

## Instructions on Filling out the Western WA Phase II Municipal Stormwater Permit Annual Report Form

1. Complete all TABS in the worksheet: (1) Permittee Information; (2) Certification; (3) ANNUAL REPORT (Section VI); (4) Info Collection (Section VII-A); (5) Info Collection (Section VII-B); (6) Info Collection (Section VII-C); and (7) Info Collection (Section VII-D).
2. The Certification form/TAB must be signed and certified by the responsible official(s). All TABs (except the INSTRUCTIONS) must be printed out and mailed to Ecology.
3. Answer every question. Use the *Comments* and *Attachment* fields only when necessary to provide additional information.
4. For questions asking for a number, type in a 0 (zero) in the # field of the ANNUAL REPORT tab if no activity has occurred. Do not leave the field blank.
5. Do not add text to shaded fields.
6. Use the following tables to guide filling out the Y/N/NA field. See below.
7. Save your completed Annual Report and email the Excel worksheet PLUS attachments to: [PH2\\_WAnnRpt@ecy.wa.gov](mailto:PH2_WAnnRpt@ecy.wa.gov). **Ecology cannot accept incomplete or partially completed Annual Report forms.**

<b>If you met the permit requirement by the deadline in the permit...</b>	<p>Mark <b>Y</b> in the Y/N/NA field.</p>
<b>If you did not meet the permit requirement by the deadline in the permit.....</b>	<p>Mark <b>N</b> in the Y/N/NA field.</p> <p>Provide following information in <i>Comments</i> field: “reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met.” [See S9.E.2.d for full description of required additional information.]</p>
<b>If the permit requirement does not apply to you or is not yet due.....</b>	<p>Mark <b>NA</b> in the Y/N/NA field.</p> <p>You may note in the <i>Comments</i> field if the requirement is not yet due.</p>

**Reminder: Proceed to the Permittee Information (I-III) tab next**

<b>I. Permittee Information</b>	
<b>Permittee Name</b> City of Des Moines	<b>Permittee Coverage Number</b> WAR04-5511
<b>Contact Name</b> Ruth Famurewa	<b>Phone Number</b> 206-870-6869
<b>Mailing Address</b> 21650 11th Avenue	
<b>City</b> Des Moines	<b>State</b> <b>Zip + 4</b> WA              98198-6398
<b>Email Address</b> rfamurewa@desmoineswa.gov	

<b>II. Regulated Small MS4 Location</b>		
<b>Jurisdiction</b> Des Moines	<b>Entity Type: Check the box that applies</b>	
	<b>County</b>	<b>City/Town</b>
		X
<b>Major Receiving Water(s)</b> Puget Sound & Green River		

<b>III. Relying on another Governmental Entity</b>	
<p>If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and briefly describe the permit obligation(s) they are implementing on your behalf below. <i>Attach a copy of your agreement with the other entity to provide additional detail.</i></p>	
<b>Name of Entity:</b>	<b>Permit Obligation(s):</b>
N/A	N/A

## IV. Certification

**All annual reports must be signed and certified by the responsible official(s) of permittee or co-permittees.** Please print and sign this page of the reporting form and mail it (with an original signature) to Ecology at the address noted below. An electronic signature will not suffice.

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that Qualified Personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for willful violations.

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

PLEASE indicate reporting year and your jurisdiction in Line 1, above.

PLEASE refer to the INSTRUCTIONS tab for assistance filling out this table.

NOTE: Items that have future compliance dates must still be answered to indicate status.

NOTE: For clarification on how to answer questions, place cursor over cells with red flags.

NOTE: Highlighted items indicate requirements that are due in 2009.

PLEASE review your work for completeness and accuracy. Save this worksheet as you go!

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
1. <b>Attached</b> annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y		SWMP document included.	City of Des Moines SWMP Report
2. <b>Attached</b> a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period, and implications for the SWMP as per S9.E.3?	NA		No changes in geographic area of permit coverage.	
3. Implemented an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities? (S5.A.3)	Y		<b><u>The City has a number of tracking systems in place, which includes:</u></b> <b>Complaints:</b> Citizen's Suggestions Form (online form) is for reporting problem(s) related related to surface water this is received through City's website; hotline number; also in person. <b>Data Tracking:</b> We have developed a spreadsheet to log all responses to citizen complaints include who respond, and nature of the incident and lastly. As for tracking the cost see the response to question #4.	

