following incorporation.

Pros

The SWM fee revenue collected from the School District would support surface water operational and capital improvements throughout the City. This additional revenue could be used to improve operational programs, construct more capital projects for replacing aging infrastructure, delay future rate increased or reduce fees of existing rate classes. The $180,000 would be approximately equivalent to a rate reduction to existing residential accounts of $7.30 per year.

Cons

The School District would need to allocate $180,000 of their budget for the City's SWM fees, which will impact their ability to provide some of their existing educational programs.

Alternative 2. Implement a SWM Fee Credit Program for the Shoreline School District

The City can develop a SWM fee credit program that allows for the School District to receive credit for qualifying educational programs that benefit the City's surface water utility. If Council desires to consider a fee credit program, then staff recommends that it be based on a model similar to that of the City of Bremerton. Staff would work with the School District to develop a list of qualifying educational curriculum that would benefit the City's SWM utility along with a method to determine the value of the credit towards the district's SWM fees. The City would require that the annual credit determination be documented. Staff would recommend that the fee credit program be re-examined by the Council in five years.

Staff would recommend that if the City implements a fee credit program for the school district, then that the City would no longer fund educational programs for the school district through the environmental mini-grant program.

Pros
The School District's educational programs provide a benefit to the City's Surface Water Utility and protection of the environment. Educated students will have a greater understanding of stormwater pollution; this awareness positively benefits the community and local environment. The School District will not have to reallocate $180,000 of their budget to pay for SWM fees.

Cons
Providing a fee credit for the School District shifts the burden for revenue collection to other residential and commercial accounts, in other words their fees could be slightly lower if the Utility collected SWM fees from the district. Another option would be that the additional SWM fees from the School District would increase the revenue for future maintenance and capital projects.

COUNCIL GOAL(S) ADDRESSED

The SWM rate issue is related to Council Goal 2: "Provide safe, efficient, and effective infrastructure to support our land use, transportation, and surface water plans."

RESOURCE/FINANCIAL IMPACT

The existing and proposed tiered residential SWM fee rate structures will not affect the gross revenue collected for the SWM Utility. However, it would alter the annual fees charged to residential property owners. Staff's recommendation would result in a reduced annual SWM fee for the majority (64%) of the City's residential parcels, a slight increase (approximately $2 per year) for 25% of the residential parcels, and a significant increase (approximately $65 per year) for 11% of the residential parcels.

Given that King County has been applying the fee waiver to the Shoreline School District, the City has not been collecting SWM fees from the School District since the City incorporated, nor has the City included the potential revenue from SWM fees from the School District in future utility revenue projections. If Council elects to incorporate an educational credit program for surface water related curriculum taught at Shoreline School District it is likely that there would be no financial impact to the Surface Water Utility Fund. If the Council does not adopt a fee credit program, then the Shoreline School District would be subject to the payment of SWM fees, which are estimated at $180,000 annually. This additional revenue could be used to either delay future SWM fee increases for the entire system or could reduce rates for existing rate classes, such as residential and commercial accounts.

RECOMMENDATION

Staff recommends that Council consider the proposed residential tiered rate structure and that Council consider adopting a fee credit program for the Shoreline School District that is based on credit earned for documented educational activities that benefit the City's surface water utility.

If Council provides direction to develop a fee credit program for the Shoreline School District, then staff will return to Council with the appropriate ordinance to incorporate this into the Shoreline Municipal Code and work with the School District to implement the

program in 2012. If Council directs staff to implement the tiered residential structure, then staff will incorporate this proposal into the 2013 budget process and will develop a communication plan to notify property owners of this change.

ATTACHMENTS

Attachment A:	Residential Parcel Size Map Distribution within the City
Attachment B:	SWM Fee Credit Survey Summary, conducted by City of Federal Way regarding SWM Fee Credits for local school districts
Attachment C:	Examples of SWM Fee Credit Reporting Forms

City of Shoreline
Geographic Information System

Attachment A

Single Family Residential Lot Size

Residential Lot Size
Sq. Feet

- 0 - 3,999
- 4,000 - 8,999
- 9,000 - 13,999
- 14,000 - 1,998,097
- City Limit
- City Park

0 437.5875 1,750 2,625 3,500 Feet

CITY OF SHORELINE

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Survey of Local Jurisdictions-
Stormwater Reduction Programs for Local Schools

(Conducted by the City of Federal Way, March 2010)

1. Does your jurisdiction offer a Surface Water fee waiver/reduction program for the local school district?

Auburn	No
Battleground	No
Black Diamond	No
Bothel	No
Bremerton	**Yes**
Edmonds	No
Enumclaw	No
Everett	No
Federal Way	**Yes**
Fife	No
Issaquah	**Yes**
Kent	No
Kirkland	No
Longview	**Yes**
Marysville	**Yes**
Mill Creek	**Yes**
Monroe	No
Mount Vernon	No
Mountlake Terrace	No
Poulsbo	No
Puyallup	No
Renton	No
SeaTac	No
Shoreline	No
Sumner	No
Tukwila	No
Pierce County	No
King County	**Yes**
Whatcom County	No

2. If so, do you require the school district meet certain requirements in order to receive a waiver or a reduction of fees?

