

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).*

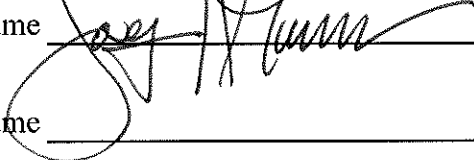
Name of Entity:

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 <u>City Manager</u>	Date <u>3-28-12</u>
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____

VI. Status Report Covering Calendar Year 2011

Jurisdiction: CITY OF MOSES LAKE

PLEASE label information in any attachments with corresponding question numbers.

PLEASE fill out your jurisdiction name in line 1 above.

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

For additional clarification on how to answer questions, put cursor over cell with red flagged corners.

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 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=477	
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 2011 annexations are attached.	2-1 Annexation Map 2-2 Randolph Road 2-3 Americold 2-4 National Frozen Foods 2-5 PUD 2-6 Crittenden
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 Developed and fully 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.	4-1 Target Audience Profile & Plan
5 Implementing a program or policy with opportunities for the public to participate in the decision making processes involving the development, implementation, and updates of the SWMP. (S5.B.2.a and S9.E.2.c)	Y		

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
6	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=477	
7	Completed at least two-thirds of the map of your MS4. (S5.B.3.a)	Y		
7a	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		7a-1 Mapping Status Summary
8	Developed and fully 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		
9	Field assessed at least three high priority water bodies to verify outfall locations and detect illicit discharges. (S5.B.3.c.ii)	Y		
9a	Attached a summary of outfalls and illicit discharges discovered, and actions taken to eliminate the illicit discharges. (S5.B.3.c.ii)	Y		9a-1 Outfall Summary
10	Distributed appropriate information to target audiences to inform public employees, businesses, and the general public of hazards associated with illicit discharges. (S5.B.3.d.i)	Y		
11a	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.	N/A
11b	Attached summary of hotline reports received and follow-up actions taken during the reporting period (S5.B.3.d.ii)	Y		11b-1 2011 Illicit Discharge Summary

Question	Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
12 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		
13 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		
14 Adopted and implemented procedures for IDDE program evaluation and assessment. (S5.B.3.e)	Y		
14a 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		11b-1 2011 Illicit Discharge Summary
15 Adopted and implemented procedures for construction site plan review. (S5.B.4.b)	Y		
16 Reviewed <i>Stormwater Site Plans</i> including construction SWPPPs for new development and redevelopment projects.	Y		
16a Number of site plans reviewed during the reporting period:	Y	6	
16b Number of SWPPPs reviewed during the reporting period:	Y	6	
16c Number of site plans approved during the reporting period:	Y	6	
17 Adopted and implemented procedures for site inspection and enforcement of construction stormwater pollution control measures. (S5.B.4.c)	Y		

	Question	Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
18	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		
19	Inspected construction-phase stormwater controls at new development and redevelopment projects. (S5.B.4.c.iii)	Y		
19a	Number of sites inspected during the reporting period:	Y	7 (6 from Q. 16 plus one carried over from 2010.	
19b	Number of enforcement actions taken during the reporting period:	Y	1	
20	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 an informational handout at the counter, and information is also available online at http://wa-moseslake.civicplus.com/index.aspx?NID=412 .	
21	Adopted and implemented procedures for post-construction site plan review. (S5.B.5.b)	Y		
22	Adopted and implemented procedures for post-construction site inspection and enforcement of post-construction stormwater control measures. (S5.B.5.c)	Y		
23	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects. (S5.B.5.c)	Y		
23a	Number of sites inspected during the reporting period:	Y	7 (6 from Q. 16 plus one carried over from 2010.	
23b	Number of structural BMPs inspected at new development and redevelopment sites during the reporting period:	Y	Structural BMPs on 7 projects (BMPs are not tracked individually, but by project)	

Question		Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
23c	Number of enforcement actions taken during the reporting period:		1	
24	Inspected structural BMPs at least once during installation. (S5.B.5.c.ii)	Y		
24a	Number of structural BMPs inspected during installation during the reporting period:	Y	Structural BMPs on 7 projects (BMPs are not tracked individually, but by project)	
25	Provided adequate training for all staff involved in permitting, planning, review, inspection and enforcement for post-construction stormwater control. (S5.B.5.d)	Y		
26	Developed and fully implemented the Operation and Maintenance plan for municipal operations. (S5.B.6.a)	Y		
27	Inspected stormwater treatment and flow control facilities owned or operated by the Permittee at least once. (S5.B.6.a.i)	Y		
27a	Number of known facilities:	Y		
27b	Number of facilities inspected during the reporting period:	Y		
28	Have NPDES permit coverage for stormwater discharges for all applicable construction projects and industrial facilities. (S5.B.6.a.i)	Y	The City has no facilities that would require an industrial NPDES permit. The City had two municipal projects in 2011 that required a Construction General permit.	
29	Conducted spot checks of stormwater facilities after major storms. (S5.B.6.a.ii)	Y		

Question	Y/N/ NA	Comments (50 word limit)	Name of Attachment & Page Number, if applicable
30 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		
31 Attached information identifying the BMP(s) selected for runoff treatment BMP effectiveness, and describes that status of identification of sites, if applicable. (S8.C.2.b)	NA	The City of Moses Lake was under the population threshold for this requirement.	
32 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		
33 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)	Y	The City had one reportable illicit discharge event in 2011. This event involved small quantities of soapy street wash water. Affected structures were cleaned by City staff and the discharge was reported to Ecology.	33-1 Email from Michelle Shields, City of Moses Lake Stormwater Program Manager, to David Duncan, Dept of Ecology, dated May 9, 2011.
34 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)	Y		
35 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?	Y	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	
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	

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					
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, 2012. Mail two hard copies of the entire package to the address listed on the Certification tab.