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
4. Began tracking costs or estimated costs of the development and implementation of the SWMP? ( <i>Required</i> no later than January 1, 2009, S5.A.3.a)	Y		The City's budget tracking system is used to monitor expenditures such as staff time, project and equipment purchases used toward the NPDES program through an account number dedicated to the program.	
5. SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? ( <i>Required to begin</i> by February 15, 2009, S5.C.1)	Y		Met deadline.	
6. Distributed appropriate information to target audiences identified in the area served by the MS4? ( <i>Required to begin</i> by February 15, 2009, S5.C.1.a)	Y		The City is currently targeting charity car washing, which last year we purchased 3 carwash kits and these kits were checked out 38 times. We will be implementing more programs to target more audiences such as mechanic shop maintenance and dog waste in 2010.	
7. Tracked the types of public education and outreach activities implemented. ( <i>Required to begin</i> by February 15, 2009, S5.C.1.c)	Y		Our public education and outreach activities include: the Carwash kit program, illicit discharge Hotline # and reponse program, and use of brochures to address vehicle maintenance, natural yard care and pet waste.	
7b. Number of activities implemented:		3	Quarterly City newsletter; carwash runoff; and Puget Sound Starts Here campaign	
8. Measured the understanding and adoption of the targeted behaviors among at least one targeted audience in at least one subject area. ( <i>Required to begin</i> by February 15, 2009, S5.C.1.b)	Y		Our carwash kits were checked out 38 times in 2009. Charity organizations now know that they cannot have carwash done without using the kit. Based on this number, the program is considered to be a success. The City is anticipated to expand its outreach program in 2010. The City is also looking into partnerships with other jurisdictions and/or hire a private consultant to do a citizen/business survey.	