Bremerton	Yes
Federal Way	Yes, but we are re-evaluating the requirements.
Issaquah	Yes, same as King County.
Longview	Yes
Marysville	Yes, Marysville has an ordinance that describes the curriculum requirements for the school's environmental education program.
Mill Creek	Yes, however there are no set requirements. The City periodically requests information regarding the curriculum.
King County	Yes, local school districts provide educational opportunities related to environmental subjects included hydrology, stormwater, water quality, etc. Schools are also required to maintain their stormwater facilities and will be charged, for that parcel, if it is not maintained. The schools are also required to implement source control measures per King County's Stormwater Pollution Prevention Manual.

3. If your jurisdiction waives fees in exchange for surface-water related curriculum, do you play a role in helping develop the curriculum?

Bremerton	Yes, the curriculum must be specific to the problems and issues pertaining to surface and stormwater.
Federal Way	No
Issaquah	No. The City reviews the annual report each year and typically finds that their program is fairly extensive.
Longview	Yes
Marysville	The City does not develop the programs but do require the school district to submit their curriculum for approval.
Mill Creek	No
King County	The County has a list of subjects that need to be chosen from.

4. Do you track these activities as public education & outreach for the NPDES permit?

Bremerton	Yes
Federal Way	Not in the past, but plan to.
Issaquah	No, but this is a good idea.
Longview	Not in the past.
Marysville	Yes
Mill Creek	Yes
King County	We haven't tracked this for the permit but it does provide opportunities. We would have to get more deeply involved in the curriculum to ensure stormwater issues were part of the class work.

5. Does your jurisdiction assess or evaluate the success or understanding of storm water related topics that are taught by the school district?

Bremerton	Yes
Federal Way	Not in the past, but plan to.
Issaquah	No
Longview	No
Marysville	Yes
Mill Creek	No
King County	No

6. Does your jurisdiction provide additional surface water related education to schools?

Auburn	**Yes**
Battleground	No
Black Diamond	No
Bothel	**Yes**
Bremerton	Upon request.
Edmonds	Upon request.
Enumclaw	No
Everett	**Yes**
Federal Way	Upon request.
Fife	No
Issaquah	No
Kent	**Yes**
Kirkland	**Yes**
Longview	**Yes**
Marysville	**Yes**
Mill Creek	Upon request.
Monroe	No
Mount Vernon	**Yes**
Mountlake Terrace	**Yes**
Poulsbo	No
Puyallup	Upon request.
Renton	No
SeaTac	Upon request.
Shoreline	No
Sumner	No
Tukwila	No
Pierce County	**Yes**
King County	No
Whatcom County	No

City of Bremerton Stormwater Utility
School Credit Program Procedures

The intent of the school credit program is to encourage public school districts to administer curriculum that promotes community stewardship of Bremerton's water resources. School district properties, like others with impervious surfaces, contribute to surface water problems, but schools also help the stormwater utility meet its goals. The school credit program benefits the stormwater utility because public schools can cost effectively advance stormwater utility goals by educating teachers and students about water resources and by undertaking some of the actual tasks involved in protecting those resources.

School districts and school properties affected:
Any public school district that owns properties in the Bremerton city limits may be eligible for the school credit program. Credit may be given for stormwater related classes and activities administered at each public school in an eligible district. If sufficient curriculum is documented, stormwater fees may be reduced to one Imperious Surface Unit (ISU) for each property owned by eligible school districts, including those which serve support functions.

Curriculum topics for which credit will be given:
Bremerton will provide to districts a list of stormwater related curriculum topics for which credit will be given. Instruction in any subject area may be counted toward the fee waiver if it promotes education about surface water issues.

Grade level of curriculum:
Any grade level curriculum may be eligible for credit. A 60/20/20 distribution documented curriculum among elementary, intermediate, and high schools respectively is recommended, but not mandated.

School year in question:
Districts will apply for credit based on curriculum administered during the present school year. For example, districts will apply for a credit of 2005 stormwater fees by June 2005 based on curriculum administered during the 2004-2005 school year, beginning in September 2004.

