

I. Permittee Information

Permittee Name
CITY OF MOSES LAKE

Permittee
Coverage
Number
WAR04-6510

Contact Name
MICHELLE SHIELDS

Phone
Number
509-764-3792

Mailing Address
P.O. BOX 1579

City
MOSES LAKE

State Zip + 4
WA 98837

Email Address
MSHIELDS@CITYOFML.COM

II. Regulated Small MS4 Location

Jurisdiction
CITY OF MOSES LAKE

Entity Type:
Put an X in
the box that
applies

County	City/Town	Other
	X	

Major Receiving Water(s)
MOSES LAKE

III. Relying on another Governmental Entity

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. *Attach a copy of your agreement with the other entity to provide additional detail (unless previously submitted).*

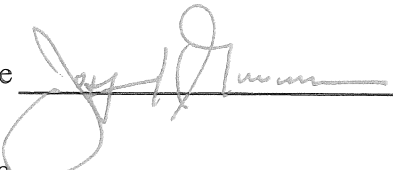
Name of Entity:
N.A

Permit Obligation(s):

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 CITY MANAGER	Date 3-11-13
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
1	Attached annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.3 and S9.	Y	SWMP is available on the website at http://www.cityofml.com/index.aspx?nid=489 .	1 - SWMP
2	Attached 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.	Y	Maps for all of the 2012 annexations are attached.	2-1 Wiser Comm. Park
3	Tracked or estimated the cost of development and implementation of the SWMP. (S5.A.4.a.ii)	Y	Done as part of the annual budgeting process for the Stormwater Department.	N/A
4	Implemented a public education and outreach strategy designed to reach all of the identified target audiences. (S5.B.1.b)	Y		
4a	Attached a description of the number and type of public education and involvement activities (S5.B.1.b)	Y	This information is provided in the Target Audience Profile and Plan, attached.	4a Target Audience Profile and Plan
5	Made the most current version of the SWMP available to the public. If posted on website, list address in <i>Comments</i> field. (S5.B.2.b)	Y	http://www.cityofml.com/index.aspx?nid=489	
6	Completed the map of your MS4. (<i>Required no later than February 15, 2012</i> , S5.B.3.a)	Y		
6a	Attached a summary of the status of the mapping and updated storm drainage infrastructure information; do not include the map. (S5.B.3.a)	Y		6a Mapping Status Summary
7	Implemented an ongoing program to detect and address non-stormwater discharges to the MS4, including spills and illicit connections. (S5.B.3.c.i through iv)	Y		

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
8	Field assessed at least one high priority water body or other priority area to verify outfall locations and detect illicit discharges. (S5.B.3.c.ii)	Y		
8a	Attached a summary of outfalls and illicit discharges discovered, and actions taken to eliminate the illicit discharges. (S5.B.3.c.ii)	Y		8a Outfall Summary
9a	Publicized a hotline or other local telephone number for public reporting of illicit discharges, including spills. (S5.B.3.d.ii)	Y	509-764-3792. Published online, in print publications, in City newsletter, and on giveaways handed out at public events.	
9b	Attached summary of hotline reports received and follow-up actions taken during the reporting period (S5.B.3.d.ii)	Y		9b 2012 Illicit Discharge Summary
10	Provided adequate training to all staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges and illicit connections. (S5.B.3.f)	Y		
11	Provided training to all municipal field staff that as part of their normal job responsibilities might come into contact with or otherwise observe an illicit discharge or illicit connection to the MS4, including office personnel who might receive reports of illicit discharges. (S5.B.3.g)	Y		
12	Implemented procedures for the IDDE program. (S5.B.3.e)	Y		
12a	Attached summary of numbers and types of illicit discharges identified; inspections made; and any feedback received from public education efforts. (S5.B.3.e)	Y		9b 2012 Illicit Discharge Summary

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
13	Implemented procedures for construction site plan review. (S5.B.4.b)	Y		
14	Reviewed <i>Stormwater Site Plans</i> including construction SWPPPs for new development and redevelopment projects.	Y		
14a	Number of site plans reviewed during the reporting period:	4		
14b	Number of SWPPPs reviewed during the reporting period:	4		
14c	Number of site plans approved during the reporting period:	4		
15	Implemented procedures for site inspection and enforcement of construction stormwater pollution control measures. (S5.B.4.c)	Y		
16	Provided adequate training for all staff involved in permitting, plan review, field inspection and enforcement for construction site runoff control. (S5.B.4.b.i and S5.B.4.c.ii)	Y		
17	Inspected construction-phase stormwater controls at new development and redevelopment projects. (S5.B.4.c.iii)	Y		
17a	Number of sites inspected during the reporting period:		5 (4 from Q.14 plus one carried over from 2011)	

