

**INTERLOCAL AGREEMENT BETWEEN THURSTON COUNTY  
AND THE CITIES OF LACEY, OLYMPIA, AND TUMWATER  
IMPLEMENTING A REGIONAL ENVIRONMENTAL EDUCATION PROGRAM**

This agreement ("Agreement") is made and entered into by and between Thurston County, a subdivision of the State of Washington, hereinafter, "COUNTY" and the Cities of Lacey, Olympia and Tumwater, municipal corporations, hereinafter, "CITIES", collectively referred to as the "PARTNERS".

**WHEREAS**, the Federal Clean Water Act, 33 U.S.C. § 1251 et seq. and the Phase II Stormwater Final Rule promulgated by the U.S. Environmental Protection Agency ("EPA") require the operators of certain municipal separate stormwater sewer systems ("MS4") to obtain National Pollutant Discharge Elimination System ("NPDES") permit coverage; and

**WHEREAS**, in Washington State, the EPA has delegated authority for the Federal Clean Water Act, including development and administration of the Phase II municipal stormwater management program, to the Washington State Department of Ecology ("Ecology"); and

**WHEREAS**, the Washington State Department of Ecology requires owners or operators of a municipal separate storm sewer system to obtain coverage under a Western Washington Phase II Municipal Stormwater Permit (PERMIT); and

**WHEREAS**, Thurston County and the Cities of Lacey, Olympia and Tumwater have all applied for separate coverage under the PERMIT; and

**WHEREAS**, mutual benefits will accrue to the parties hereto and the people which each serves in the cooperative implementation of the Regional Education Partnership ("PARTNERSHIP"), and

**WHEREAS**, the Interlocal Cooperation Act, chapter 39.34 RCW, further authorizes the parties hereto to enter into this Agreement; and

**WHEREAS**, Permittees are required by PERMIT Section S5.C.1 to provide stormwater education and outreach programs designed to achieve measurable reductions in behaviors that cause or contribute to adverse stormwater impacts; and

**WHEREAS**, coordination among Permittees with adjoining or shared geographic areas is encouraged by Washington State Department of Ecology and enhances access to federal, state, and other financial and technical support; and

**WHEREAS**, customers of the PARTNERSHIP share media sources and would benefit from consistent messaging across city and county boundaries; and

**WHEREAS**, municipal resource efficiency is increased and cost savings are realized through sharing expertise, expenses, and staff time to gain economies of scale and avoid duplication; and

**WHEREAS**, Thurston County, and the cities of Lacey, Olympia, and Tumwater desire to continue working together under a PARTNERSHIP to coordinate joint development and implementation of stormwater education and outreach program;

**NOW, THEREFORE, IT IS MUTUALLY AGREED BY THE PARTNERS:**

- A. PURPOSE.** The purpose of this Agreement is to provide a mechanism through which the PARTNERS voluntarily collaborate in the development, implementation and funding of stormwater education and outreach messages, materials, activities and program assessment tools for the general public, businesses and other target audiences as required by the PERMIT.
- B. AGREEMENT SCOPE.** The PARTNERS shall prepare and annually update a Work Plan to describe regional stormwater education and outreach project and program priorities, coordination, and jurisdictional roles and responsibilities. The Work Plan (and its annual updates) shall be reviewed and approved by the PARTNERSHIP managers each year, no later than August 1st, to ensure sufficient time to allocate resources to carry out the Work Plan.
- C. RELATIONSHIP OF THE PARTNERS.** The PARTNERS agree that they intend to act cooperatively pursuant to the authority of chapter 39.34 RCW to accomplish the purposes recited herein. No separate legal entity is created by this Agreement. This Agreement shall be administered jointly by the Cities and the County.
- D. PAYMENT AND FUNDING.** Each PARTNER shall provide funds necessary for the execution of the annually updated Work Plan, at a cost not to exceed levels defined in Section J.
  - a. For purposes of this Agreement, the approval and adoption of the respective annual stormwater program budgets by the County and Cities will serve as the commitment to fund each PARTNERS share of the Work Plan.
- E. COUNTY AND CITY STAFF REPRESENTATIVES.**
  - a. The managers, identified below, shall meet semi-annually, at a minimum, to discuss overall management and direction of the PARTNERSHIP, and review and adopt the Work Plan prepared by staff. The managers shall represent their jurisdictions in all matters pertaining to the projects and services rendered under this Agreement.
  - b. Maximum staff allocations shall be defined by the level of effort and resource availability required to fulfill the adopted annual Work Plan. These allocations represent the full capacity of each jurisdiction to contribute to a regional Work Plan.
  - c. Following a change of representative, PARTNERS will inform each of the other parties in writing within thirty (30) calendar days.
  - d. Any written correspondence shall be delivered to the addresses shown below.