Extra credit:
In addition to standard classroom curriculum, credit toward the fee may be awarded for hands-on surface water related activities performed by students (see Attachment C) and for teacher training that districts administer on stormwater-related issues. Bremerton will provide a fact sheet for districts to distribute to teachers describing hands-on activities eligible for extra credit (Attachment A-2). Other similar hands-on student activities may be credited with City approval; teachers' ideas are strongly encouraged.

Documentation of curriculum:
Each year Bremerton will provide districts with official fee credit forms and examples of completed forms to use as a model for documenting curriculum. Forms and examples will be included for documenting districts' in-class instruction, hands-on student activities, and teacher training (see Attachments B and C).

Calculation of Credit:
Credit awarded to school districts will be calculated as follows:

(1) Credit awarded for in-class instruction of students will be equal to the number of classrooms which received the relevant instruction, times the number of hours of instruction per class, times the hourly class cost, plus total support costs for the class. (For example, 27 classrooms X 20 hours per class X $50 hourly class + $125 for materials = $27,125 worth of credit.)

(2) Credit awarded for hands-on activities and/or field trips by students will be equal to the number of classrooms which participated in such activities, times the number of hours of participation, times the hourly class cost, plus total support costs for the activities. (For example, 10 classes X 5 hours each X $50 hourly class X + $125 for buses = $2,625 worth of credit.)

(3) Credit awarded for teacher training will be equal to the number of teachers who received the instruction, times the number of hours of instruction, times the hourly class cost, plus total support costs for the training (For example, 15 teachers X 8 hours of instruction X $50 hourly class cost + $150 for copying materials = $6,150 worth of credit.)

Hourly class cost is defined as the district's hourly teacher rate multiplied by 1 + the indirect expenditure allocation percentage. The indirect expenditure allocation rate is taken from the district's most recent F-196 111 Report.

Date documentation due to City:
Documentation of all relevant curriculums from the current school year will be due to the City by June 30 of each year to apply for credit towards the current year's stormwater fees. (For example, documentation of in-class curriculum will be due in June 2005 for the school year 2004-2005 to apply for the 2005 billing year.) Mail to:

Department of Public Works and Utilities Attn: Paul Lucas
3027 Olympus Drive
Bremerton, WA 98310

Procedure Summary:

1. School District provides education, hands-on activities, and teacher training on topics on the "Approved Curriculum List" (Attachment A-1).
2. Each year, School District documents these activities by preparing a course content description and filling out forms (Attachments B and C).
3. Send required forms to City of Bremerton Department of Public Works and Utilities by June 30.
4. City of Bremerton then provides credit to the School District toward its stormwater utility fee.

Attachments:

A-1 List of Program Approved Curriculum Topics
A-2 Fact Sheet
B-1 Course content description EXAMPLE
B-2 Credit Request Form EXAMPLE
C Credit Request Form BLANKS

Attachment A-1

City of Bremerton Stormwater Utility
List of Program Approved Curriculum Topics

The following topics have been approved as curriculum topics that can be used to support your School District Stormwater Utility Credit Request.

- The hydrologic cycle
- Rainfall and its function in the system
- Wetlands, streams, rivers, lakes and their ecological systems
- Effects of urbanization on surface water quality and quantity
- Water pollution from both point and non-point sources
- Water pollution prevention
- Water testing / water chemistry
- Land use effects on runoff and stormwater (impervious surfaces, livestock, motor vehicles, gardening, etc.)
- Causes and effects of flooding
- Wetland wildlife: birds, amphibians, insects and their role in the ecosystem
- Salmonids (salmon and trout):
  - Life cycle
  - Habitat requirements
  - Fisheries
- Wetland plants / native plants and their benefits
- Studies of the watershed or stream basin in which the school or district is located

Attachment A-2

City of Bremerton Stormwater Utility School Credit Program Fact Sheet

Each year, school districts receive credit toward their stormwater fees for providing relevant education for students and teachers. Appropriate topics include: the hydrologic cycle; rainfall and its function in the system; wetlands, streams, rivers, lakes and their ecological systems; effects of urbanization on surface water quality and quantity; water pollution from both point and non-point sources; water pollution prevention; water testing/water chemistry; land use effects on runoff and stormwater (impervious surfaces, livestock, motor vehicles, gardening, etc.); causes and effects of flooding; wetland wildlife: birds, amphibians, insects and their role in the ecosystem; salmonids (salmon and trout) -- life cycle; habitat requirements; fisheries; wetland plants/native plants and their benefits; studies of the watershed or stream basin in which the school or district is located.