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
18	Provided information to construction site operators about training available on how to comply with requirements in Appendix I and the BMPs in the <i>Stormwater Management Manual for Eastern Washington</i> , or an equivalent document. (S5.B.4.d and S5.B.5.e)	Y	Currently providing several informational handouts at the counter, and information is also available online at www.cityofml.com .	
19	Implemented procedures for post-construction site plan review. (S5.B.5.b)	Y		
20	Implemented procedures for post-construction site inspection and enforcement of post-construction stormwater control measures. (S5.B.5.c)	Y		
21	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects. (S5.B.5.c)	Y		
21a	Number of sites inspected during the reporting period:		5 (4 from Q.14 plus one carried over from 2011)	
22b	Number of structural BMPs inspected at new development and redevelopment sites during the reporting period:		Structural BMPs on 5 projects (BMPs are not tracked individually, but by project).	
23	Inspected structural BMPs at least once during installation. (S5.B.5.c.ii)	Y		
23a	Number of structural BMPs inspected during installation during the reporting period:	Y	Structural BMPs on 5 projects (BMPs are not tracked individually, but by project).	
24	Provided adequate training for all staff involved in permitting, planning, review, inspection and enforcement for post-construction stormwater control. (S5.B.5.d)	Y		

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
25	Implemented the Operation and Maintenance plan for municipal operations. (S5.B.6.a)	Y		
26	Inspected 20% of stormwater treatment and flow control facilities owned or operated by the Permittee. (S5.B.6.a.i)	Y		
26a	Number of known facilities:	3		
26b	Number of facilities inspected during the reporting period:	3		
27	Have NPDES permit coverage for stormwater discharges for all applicable construction projects and industrial facilities. (S5.B.6.a.i)	NA	The City has no facilities that would require an industrial NPDES permit. The City had two municipal projects in 2012 that required a Construction General permit (carried over from 2011).	
28	Conducted spot checks of stormwater facilities after major storms. (S5.B.6.a.ii)	Y		
29	Provided adequate training for staff with primary construction, operations, or maintenance job functions that are likely to impact stormwater quality. (S5.B.6.b)	Y		
30	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		

Question	Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
31 Notified Ecology immediately in cases where the Permittee becomes aware of a discharge into or from the Permittee's MS4 which could constitute a threat to human health, welfare, or the environment? (G3)	NA		
32 Took appropriate action to correct or minimize discharges into or from the MS4 which could constitute a threat to human health, welfare, or the environment. (G3.A)	NA		
33 Attached a summary of the status of implementation of any actions taken pursuant to S4.F and the results of monitoring, assessment, and evaluation efforts conducted during the reporting period. (S4.F.3.d)]	NA		

REMINDER: Save your work as you go. Did you answer each question, provide necessary background information in the *Comments* field, and attach and/or note the filename and page number of all required documentation in the *Attachment* field? Proceed to the **Info Collection (Monitoring)** tab next.

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?	Y	
2.	Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	N	New BMPs for public participation need to be selected. Due to liability issues, the City elected to exclude minors from participating in stormwater events, thereby eliminating the target audience for our sole participation program (service groups such as the Scouts, children and families).
3.	Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	N	Additional escalating enforcement actions need to be added to the existing code in order to adequately eliminate discharges by resistant or repeat offenders.
4.	Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	
5.	Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	
6.	Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	

REMINDER: Answer each question Y/N/NA and provide necessary background information in the *Comments* field. Proceed to the next tab.

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	Storm Drain Marking Program	Provide public participation opportunity to improve water quality	Develop a new outreach program	Provide a public participation opportunity to improve water quality	City policy change incompatible with original program
	Illicit discharge process	Eliminate illicit discharge and discourage repeat offenses	Adopt new escalating sanctions for the elimination of discharges in addition to code enforcement.	Provide a process that a)allows for immediate action on a discharge; and b)adds more stringent sanctions to ensure that the discharge is not repeated.	Code enforcement process is slow and does not provide sufficient deterrent to repeat offenders.
2					
3					
4					
5					
6					
7					

REMINDER: Provide necessary background information. This is the final tab of the Annual Report worksheet. Please review the entire worksheet for completeness and accuracy and save this document. Email this Annual Report file PLUS any identified attachments to: PH2_EAnnRpt@ecy.wa.gov no later than March 31, 2013. Mail two hard copies of the entire package to the address listed on the Certification tab.

Information Collection, S8.B.1 Description of Monitoring Studies

If applicable, you are required to provide information to fulfill permit requirement S8.B.1 in each annual report. You must describe any stormwater monitoring or studies conducted by you during the reporting period. If stormwater monitoring was conducted on your behalf, or if studies or investigations conducted by other entities were reported to you, you must briefly describe the type of information gathered or received during the reporting period.

Please note in row #1 of the table below 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.

Information Collection

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)

Who/how to contact for additional information?

1. NONE	
2.	
3.	
4.	
5.	
6.	