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
9. Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? (Required by February 15, 2008, S5.C.2.a)	Y		Public involvement is provided through our city website. Through the website, the public is invited to comment on the SWMP, any comments are compiled and reviewed and considered by a Council Committee. Citizens may also provide comments in writing directly to City staff. Any changes to the SWMP by the Council Committee are incorporated into the SWMP and then implemented by the City.	Document attached.
10. Developed and implemented a process for public involvement and consideration of public comments on the SWMP? (Required by February 15, 2008, S5.C.2.a)	Y		The SWMP is made available on the City's website for comments and suggestions. No questions or comments were received in 2009.	
11. Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y		Posted on the City's website.	
12. Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y		Met deadline.	
12b. NOTE website address in Attachment field:				<a href="http://www.desmoinesmail.com/webpdf/SWMP/Desmoines_SWMP.pdf">http://www.desmoinesmail.com/webpdf/SWMP/Desmoines_SWMP.pdf</a>
13. Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? (Required August 19, 2011, S5.C.3)	NA		Deadline not yet due.	
14. Developed and currently maintain a map of your MS4? (Required by February 16, 2011, S5.C.3.a)	Y		A CAD drawing of the system is complete and the system is in process of being converted to GIS. The conversion is anticipated to complete in 2010.	
14b. Initiated a program to develop and maintain a map of all connections to the MS4 authorized or allowed by the Permittee after the Permit effective date? (S5.C.3.a.ii)	Y		All connections made after the permit effective date have been added to the City's GIS system.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
15.	Map shows the location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs owned, operated, or maintained by the Permittee? ( <i>Required</i> by February 16, 2011, S5.C.3.a.i)	NA		Deadline not yet due.	
16.	Map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems and includes tributary conveyances, associated drainage areas and land use? ( <i>Required</i> by February 16, 2011, S5.C.3.a.i)	NA		Deadline not yet due.	
17.	Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? ( <i>Required</i> by February 16, 2011, S5.C.3.a.iii)	NA		Deadline not yet due.	
18.	Map has been made available upon request? (S5.C.3.a.iv)	Y		The CAD map of our system is available upon request.	
19.	Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? ( <i>Required</i> by August 15, 2009, S5.C.3.b)	Y		The City now has an IDDE ordinance for detecting and removing illicit discharges and illegal connections.	Ordinance 1463
20.	Developed and implemented an ongoing program to detect and address non-stormwater illicit discharges, including spills, and illicit connections into the Permittee's MS4? ( <i>Required</i> by August 19, 2011, S5.C.3.c)	NA		The document has been drafted and is currently being reviewed; Anticipated to be complete in 2010 prior to the deadline.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
21.	Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in illicit discharges, including spills? ( <i>Required</i> by August 19, 2011, S5.C.3.c.i)	NA		The document has been drafted and is currently being reviewed; Anticipated to be complete in 2010 prior to the deadline.	
22.	Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identified previously unknown outfalls, and detected illicit discharges? ( <i>Required</i> by August 19, 2011, S5.C.3.c.ii)	NA		Deadline not yet due.	
23.	Prioritized receiving waters for visual inspection? ( <i>Required</i> by February 16, 2010, S5.C.3.c.ii)	NA		Deadline not yet due.	
24.	Conducted field assessments for three high priority water bodies? ( <i>Required</i> by February 16, 2011, S5.C.3.c.ii)	NA		Deadline not yet due.	
25.	Conducted field assessments on at least one high priority water body? ( <i>Required</i> annually <b>after</b> February 16, 2011, S5.C.3.c.ii)	NA		Deadline not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
26.	Developed and implemented procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee? ( <i>Required</i> by August 19, 2011, S5.C.3.c.iii)	NA		Deadline not yet due.	
27.	Developed and implemented procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures? ( <i>Required</i> by August 19, 2011, S5.C.3.c.iv)	NA		Under review; anticipated to complete the final draft this year 2010.	
28.	Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? ( <i>Required</i> by August 19, 2011, S5.C.3.c.v.)	NA		Under development; anticipated to complete in 2010 prior to the deadline.	
29.	Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? ( <i>Required</i> by August 19, 2011, S5.C.3.d)	Y		Met ahead of permit deadline.	
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? ( <i>Required</i> by August 19, 2011, S5.C.3.d.i)	NA		Deadline not yet due.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? <i>(Required by February 15, 2009, S5.C.3.d.ii)</i>	Y		During the business hour :206-870-6869 After hour hotline: 206-550-5612.	
31b.	Number of hotline calls received:		5		
31c.	Number of follow-up actions taken in response to calls:		5		
32	Maintained a hotline or other reporting number for public reporting of illicit discharges, including spills? <i>(Required by February 15, 2009, S5.C.3.d.ii)</i>	Y			
32b.	NOTE hotline number in <i>Comments</i> field			206-870-6869	
33	Tracked the number of illicit discharges, including spills, identified? <i>(Required by August 19, 2011, S5.C.3.e)</i>	Y		Met ahead of deadline.	
33b.	Number of illicit discharges identified:		6		
34	Tracked the number of inspections made for illicit connections? <i>(Required by August 19, 2011, S5.C.3.e)</i>	1		The pipe drainage from the washer was connected to roof drain. Repair was done within few days.	
34b.	Number of inspections:		6	Some of them are not consider to be illicit connection but system failure.	
35	Received feedback from IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		Deadline not yet due.	
36	<b>Attached</b> report on IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.d, S5.C.3.e)</i>	NA		Deadline not yet due.	
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? <i>(Required by August 15, 2009, S5.C.3.f.i)</i>	Y		The training was provided by Herrera Environmental Consultant Inc.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
37b.	Number of trainings provided:		2	CESCL Training, and IDDE Awareness, Response and Enforcement Training and Pollution Prevention and Operation and Maintenance Training	
37c.	Number of staff trained:		1		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? ( <i>Required</i> by August 15, 2009, S5.C.3.f.i)	Y			
38b.	Number of trainings provided:		1		
38c.	Number of staff trained:		1		
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? ( <i>Required</i> by February 16, 2010, S5.C.3.f.ii.)	Y			
39b.	Number of trainings provided:		1	Municipal Storm Water Pollution Prevention/ BMP (CD training package).	
39c.	Number of staff trained:		10		
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? ( <i>Required</i> by February 16, 2010, S5.C.4)	Y		The city adopted a new ordinance to regulate/ control stormwater runoff from new development, redevelopment and construction site activities. Program for enforcing the ordinance to be prepared by deadline.	Ordinance 1463