Some hands-on activities your classes do or which you would like to undertake could help your school district achieve credit stormwater utility fees. Through hands-on learning, students and schools perform services of value to the City of Bremerton Stormwater Utility. Fee waiver credit will be awarded to districts based on the number of classes and hours spent on the hands-on activity. Examples of such activities are:

- Sampling or monitoring nearby lakes, streams, or stormwater facilities
  - Reading crest gauges after storms
  - Recording findings and reporting data to the stormwater utility
- Growing native plants on school grounds
  - Tracking results with various species
  - Providing data and/or plants to stormwater utility for revegetation projects
- Monitoring parking lot discharge
  - Sampling water quality of runoff from school parking lots
  - Performing simple water quality tests and reporting findings
- Tracking drainage system of school
  - Possibly monitoring for repair & maintenance (older students) and reporting to stormwater utility
- Participation in the annual Kitsap Water Festival (for 5th graders). Note that bus transportation for this event is paid for by the City of Bremerton.

Similar activities which involve students directly in hands-on learning and advance the stormwater utility's mission may be credited with prior approval by the Department of Public Works & Utilities.

Notify your district administration if your class does hands-on activities you think would be eligible, or if you would like to start such program. Other materials the City of Bremerton Public Works & Utilities can provide are:

- Brochures & materials on water quality and conservation (call 473-2315 for more information)
- Loaning of the video "A Water Tour of Bremerton" and water conservation videos (call 473-2315 for more information)
- Tours of the City's Wastewater Treatment Plant (call 473-5400 to schedule tour)
- Tours of the City's Gorst Creek Enhancement Project (call 473-5354 to schedule tour)
- Information on the City's website – www.ci.bremerton.wa.us

Attachment B-1

City of Bremerton Stormwater Utility Course Content Description

Salmon Enhancement Project

Participation: Elementary schools

Program Content: Field trips including trips to fish hatcheries, trips to the destination lake or river to release hatched salmon and to study water resources, conservation, pollution, etc. In-school care of the tanks in which salmon eggs are hatched; care and feeding of the young salmon after hatching; study of salmon in their natural habitat and effects of pollution on salmon habitat.

2	4-hour field trips for 10 classes	80 hours
1	1-hour assembly for 10 classes	10 hours
1	Hour/Week minimum study & care of salmon for 10 classes (November-March 10 X 1 hour X 20 weeks)	200 hours
1	Hour/Month minimum – study of salmon, all other classes in project elementary schools – 20 classes X 1 hour X 5 months	100 hours
	Total Hours	**390 hours**

Gorst Creek Watershed

Participation: Middle School students

Program content: Students went on field trips in September 2005 to the Gorst Creek Enhancement Project. Focus was on salmon migration.

Total Hours (6 classes X 4.5 hours per class): 27 hours

Powerful Choices Presentation on Water Conservation

Participation: Middle school students

Program content: This was a class sponsored by Puget Power and the City of Bremerton to raise awareness of the water cycle and water conservation.

Total Hours (6 classes X .75 hours per class) 4.5 hours

Kitsap Water Festival

Participation: Elementary school students

Program Content: variety of experiences about water-related topics including hands activities, classroom sessions, story-telling, and displays.

Total Hours (20 classes x 4 hours) 80 hours

Course Content Description (Continued)

6th Grade Camp

Participation: Middle school students

Program content: Three-day camps which the students participate in 10-12 hours of various study activities.

Camp (10 classes X 12 hours per class)	120 hours
Growing Native Plant Activity (10 classes, 5 hours hands-on activity)	50 hours
Teacher Training	
Teaching wetlands (15 teachers, 8 hours instruction)	120 hours
Total hours	**290 hours**

Chemistry in the Community

Participation: 9th Grade

Program content: Environmental studies elective encompassing the following courses of study: hydrologic cycle; drinking water; land use runoff; sewage treatment; water pollution. Students collect samples from the environment, conduct experiments in a lab setting and study the impact of environmental pollutants on human and aquatic life.

Total Hours (20 classes X 3 hours per class): **60 hours**

Environmental Science

Participation: High school students

Program content: Environmental studies elective encompassing the following courses of study: Water cycle-groundwater/rainfall, wetlands/wetlands ecology, streams, water pollution, and concepts of stream habits. Trips along a creek riparian zone.