Agency:	Lacey	Olympia	Tumwater	Thurston County
Manager:	Peter Brooks, Water Resources Manager	Joe Roush, Environmental Services Manager	Dan Smith, Water Resources Program Manager	Larry Schaffner, NPDES Permit & Planning Coordinator
Mailing Address:	420 College Street Lacey, WA 98503	PO Box 1967 Olympia, WA 98507	555 Israel Road SW Tumwater, WA 98501	2000 Lakeridge Drive SW Olympia, WA 98502

**F. REPORTING.** By January 31st of each year this Agreement is in effect, PARTNERS will jointly report the progress and results of work conducted under this Agreement in a manner that is mutually useful in the fulfillment of PERMIT reporting requirements for public education activities, as specified in PERMIT Section S9.E.2.c.

**G. RESPONSIBILITIES OF THE PARTNERS.** It is mutually understood that PARTNERS agree to the following:

- a. Each of the PARTNERS will be independently responsible for the management and implementation of the projects and programs outlined for the respective jurisdiction(s) in the Work Plan.
- b. The Work Plan shall define staffing commitments and an estimated budget, including material, incentive, contracted services, and supply expenses for all costs to be shared by the Partners.
- c. Non-staff costs shall be allocated proportionately based on the residential population of each jurisdiction as follows:<sup>1</sup>

Jurisdiction	Population (Year)	Percentage <sup>2</sup>
City of Lacey	46,020 (2015)	24%
City of Olympia	51,520 (2015)	26%
City of Tumwater	21,538 (2016)	11%
Thurston County	76,102 (2016)	39%
<b>Total</b>	<b>195,180</b>	<b>100%</b>

- d. In the event a project or program is not shared by all the PARTNERS, the budget outlined in the Work Plan shall identify the cost share for the participating jurisdictions.<sup>3</sup>
- e. The lead jurisdiction for a project or program outlined in the Work Plan shall invoice the PARTNERS based on the cost allocation percentages listed in Section G.c. above, so as to ensure equity among the jurisdictions.
- f. It is mutually understood that the PARTNERS will independently provide administrative services and act as financial manager for this Agreement. Where separate professional service contracts are engaged, the lead jurisdiction shall manage the contract and allocate costs to the PARTNERS as outlined in Section G.c. of this Agreement.

**H. REIMBURSEMENT.** PARTNERS shall reimburse lead jurisdiction for actual expenses, not including staff upon presentation of a properly executed invoice. Costs shall be charged and funding reimbursed up to the level agreed to in Section J of

<sup>1</sup> The population figures shall be updated upon this AGREEMENT's renewal.

<sup>2</sup> Percentages listed below are based on the full participation of all four PARTNERS. The Percentages may be modified based on Partnership participation in any given Work Plan task.

<sup>3</sup> Regional participation for the purpose of the AGREEMENT are projects or programs where at least three of the PARTNERS commit to participate.

this Agreement. Reimbursement requests shall not be made more than once per month. PARTNERS shall reimburse lead jurisdiction within thirty (30) days of receipt of a properly executed invoice.

**I. ASSIGNMENT.** The PARTNERS may assign or subcontract any portion of the services provided within the terms of this Agreement. All terms and conditions of the Agreement shall apply to any approved subcontract or assignment related to this Agreement.

**J. ESTIMATED COST AND FINANCING:** For consideration of this Agreement, the PARTNERS shall plan activities under the abovementioned Work Plan, such that estimated total costs do not exceed the Maximum Annual Cost Allocation identified below:

Jurisdiction	Maximum Annual Cost Allocation	2-year Agreement Maximum
Thurston County	\$35,000	\$70,000
Lacey	\$21,500	\$43,000
Olympia	\$23,500	\$47,000
Tumwater	\$10,000	\$20,000
<b>TOTAL</b>	<b>\$90,000</b>	<b>\$180,000</b>

a. Each party shall make a good faith effort to participate at the funding levels necessary to fund the pro-rata share of the Agreement’s Work Plan, as permitted by the adoption and approval of the annual budget. In the event a PARTNER fails to secure the necessary funding, refer to Section K – REALLOCATION OF FUNDS DUE TO BUDGET REDUCTION hereafter.