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? ( <i>Required</i> by February 16, 2010, S5.C.4)	Y		Met ahead of deadline.	
42	Applied stormwater runoff program to private and public development, including roads? ( <i>Required</i> by February 16, 2010, S5.C.4)	Y		Met ahead of deadline.	
43	Applied the Technical Thresholds in Appendix 1 to all sites 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? ( <i>Required</i> by February 16, 2010, S5.C.4)	Y		Met ahead of deadline.	
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? ( <i>Required</i> by February 16, 2010, S5.C.4.a)			The city adopted a new ordinance to regulate/control stormwater runoff from new development, redevelopment and construction site activities.	
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? (S5.A.4)	Y		Disturbance of a land over 200 square feet is required to obtain a clearing and grading permit but not require to prepare Erosion and Sediment Control Manual.	Ordinance 1463 - Section 4(4); page 26

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
46	The ordinance or other enforceable mechanism includes the minimum requirements, technical thresholds, and definitions in Appendix 1 (or an equivalent approved by Ecology under the NPDES Phase I Municipal Stormwater Permit) for new development, redevelopment, and construction sites? ( <i>Required</i> by February 16, 2010, S5.C.4.a.i)	Y		See attached surface water ordinance.	Ordinance 1463
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? ( <i>Required</i> by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	Y		The City uses the exceptions and variance criteria as allowed by the 2009 King County Surface Water Design Manual.	Ordinance 1463
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? ( <i>Required</i> by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	NA		Deadline not yet due.	
48b.	If so, how many were granted?		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
49	The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? ( <i>Required</i> by February 16, 2010, S5.C.4.a.ii)	Y		Adopted last year 2009.	
49b.	Cite documentation to meet this requirement in <i>Attachment</i> field:				Ordinance 1463 - Section 2(7); page 16
50	The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? ( <i>Required</i> by February 16, 2010, S5.C.4.a.iii)	Y		Adopted in 2009; see Surface water Ordinance NO. 1463.	Ordinance 1463 - Section 2(8); page 18