Total Hours (10 classes X 3 hours per class)	**30 hours**
Total Hours	**881.5 hours**

Attachment B-2

City of Bremerton Stormwater Utility School District Surface & Stormwater Management Credit Request

School District	School Year
Bremerton	2004-2005

Teacher Rate (salary + benefits) $34.84 hr

Indirect Expenditure Allocation 54.41 %

Hourly Class Cost = Hourly Teacher Rate X (1 + Indirect Expenditure Allocation %) 53.80

Grade Level	Title of Class, Activity, Field Trip, or Teacher Training [2]	(a) No. of Classrooms	(b) Hours per Class	(c) Class Cost[3]	(d) Total Support Costs	(e) TOTAL
5	Gorst Watershed	6	4.5	$1,452.60		$1,452.60
4 - 5	Salmon Hatching Project	10	24	$12,912.00		$12,912.00
K - 5	Salmon Study	20	5	$5,380.00		$5,380.00
5	Kitsap Water Festival	20	4	$4304.00		$4304.00
6	Camp	10	12	$6,456.00		$6,456.00
7	Powerful Choices	6	0.75	242.1		$242.1
	Water Presentation					
9	Environmental Science	10	3	$1,614.00		$1,614.00
10	Chemistry in the Community	20	3	$3,228.00		$3,228.00
6	Growing Native Plants	10	5	$2,690.00	$125.00	$2,815.00
Teachers	Teaching Wetlands	15	8	$6,456.00	$150.00	$6,606.00
					TOTAL	$45,009.7

Footnotes

1 Use the rate from the most recent F-196 111 Report
2 Attach a description of the surface & stormwater management content for each entry
3 Multiply column (a) X (b) X Hourly Class Cost from the top section of this form

This information accurately represents the surface and stormwater management education presented by this School District. Documents supporting this information are on file with the School District.

Signature _____ Date: _____

Attachment C

City of Bremerton Stormwater Utility School District Surface & Stormwater Management Credit Request

School District	School Year
Bremerton	

Teacher Rate (salary + benefits) $ /hr Indirect Expenditure Allocation %

Hourly Class Cost = Hourly Teacher Rate X (1 + Indirect Expenditure Allocation %) $ /hr

Grade Level	Title of Class, Activity, Field Trip, or Teacher Training [2]	(a) No. of Classrooms	(b) Hours per Class	(c) Class Cost [3]	(d) Total Support Costs	(e) TOTAL
					TOTAL	

Footnotes

1 Use the rate from the most recent F-196 111 Report
2 Attach a description of the surface & stormwater management content for each entry
3 Multiply column (a) X (b) X Hourly Class Cost from the top section of this form

This information accurately represents the surface and stormwater management education presented by this School District. Documents supporting this information are on file with the School District.

Signature _____ Date: _____

Report to the City of Marysville—Implementation of Water Quality and Watershed Education in the Marysville School District, 2007-2009

Kyle Kinoshita, Executive Director, Teaching and Learning Department, Marysville School District
October 17, 2009

Since 2007, the Marysville School District has put considerable effort and resources in implementing the agreement with the City of Marysville to develop education around surface water and overall preservation of the local watersheds in and around Marysville. The district's Teaching and Learning department has a dedicated line item in its annual budget to continue and improve this imitative. As of 2009, the teaching of a unit with this content is firmly established in the elementary and middle school curriculum. In addition, the 5th grade unit has a hands-on field experience at the Jones Creek Outdoor Learning Center in the Allen Creek neighborhood. The Outdoor Learning Center was developed specifically to serve the initiative on watershed education. A large amount of energy was directed toward pulling together a local partnership to develop the Center to serve the mission of environmental education.

The units of study

In 2007, the district initiated work with the 5th grade, combining professional development on Project WET, the Snohomish Public Works' curriculum on watershed preservation. It was combined with the development of the field trip experience to the Jones Creek Outdoor Learning Center, facilitated by the Stilly-Snohomish Fisheries Enhancement Task Force. The 5th grade educational experience was based on the learning unit developed by Steve Malmsted, teacher at Allen Creek Elementary, who is on stipend to coordinate watershed education for the district.

The district's middle schools all commenced teaching a unit developed by Kirby Schauffler, a Cedarcrest Middle School science teacher. Professional development was conducted for middle school science teachers so they were familiar with the unit. Field trips are conducted with 8th grade students when possible.

The district's Teaching and Learning Department regularly monitors the implementation of watershed education at the elementary and middle schools. As a part of its overall improvement of the high school science program, which features environmental education in several of the high school smaller learning communities' science classes, Teaching and Learning will be developing a more focused high school component on local watersheds.

The Jones Creek Outdoor Learning Center

To provide students with high quality outdoor learning opportunities about local watersheds, the district has dedicated a site specifically for the purpose of environmental studies. This site, known as the Jones Creek Outdoor Learning Center, is an 11-acre wetland and salmon stream habitat. It is now a part of the required environmental education unit about surface water preservation. Students participate in stream restoration as well as learn about water quality as it relates to this urban ecosystem.

In 2005, the Marysville School Board recognized the potential and importance of the Jones Creek site, and passed a formal resolution reserving the area for environmental studies programs. The board designated the site for the purpose of supporting district staff in the development of hands-on environmental study for Marysville students, and welcomed the participation of partnering organizations.

