

Progress Report Form

Stormwater Action Monitoring: Effectiveness Studies Mobile Business Stormwater Source Control and Coordination

Send progress report to: Brandi Lubliner
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1. General Information

Contract Agreement Number:	C2100090
Project Title:	Mobile Business Stormwater Source Control and Coordination
Organization:	King County and Aspect Consulting
Project Manager:	Alison Schweitzer and Todd Hunsdorfer (King County)
Reporting Period:	Quarter 2, 2022: April 1 to June 30, 2022
Date this Form was Completed:	6/28/2022

2. Description of Achievements for Quarter 2, 2022: April 1 to June 30, 2022

Task 1: Technical Advisory Committee and Project Management

Percent of Task Completed:	35%
Deliverable	1A: TAC #2 Meeting agenda and minutes 1B: Q1 2022 Progress Report
Description of your Achievements:	Convened TAC meeting #2 on May 31 Prepared agenda and minutes for TAC meeting Progress report and invoice for Q1 2022, sent in April Project management and team coordination

Task 2: Survey of Municipal Mobile Business Source Control

Percent of Task Completed:	100%
Deliverable	2C: Survey technical memorandum (complete)
Description of your Achievements:	The survey technical memorandum was completed in May and discussed with the TAC

Task 3: Business Listing Generation

Percent of Task Completed:	36%
Deliverable	3A: Draft memo of business listing (in progress)
Description of your Achievements:	Continued outreach and communication with Department of Revenue (DOR) Prepared slides for summary of task status for TAC Coordinated for confidentiality agreements for DOR Had screenshare session with City of Redmond for usage of the Business Licensing Partner (BLS) portal

Task 4: Analysis of Permittee IDDE Data on Mobile Businesses

Percent of Task Completed:	93%
Deliverable	4A: IDDE draft report (completed) 4B: IDDE final report (in progress)
Description of your Achievements:	Finished analysis of IDDE data and prepared frequency distribution graphs Completed draft IDDE report and submitted to TAC for review Began finalization of IDDE report based on TAC comments (due for transmittal in early July)

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Task 5: Best Practices Guidance Document for Multi-Jurisdiction Coordination

Percent of Task Completed: 0%

Deliverable: none this period

Description of your Achievements: none this period

Task 6: Mobile Business Source Control Pilot Program in King County

Percent of Task Completed: 0%

Deliverable: none this period

Description of your Achievements: none this period

Task 7: Communication Plan

Percent of Task Completed: 13%

Deliverable: none this period

Description of your Achievements: none this period

4. Potential Future Challenges to Performance (time delays, staff changes, etc.):

Communications with DOR have proceeded slowly, and access to the necessary data is requiring an extended process, and work on the business listing process is taking longer than planned. The memorandum and spreadsheet tool are on track for 3rd quarter 2022

5. General Comments:

6. List the cumulative totals for all "outputs" (numerically measurable accomplishments) under this contract to date:

1A: TAC agendas and minutes: TAC meeting 1, TAC meeting 2

1B: Quarterly progress reports: Q1 2022, Q2 2022

2A: Draft survey

2B: Final survey

2C: Survey technical memorandum

4A: Draft IDDE report

7A: Updated schedule

7D: Presentation to local group