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
51	The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? ( <i>Required</i> by February 16, 2010, S5.C.4.a.iv)	Y		The City has adopted the 2009 King County Surface Water Design Manual. This manual allows the use of LID practices.	
52	If the ordinance or regulatory mechanism allows construction sites to apply the <b>Erosivity Waiver</b> in Appendix 1, Minimum Requirement #2, does it include appropriate, escalating enforcement sanctions for construction sites that provide notice to the Permittee of their intention to apply the waiver but do not meet the requirements (including timeframe restrictions, limits on activities that result in non-stormwater discharges, and implementation of appropriate BMPs to prevent violations of water quality standards) to qualify for the waiver? (If waiver is allowed, the qualification is <i>required</i> by February 16, 2010, S5.C.4.a.v)	NA		No ordinance or regulatory mechanism has been adopted to allow an erosivity waiver.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
53	Developed and implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? ( <i>Required</i> by February 16, 2010, S5.C.4.b)	NA		Deadline not yet due.	
54	Applied permitting process to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? ( <i>Required</i> by February 16, 2010, S5.C.4.b)	NA		Deadline not yet due.	
55	Reviewed <b>Stormwater Site Plans</b> for new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.i)	Y		SCORE, and Combined North Marina Project.	
55b.	Number of site plans reviewed during the reporting period:		2		
56	Inspected, prior to clearing and construction, all known development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 <b>Determining Construction Site Sediment Potential</b> ? ( <i>Required</i> by February 16, 2010, S5.C.4.b.ii)	Y		Met ahead of deadline.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		5		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
57	Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y		Met ahead of deadline.	
57b.	Number of sites inspected during the construction phase for the reporting period:		2		
58	Enforced as necessary based on the inspection at new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y			
58b.	Number of enforcement actions taken during the reporting period:		0		
59	Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv and v)	Y			
59b.	Number of qualifying sites known during the reporting period:		1		
59c.	Number of qualifying sites inspected during the reporting period:		1		
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
61	Enforced regulations as necessary based on the inspection? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			
61b.	Number of enforcement actions taken during the reporting period:		0		
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.vi)	N		Procedures being drafted. Anticipated to be ready by deadline.	
63	Did the Permittee choose to allow construction sites to apply the <b>Erosivity Waiver</b> in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	N			
63b.	If yes, how many waivers were allowed ?		0		
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? ( <i>Required</i> by February 16, 2010, S5.C.4.c)	Y			
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? ( <i>Required</i> by February 16, 2010, S5.C.4.c.i)	Y			Ordinance 1463; page 18
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.c)	Y		Met ahead of deadline.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
66b.	Number of sites inspected during the reporting period:		5		
66c.	Number of structural BMPs inspected during the reporting period:		5		
66d.	Number of enforcement actions taken during the reporting period:		1		
67	Established maintenance standards that are as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the <b>2005 Stormwater Management Manual for Western Washington</b> ? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		Met ahead of deadline. Adopted 2009 KCSWDM maintenance standard.	
68	Performed timely maintenance as per S5.C.4.c.ii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y			
68b.	<b>Attached</b> documentation of any maintenance delays. ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	NA		Not yet due	Stormwater Facility Maintenance Record
69	Established program to annually inspect all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iii)	Y		Met ahead deadline.	Stormwater Facility Maintenance Record
70	If using reduced inspection frequency, <b>Attached</b> documentation as per S5.C.4.c.iii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iii)	NA			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
71 Inspected all new stormwater treatment and flow control facilities owned or operated, including catch basins, for new residential developments that are a part of a larger common plan of development or sale, every 6 months during the period of heaviest house construction (i.e., 1 to 2 years following subdivision approval) to identify maintenance needs and enforce compliance with maintenance standards as needed? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iv)	Y			
71b. Number of facilities inspected during the reporting period:		2		
72 Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? ( <i>Required</i> by February 16, 2010, S5.C.4.d)	Y		Met ahead of deadline. See the SWMP for detail.	SWMP
73 Provided copies of the <b>Notice of Intent for Construction Activity</b> and <b>Notice of Intent for Industrial Activity</b> to representatives of proposed new development and redevelopment? (S5.C.4.e)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
74	All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement were trained to conduct these activities? ( <i>Required</i> by February 16, 2010, S5.C.4.f)	Y		CESCL Training provided.	
74b.	Number of trainings provided:		1		
74c.	Number of staff trained:		3		
75	Developed and implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? ( <i>Required</i> by February 16, 2010, S5.C.5)	NA		Anticipated to complete the final draft in 2010.	
76	Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> ? ( <i>Required</i> by February 16, 2010, S5.C.5.a)	Y		Adopted King County maintenance standards appendix A, KCSWD 2009.	
77	Performed timely maintenance as per S5.C.5.a.ii? ( <i>Required</i> by February 16, 2010, S5.C.5.a.ii)	Y		Our Stormwater facilities is schedule for yearly maintenance.	
77b.	<b>Attached</b> documentation of any maintenance delays. ( <i>Required</i> by February 16, 2010, S5.C.5.a.ii)	NA		Not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
78	Designed a program to annually inspect and maintained all stormwater treatment and flow control facilities (other than catch basins)? <i>(Required by February 16, 2010, S5.C.4.c.iii)</i>	Y		Met ahead of deadline.	
78b.	Number of known facilities:		63		
78c.	Number of facilities inspected during the reporting period:		63		
79	If using reduced inspection frequency, <b>Attached</b> documentation as per S5.C.5.a.ii? <i>(Required by February 16, 2010, S5.C.5.b)</i>	N			
80	Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 16, 2010, S5.C.5.c)</i>	NA		Not yet due.	
80b.	Number of known facilities:			Not yet due.	
80c.	Number of facilities inspected during the reporting period:			Not yet due.	
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? <i>(Required by February 16, 2010, S5.C.5.d)</i>				
81b.	Number of known catch basins:		3400		
81c.	Number of inspections:		1330		
81d.	Number of catch basins cleaned:		1330		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
82	Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? ( <i>Required</i> by February 16, 2010, S5.C.5.f)	NA		Not yet due; anticipated to completed before deadline.	
83	Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? ( <i>Required</i> by February 16, 2010, S5.C.5.g)	NA		Not yet due; anticipated to completed before deadline.	
84	Implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (Required by February 16, 2010, S5.C.5.h.)	Y		Completed ahead of deadline.	
84b.	Number of trainings provided:		1		
84c.	Number of staff trained:		10	All surfacewater maintenance and park & street crew.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
85 Implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? (Required by February 16, 2010, S5.C.5.i)	NA		Anticipated to meet the deadline.	
86 Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	NA			
87 Complied with the specific requirements identified in Appendix 2? (S7.A)	NA			
88 <b>Attached</b> status report of TMDL implementation? (S7.A)	NA			
89 Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA			
90 Took appropriate action to correct or minimize discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment? (G3)	NA			
90b. <b>Attached</b> a summary of the status of implementation of any actions taken pursuant to S4.F and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)	NA			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
91 Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20)	NA			
92 Notified Ecology immediately in cases where the Permittee becomes aware of a discharge from the Permittees MS4 which may cause or contribute to an imminent threat to human health or the environment? (G3)	NA			
93 <b>Attached</b> a summary of identified barriers to the use of low impact development (LID) and measures to address the barriers (Required to be submitted by March 31, 2011, S9.E.4.a)	NA			
94 <b>Attached</b> a report describing LID practices currently available and that can be reasonably implemented, potential or planned non-structural actions and LID techniques to prevent stormwater impacts, goals and metrics to identify, promote, measure LID; and schedules to require and implement non-structureal and LID techniques on a broader scale (Required to be submitted by March 31, 2011, S9.E.4.b)	NA		Not yet due.	

## VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part A for all annual reports.

NOTE: Please note in Row 1 of the table if you have no information to report.

NOTE: Please limit your entries to 255 characters per cell. You may include additional information in your Supplemental Documentation attachment and reference it below with the page number.

### A. Information Collection

<b>Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)</b>	<b>Who/how to contact for additional information?</b>
1. None	
2.	
3.	
4.	
5.	
6.	

## VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

### B. SWMP Evaluation

You are required to assess the appropriateness of the BMPs you have selected to implement your SWMP. This evaluation is necessary to evaluate whether the MEP standard set by the permit is protective of water quality in your receiving water bodies. This assessment may be entirely qualitative. Answer **NA** if you are not yet implementing BMPs for a component of the SWMP. (S8.B.2 and S9)

Question	Y/N/NA	Comments (50 word limit)
1. Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?	Yes	The City uses city currents and local channels to reach their community.
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	NA	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Yes	City currents and brochures
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	NA	
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	NA	
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	NA	

## VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part C for all annual reports.

### C. Changes in BMPs or objectives (S8.B)

If any of the BMPs or objectives is being changed, list the old BMP and objective, the new BMP and objective, and a justification for the change below. (S8.B.2., and S9)

NOTE: You may choose to attach additional documentation justifying Changes in BMPs or objectives. Note such attachments in the *Justification for change* field.

	Old BMP	Old Objective	New BMP	New Objective	Justification for Change
1					
2	N/A		N/A		
3					
4					
5					
6					
7					

**VII. Information Collection, BMP Evaluation, and Monitoring**

**D. Preparation for future, long-term monitoring**

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring? (S8.C.2.a)			
1b. <b>Attach</b> site maps and descriptions. (S8.C.2.a)	y		
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)			
2b. <b>Attach</b> the proposed questions and monitoring plans for SWMP effectiveness monitoring. (S8.C.2.a.ii)	y		
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	NA		
3b. <b>Attach</b> a copy of the monitoring plan.	y		
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	NA		
4b. <b>Attach</b> a summary of the status of site identification for long-term stormwater monitoring; proposed questions for SWMP effectiveness monitoring; and status of developing the SWMP effectiveness monitoring plans.	y		