Professional development, transportation to the site, and a new line item in the district's budget to support the experience were in place to provide district support. The development of Jones Creek Outdoor Learning Center continues to gain momentum as a premier site for science studies in an urban ecosystem. In addition, a 2007 and 2009 Tulalip Charitable Fund donation supported site development at the Jones Creek Center. The

district's Maintenance Department has also spent considerable time and resources improving facilities and access around the site.

Community partnerships assisting watershed education work

The Environmental Education work has generated many partnerships to assist in the education of Marysville School District students. Several organizations are working together to meet student's learning needs and achieve the overarching goals of the Jones Creek Outdoor Learning Center. Their major roles:

- City of Marysville: City staff provide technical expertise in support of the restoration efforts, plus aid in teaching students about the importance of water quality.
- Stilly-Snohomish Fisheries Enhancement Task Force: Task Force staff coordinates fieldtrip logistics, provide teaching assistance, and supply funding for buses and plants.
- Boy Scouts of America: With input from the other partners, BSA Scout Troop 81, from Marysville, designed and constructed a shelter, which serves as a student learning kiosk and center for the learning activities for visiting classes. Life Scout Travis Givler undertook the shelter construction as an Eagle Scout Community Service Project. He coordinated his troop and other volunteers in these efforts, and was directly supervised by the troop's adult leaders and advisers.
- Stillaguamish Tribe: Representatives of the Stillaguamish Tribe provide student support. Volunteers conducted an extensive operation to develop and improve the network of trails around Learning Center.
- Tulalip Tribes: Tulalip Tribes has provided a large amount of funding for site enhancements and will provide additional technical support with project expansion.
- Snohomish County Public Works: Educators from the county regularly provide workshops in-district featuring Project WET, the 5th grade's unit materials supporting watershed education.
- Allen/Quilceda Watershed Action Team: This multi-partner organization provides technical support and water quality testing materials. The A/QWA Team will coordinate the planning and construction of the site's walking trails and the installation of the signs. Agencies that are a part of this organization include the Snohomish Conservation District, Washington State Department of Ecology, Tulalip Tribe, Cities of Arlington and Marysville, Stilly-Snohomish Task Force, and Snohomish County Surface Water Management.

Future plans

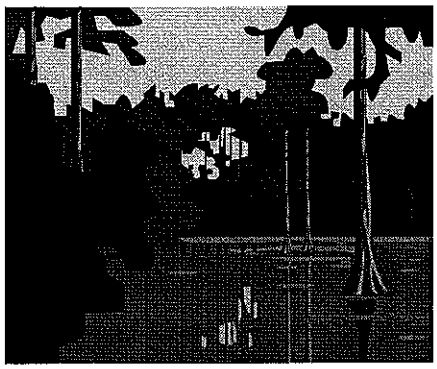
Work will be conducted to improve watershed education at the high school level. In addition, the district and its community partners will continue to improve the Jones Creek site to expand its use as a site for field education.

Attachments

- Example of recruitment for on-going professional development for teachers around watershed education
- PowerPoint presentation on the Water Quality and Watershed Education project.

EARLY HEADS UP—Project WET training

Watershed Education for 5th Grade Teachers—Supporting 5th Grade Watershed Unit and Field Trip



Project WET, an environmental education unit developed by Snohomish County Public works, helps teachers to fulfill the fifth grade science requirement to teach about watershed preservation in Marysville.

The unit will also give you and students the skills to better appreciate the 5th grade field trip to Jones Creek Outdoor Learning Center in the spring.

It is highly recommended for teachers who are new to 5th grade who have never taken the course before.

Wednesday, December 2nd 8 am-3:30 pm Service Center Board Room

- ***6.5 Clock Hours available***
- ***LUNCH PROVIDED courtesy Snohomish County Public Works***
- ***To register and arrange for a sub, e-mail Linda Taylor at Teaching and Learning***

FACT SHEET
KING COUNTY WATER AND LAND RESOURCES DIVISION
SURFACE WATER MANAGEMENT FEE SCHOOL DISCOUNT PROGRAM

Water and Land Resources Division - Our Role

The Water and Land Resources (WLR) Division was established in 1997. It brings together a variety of King County programs focused on clean water, open space, healthy fish and wildlife, and flood protection. The service charge-funded surface water management program, which was established in 1987, is now part of the WLR family of programs. This particular program seeks to control flooding, erosion, water pollution, and habitat destruction caused by stormwater runoff through planning, maintenance, and public education.

