

## 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 Mount Vernon	<b>Permittee Coverage Number</b> WAR04-5553
<b>Contact Name</b> Blaine Chesterfield	<b>Phone Number</b> 360-336-6204
<b>Mailing Address</b> 910 Cleveland Ave PO Box 809	
<b>City</b> Mount Vernon	<b>State</b> <b>Zip + 4</b> WA              98273-4212
<b>Email Address</b>	

<b>II. Regulated Small MS4 Location</b>		
<b>Jurisdiction</b> Mount Vernon	<b>Entity Type: Check the box that applies</b>	
	<b>County</b>	<b>City/Town</b>
		X
<b>Major Receiving Water(s)</b> Skagit 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>
Skagit Conservation District	Implementing Education and Outreach components of the permit. See Attachment #2.

#### 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 Blaine Chesterfield (see Att. #1) Title Public Works, Engineering Manager Date 3/29/2010

Name *Blaine Chesterfield* Title *ENGINEERING MANAGER* Date *3/29/2010*

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 #, if applicable
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 is attached.	Attachment #3 MountVernon_SWMP10.doc
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		City has no annexations, incorporations, or boundary changes during the reporting period.	
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			
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 maintains a spreadsheet that tracks the costs of each NPDES permit related requirement and the associated costs.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 by February 15, 2009, S5.C.1)</i>	Y		Education and outreach program for the City is implemented by the Skagit Conservation District	
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? <i>(Required to begin by February 15, 2009, S5.C.1.a)</i>	Y			
7.	Tracked the types of public education and outreach activities implemented. <i>(Required to begin by February 15, 2009, S5.C.1.c)</i>	Y		SCD sends the City an Annual Report each year summarizing all activities.	
7b.	Number of activities implemented:		11	See attachment.	Attachment #4 Skagit Conservation District Annual Report
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 by February 15, 2009, S5.C.1.b)</i>	Y		The Skagit Conservation District tracks all classes by surveys. The City is also a member of the regional efforts conducted under the STORM group.	
9.	Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? <i>(Required by February 15, 2008, S5.C.2.a)</i>	Y		SWMP was posted on City's website and was presented to City Council. Notices were posted in newspaper, internet, and announcements were made during televised council meetings.	
10.	Developed and implemented a process for public involvement and consideration of public comments on the SWMP? <i>(Required by February 15, 2008, S5.C.2.a)</i>	Y		Process includes posting SWMP on internet for public comment 2 weeks prior to presentation at Public Works committee meeting. Public will be informed via newspaper, internet, and public television. Committee meeting is open to public.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y			
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y			
12b.	NOTE website address in <i>Attachment</i> field:				<a href="http://www.ci.mount-vernon.wa.us/page.asp_Q_navigationid_E_739">http://www.ci.mount-vernon.wa.us/page.asp_Q_navigationid_E_739</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)	Y		City has draft map with outfall locations, has trained staff, updated codes, and maintains spill hotline.	
14.	Developed and currently maintain a map of your MS4? (Required by February 16, 2011, S5.C.3.a)	NA		Requirement not yet due.	
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		Map has been created and is in draft form. Map is being updated as data is collected throughout the city.	See Attachment #5 Draft City Map
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? (Required by February 16, 2011, S5.C.3.a.i)	NA		Requirement 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? (Required by February 16, 2011, S5.C.3.a.i)	NA		Requirement not yet due.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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		Requirement not yet due.	
18.	Map has been made available upon request? (S5.C.3.a.iv)	Y		Public Works Engineering department and Community and Economic Development department both have maps available on 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		Municipal Code Section 13.33.050	
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		Requirement not yet due.	
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		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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		Requirement not yet due.	
23.	Prioritized receiving waters for visual inspection? ( <i>Required</i> by February 16, 2010, S5.C.3.c.ii)	NA		Requirement 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		Requirement 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		Requirement not yet due.	
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		Requirement 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		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 by August 19, 2011, S5.C.3.c.v.)</i>	NA		Requirement not yet due.	
29.	Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? <i>(Required by August 19, 2011, S5.C.3.d)</i>	NA		Requirement not yet due.	
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? <i>(Required by August 19, 2011, S5.C.3.d.i)</i>	NA		Requirement not yet due.	
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			
31b.	Number of hotline calls received:		8		
31c.	Number of follow-up actions taken in response to calls:		8		
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	Y		360-336-6204	
33	Tracked the number of illicit discharges, including spills, identified? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
33b.	Number of illicit discharges identified:		0		
34	Tracked the number of inspections made for illicit connections? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	NA			
34b.	Number of inspections:		0		
35	Received feedback from IDDE public education efforts? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	NA			
36	<b>Attached</b> report on IDDE public education efforts? ( <i>Required</i> by August 19, 2011, S5.C.3.d, S5.C.3.e)	NA			
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</i> by August 15, 2009, S5.C.3.f.i)	Y			
37b.	Number of trainings provided:		2		
37c.	Number of staff trained:		6		
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		City intranet hosts self administered training with videos for new employees and refresher training.	
38b.	Number of trainings provided:		0	All employees requiring training have taken in person training.	
38c.	Number of staff trained:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 by February 16, 2010, S5.C.3.f.ii.)</i>	Y			
39b.	Number of trainings provided:		3		
39c.	Number of staff trained:		31		
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 by February 16, 2010, S5.C.4)</i>	NA		Requirement not yet due.	
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 by February 16, 2010, S5.C.4)</i>	NA		Requirement not yet due.	
42	Applied stormwater runoff program to private and public development, including roads? <i>(Required by February 16, 2010, S5.C.4)</i>	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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)	NA		Requirement not yet due.	
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)	NA		Requirement not yet due.	
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		The City's Critical Areas Ordinance (CAO) requires erosion control inspection of any site, regardless of size, with critical areas during the construction phase. The CAO also is setup to have the Skagit Conservation District do post construction monitoring.	
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)	NA		Requirement not yet due.	
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)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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		Requirement not yet due.	
48b.	If so, how many were granted?		0		
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)	NA		Requirement not yet due.	
49b.	Cite documentation to meet this requirement in <i>Attachment</i> field:	y			
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)	NA		Requirement not yet due.	