**K. REALLOCATION OF FUNDS DUE TO BUDGET REDUCTION:** Should a PARTNER fail to secure adequate funding for any or all of the elements outlined in the Work Plan, the PARTNER shall:

- a. Provide written notice to the PARTNERS within thirty (30) calendar days of its budget adoption.
- b. The PARTNERSHIP Managers agree to meet within fourteen (14) calendar days thereafter to discuss the impacts of such a budget reduction. As participation for each PARTNER is contingent upon final budget approval and adoption, the PARTNERS may elect to redistribute costs or eliminate specific program elements as needed, provided that the participating PARTNERS do not exceed the maximum amounts indicated in Section J: ESTIMATED COST AND FINANCING, unless otherwise agreed upon in writing through either subsequent agreements or addendums to this Agreement.

**L. DURATION.** This Agreement shall commence on the date of execution and shall terminate on December 31, 2018, subject to amendment, and may be extended upon written agreement of the PARTNERS.

**M. HOLD HARMLESS AND INDEMNIFICATION.** All PARTNERS shall accept responsibility for any and all liability arising from acts of its own officers, employees,

agents and contractors to the extent provided by law.

- a. Each party agrees to indemnify, defend, and hold harmless the other party, and its officers, agents, and employees for all claims (including demands, suits, penalties, losses, damages or costs of any kind whatsoever) including costs, expenses and reasonable attorney's fees, to the extent such a claim arises or is caused by the indemnifying party's own negligence or that of its officers, agents, or employees in performance of this Agreement.
- b. Nothing contained in this section of this Agreement shall be construed to create a liability or a right of indemnification in any third party.
- c. This section shall survive the expiration of this Agreement.

**N. SETTLEMENT OF DISPUTES.** In the event that a dispute arises under this Agreement, written notification of the nature of the dispute will be provided to the representatives designated in Section E, herein. If resolution cannot be achieved by the representatives, the department or division director of each party shall meet and attempt to resolve the dispute. In the event the parties are unable to resolve the dispute in this manner, the dispute may be resolved by mediation or arbitration if the parties mutually agree in writing. If there is no agreement for alternate dispute resolution, any party may file a lawsuit in a court of competent jurisdiction according to the terms of this Agreement.

**O. ENTIRE AGREEMENT.** The parties agree that this Agreement is the complete expression of its terms and conditions. Any oral or written representations or understandings not incorporated in this Agreement are specifically excluded.

**P. AMENDMENTS.** The parties hereby further agree that this Agreement cannot be amended or modified without the written concurrence of all parties.

**Q. TERMINATION.** Any party to this Agreement may terminate this Agreement by giving the other parties at least sixty (60) days advance written notice. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination. The hold harmless and indemnification provisions of this Agreement shall survive termination or expiration of this Agreement.

**R. WAIVER.** A failure by any party to this agreement to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

**S. VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Pierce or Lewis County, Washington.

**T. MULTIPLE ORIGINALS.** This Agreement may be executed in multiple copies, each of which shall be deemed an original.

**U. SEVERABILITY.** If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement that can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of

this Agreement are declared to be severable.

Each party has caused this Agreement to be signed by its duly authorized officer or representative as of the date set forth below its signature.

**### SIGNATURE PAGES FOLLOW ###**

CITY OF LACEY

\_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

APPROVED AS TO FORM

\_\_\_\_\_  
City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk

CITY OF OLYMPIA

\_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

APPROVED AS TO FORM:

Dore Niensbe DCA

City Attorney

ATTEST:

\_\_\_\_\_  
City Clerk



CITY OF TUMWATER

\_\_\_\_\_  
MAYOR PETE KMET

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
KAREN KIRKPATRICK, CITY ATTORNEY

ATTEST:

\_\_\_\_\_  
MELODY VALIANT, CITY CLERK

**THURSTON COUNTY  
BOARD OF COUNTY COMMISSIONERS**

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Chair

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Vice-Chair

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Board Member

ATTEST:

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Clerk

APPROVED AS TO FORM:

PROSECUTING ATTORNEY  
Jon Tunheim

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Deputy Prosecuting Attorney