Surface Water Management Fee School Discount Program

The Surface Water Management Fee School Discount program has been part of the County's service charge-funded program since its inception. It allows school districts in the service area to apply for a waiver of the annual fee based on the school districts providing documentation of their activities supportive of the goals of the surface water program, the completion of maintenance corrections of the district's stormwater and water quality drainage facilities and the implementation of source control, pollution prevention practices. Maintenance corrections are determined by an inspection performed by WLR personnel and documented in a Maintenance Correction letter sent to each district for each district owned facility. Pollution prevention practices are documented in letters sent to the district after a water quality site audit is completed by WLR staff.

Rationale

The intent of the school credit program is to encourage school districts to administer curricula that encourage community stewardship of King County's water resources. School district properties, like other properties with impervious surfaces, contribute to surface water problems, but schools can also help the WLR Division meet its community education goals. The program benefits the public in two ways: school district funds that would be spent on the SWM fees can be used for other purposes and students learn how to protect and appreciate water resources.

Qualifying Curricula

Curricula that may qualify for a fee waiver include those which address the plants and wildlife of wetlands, streams and rivers, the hydrologic cycle, the salmon life cycle, and the effects of urbanization of water quality. Curricula that involve students directly in activities such as testing water quality, raising native plants, and monitoring or revegetating ponds or streams is especially encouraged.

Any grade level's curriculum is acceptable.

Classes and activities from any school within the district are eligible.

The credit applies to all school district properties regardless of use.

The dollar amount of credit is determined by a formula that reflects the number of classrooms, number of class hours, and hourly class cost.

The WLR Division provides official fee waiver forms and sample applications to districts each year.

List of WLR Division-Approved Curriculum Topics

- The hydrologic cycle
- Rainfall and its functions in the system
- Wetlands, streams, rivers, lakes, and their ecological systems
- The effects of urbanization on surface water quality and quantity
- Water pollution: point and non-point sources
- Land use effects on runoff and stormwater (impervious surfaces, livestock, motor vehicles, gardening, etc.)
- The causes and effects of flooding
- Wetland wildlife: birds, amphibians, insects, and their roles in the ecosystem
- Salmonids (salmon and trout):
  Life cycle
  Habitat requirements
  Fisheries
- Wetland plants/native plants and their benefits
- Studies of the watershed or stream basin in which the school or district is located

February 8, 2012

«MM» «First_Name» «Last_Name»
«Title»
«Organizations»
«street»
«city», «state» «zip»

RE: Request for Waivers of 2011 King County Surface Water management (SWM) fees

Dear «MM» «Last_Name»:

Currently, school districts are assessed a SWM charge each year just like other property owners in the King County Water and Land Resources (WLR) Division's SWM service area. School districts may, however, apply for a waiver of each year's fees by submitting documentation of the surface water related curriculum they provided that year. The school waiver program is offered because, while school districts (as property owners) do contribute to surface water problems, they also provide a unique opportunity to educate community members about surface water resources and the effects of urbanization.

Enclosed is an invoice summarizing the total 2011 SWM service charges for «Organizations». Because of incorporations or acquisitions of property, your list of parcels in unincorporated King County may have changed since last year. Please note that, while the invoice shows the total charges only on properties in the SWM service area, you may document curriculum administered throughout the district to offset the fees on those properties.

Also included with this letter is a *Request for Rate Adjustment Form* for your district representatives to use in requesting a rate adjustment (fee waiver), a *School District Surface Water Management Credit Request Form*, and a fact sheet on the program with a list of curriculum topics that qualify for fee waiver. This list will probably remain much the same in the foreseeable future, which may help you track relevant curriculum in upcoming school years. An example of a completed Request for Rate Adjustment Form to use as a guide is available on request. The completed sample provides an excellent example of the level of detail we are looking for. Contact Ken Krank, Supervising Engineer, WLR, at 206-296-8172 or ken.krank@metrokc.gov if you would like a copy of the example. **Please note that forms must be completed and returned to the WLR Division by December 12, 2008.**

In completing your Request for Rate Adjustment Forms, please be as specific as possible about the content of courses which your district is requesting SWM fee waiver, their direct relevance to surface water issues, and the number of course hours devoted to these issues. The WLR Division is particularly interested in curricula that emphasize hands-on learning experiences for students, such as doing runoff experiments in the classroom or testing water quality.

Only surface water management related topics count toward off-setting your SWM fees. Marine education, conservation, forestry or energy, for example, are not topics that can be included for the fee waiver unless there is a direct link to surface water management issues. When providing information on surface water management related topics, please do not send copies of curricula or activity sheets. Make sure the information provided is current and up to date and please sign and date all required pages.

In addition to meeting the fee waiver criteria for surface water related curriculum, the districts must complete required maintenance identified by WLRD on district-owned stormwater control facilities and address any water quality compliance issues or violations identified by WLRD on district-owned properties. The district will be notified of any outstanding maintenance or water quality compliance issues during annual inspections this summer and fall and will be asked to address these in a timely manner so the fee waiver request can be approved in early 2011. WLRD usually works directly with the custodians of individual district properties to address outstanding maintenance and water quality compliance issues.