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)	NA		Requirement not yet due.	
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		Requirement not yet due.	

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		Requirement 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		Requirement 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)	NA		Requirement not yet due.	
55b.	Number of site plans reviewed during the reporting period:		0	Requirement not yet due.	
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)	NA		Requirement not yet due.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:			Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	NA		Requirement not yet due.	
57b.	Number of sites inspected during the construction phase for the reporting period:			Requirement not yet due.	
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)	NA		Requirement not yet due.	
58b.	Number of enforcement actions taken during the reporting period:			Requirement not yet due.	
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)	NA		Requirement not yet due.	
59b.	Number of qualifying sites known during the reporting period:			Requirement not yet due.	
59c.	Number of qualifying sites inspected during the reporting period:			Requirement not yet due.	
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)	NA		Requirement not yet due.	

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)	NA		Requirement not yet due.	
61b.	Number of enforcement actions taken during the reporting period:			Requirement not yet due.	
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)	NA		Requirement not yet due.	
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)	NA		Requirement not yet due.	
63b.	If yes, how many waivers were allowed ?			Requirement not yet due.	
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)	NA		Requirement not yet due.	
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)	NA		Requirement not yet due.	
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)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
66b.	Number of sites inspected during the reporting period:			Requirement not yet due.	
66c.	Number of structural BMPs inspected during the reporting period:			Requirement not yet due.	
66d.	Number of enforcement actions taken during the reporting period:			Requirement not yet due.	
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)	NA		Requirement not yet due.	
68	Performed timely maintenance as per S5.C.4.c.ii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	NA		Requirement not yet due.	
68b.	<b>Attached</b> documentation of any maintenance delays. ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	NA		Requirement not yet due.	
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)	NA		Requirement not yet due.	
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		Requirement not yet due.	