If you have any questions about completing the Request for Rate Adjustment Form or the process for addressing required maintenance, please call Tom Lew at 206 296-8327 or me at 206 296-8172. For questions about water quality compliance, please call Doug Navetski at 206 296-8311. We hope to continue working with you to educate students about the importance of the County's water resources.

Sincerely,

Kenneth D Krank, P.E., Supervising Engineer, Water and Land Resources Division,
Department of Natural Resources and Parks

KK:in

Enclosures
cc: Diane Schneider, Billing Supervisor, Water and Land Resources Division,
Department of Natural Resources and Parks
Tom Lew, Senior Engineer, Water and Land Resources Division,
Department of Natural Resources and Parks
Doug Navetski, Supervising Engineer, Water and Land Resources Division,
Department of Natural Resources and Parks

King County Water and Land Resources Division
REQUEST FOR RATE ADJUSTMENT FORM

Requirements

A. A "Request for Rate Adjustment" must be filed within three years of the date that the service charge was mailed. Late or incomplete forms will be returned.

In accordance with King County Code 9.08.080 C, the property owner shall have the burden of proving the rate adjustment sought should be granted. Pursuant to King County Code 9.08.060 A., filing of such a request does not extend the period for payment.

B. A "Request for Rate Adjustment" must identify which of the seven qualifying conditions specified in King County Code 9.08.080 apply to the property. Each request must also include all of the documentation required for that specific qualifying condition by the "Rate Adjustment Requests" Public Rule and Regulation. If the required documentation is not included, the Request will be returned.

C. Questions about "Request for Rate Adjustment" forms can be answered by calling a Water and Land Resources Division, Ken Krank @ 206-296-8172.

D. Send Completed "Request for Rate Adjustment" forms by certified mail or hand deliver to:

Ken Krank, Supervising Engineer
Stormwater Services Section
Water and Land Resources Division
201 S Jackson, Suite 600
Seattle, WA 98104

Property Tax Account Number *	Contested Year(s)	Property Owner's Name
	2012	

* 12-digit number on the King County Real Estate Tax Statement issued for this property

Qualifying Condition. Circle the number of the condition that applies to this property and qualifies the property for a rate adjustment request. (Refer to King County Code 9.08.080 for detailed definitions of the qualifying conditions listed below.)

1. The parcel is the personal residence of a person determined by the King County Assessor to qualify for a low-income senior citizen exemption under RCW 84.36.381.
2. The acreage of the parcel is in error.
3. The parcel is non-residential and the actual impervious surface coverage places it into different rate category.
4. The parcel is non-residential and meets King County's definition of "Open Space."
5. The parcel is served by at least one retention/detention system required by King County Code 9.04 or can be shown to meet conditions of King County Code 9.04, and this facility is maintained at the owner's expense to standards set by the County.
6. The parcel is owned or leased by a public school district which provides activities which directly benefit the Water and Land Resources Division.
7. The service charge bill is otherwise not calculated in accordance with the terms of King County Code Chapter 9.08.

Required Response

Continued from other side . . .

Describe the reason why the condition identified on the other side of this form merits a rate adjustment. (Attach additional pages if necessary).

List the support documents submitted as part of this Request for Rate Adjustment. (Attach additional pages if necessary.)

Request for Rate Adjustment Contact Person

Name: Day Telephone:

Address:

I request an adjustment of the surface water management service charge for the property and year(s) identified on the reverse side of this form. I hereby certify that the information presented in this request is a true and fair presentation of the facts relative to this request.

Signed this _____ day of _____, 20__

Signature

Required Response

SCHOOL DISTRICT SURFACE WATER MANAGEMENT CREDIT REQUEST

School District	Grade Level (circle one)	School Year
	Elementary Middle/Junior Senior	2011 - 2012

Teacher Rate (salary + benefits) $ /hour

Indirect Expenditure Allocation* %

Hourly Class Cost = Hourly Teacher Rate X (1+ indirect expenditure allocation %) $

		(a)	(b)	(c)	(d)	(e)
Grade Level	Class/Unit/Kit Title**	No. of Class-rooms	No. of Hrs per Class	Class Cost***	Total Support Costs (field trips, aides)	TOTAL
					TOTAL:	

* Use rate from most recent F-196 111 Report.
** Attach a description of the surface water management content for each entry.
*** Multiply column (a) x (b) x Hourly Class Cost from the top section of this form.

This information accurately represents the surface water management education presented by this school district. Documents supporting this information are on file with the school district.

Signature Date