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)	NA	Requirement not yet due.	
71b.	Number of facilities inspected during the reporting period:	0	Requirement not yet due.	
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)		Requirement not yet due.	
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	NOIs are available at the front desk of the Community and Economic Development Department.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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)	NA		Requirement not yet due.	
74b.	Number of trainings provided:		0	Requirement not yet due.	
74c.	Number of staff trained:		0	Requirement not yet due.	
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		Requirement not yet due.	
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)	NA		Requirement not yet due.	
77	Performed timely maintenance as per S5.C.5.a.ii? ( <i>Required</i> by February 16, 2010, S5.C.5.a.ii)	NA		Requirement not yet due.	
77b.	<b>Attached</b> documentation of any maintenance delays. ( <i>Required</i> by February 16, 2010, S5.C.5.a.ii)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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>	NA		Requirement not yet due.	
78b.	Number of known facilities:		0	Requirement not yet due.	
78c.	Number of facilities inspected during the reporting period:		0	Requirement not yet due.	
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>	NA		Requirement not yet due.	
80	Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 16, 2010, S5.C.5.c)</i>	NA		Requirement not yet due.	
80b.	Number of known facilities:		0	Requirement not yet due.	
80c.	Number of facilities inspected during the reporting period:		0	Requirement 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>	NA		Requirement not yet due.	
81b.	Number of known catch basins:		0	Requirement not yet due.	
81c.	Number of inspections:		0	Requirement not yet due.	
81d.	Number of catch basins cleaned:		0	Requirement not yet due.	

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 by February 16, 2010, S5.C.5.f)</i>	NA		Requirement not yet due.	
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 by February 16, 2010, S5.C.5.g)</i>	NA		Requirement not yet due.	
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? <i>(Required by February 16, 2010, S5.C.5.h.)</i>	Y		Requirement not yet due.	
84b.	Number of trainings provided:		3	Requirement not yet due.	
84c.	Number of staff trained:		31	Requirement not yet due.	

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	Y	The City has a SWPPP for the Fir Street Maintenance Facility	
86	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	NA	Requirement does not apply.	
87	Complied with the specific requirements identified in Appendix 2? (S7.A)	NA	Requirement does not apply.	
88	<b>Attached</b> status report of TMDL implementation? (S7.A)	NA	Requirement does not apply.	
89	Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA	Requirement does not apply.	
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)	Y	Five illicit discharges and three spills were reported in 2009. Attachment shows the contacts that were made and actions that were taken.	Attachment #6 2009 IDDE Reports to Ecology.doc
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	No water quality impairments were determined from spills and Ecology has not requested any monitoring, BMPs, or plans.	

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	Requirement does not apply.	
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)	Y	Three of the eight calls received by the City regarding spills and illicit discharges were reported to the Department of Ecology.	Attachment #6 2009 IDDE Reports to Ecology.doc
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	Requirement not yet due.	
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-structural and LID techniques on a broader scale (Required to be submitted by March 31, 2011, S9.E.4.b)	NA	Requirement 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. The Skagit Conservation District continues to monitor 5 sites in both the Kulshan and Trumpeter watersheds. The samples were collected by volunteer "stream teams." This program is part of the "Citizen Volunteer Water Quality Monitoring Program" that is meant to serve as an educational program for citizens to learn more about water quality and the streams with the City limits. Samples are collected twice per month and are not storm driven.	Skagit Conservation District Kristi Carpenter Blaine Chesterfield
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?	Y	City has selected BMPs and the Skagit Conservation District has implemented BMP activities such as car wash kits, storm drain stenciling, commercial posters, etc.
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	City's process is to post City's SWMP on website and request public comment 2 weeks prior to Public Works Committee Meeting. Announcements are made about Public Works Committee meeting, which is open to public, where the SWMP is then presented to public and City Council.
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	NA	The City is currently in the process of developing an Illicit Discharge Detection and Elimination program. Not all of the BMPs have been selected or implemented.
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	NA	The City is currently in the process of developing a Controlling Runoff program. Not all of the BMPs have been selected or implemented.
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	NA	The City is currently in the process of developing a Post Construction Runoff Management program. Not all of the BMPs have been selected or implemented.
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	NA	The City is currently in the process of developing a Good Housekeeping for Municipal Operations program. Not all of the BMPs have been selected or implemented.

## 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	No changes				
2					
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)	NA	Deadline is not yet due.	
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)	NA	Deadline is not yet due.	
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	Deadline is not yet due.	
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	Deadline is not yet due.	
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		

March 18, 2008

Department of Ecology  
Water Quality Program  
Municipal Stormwater Permits  
P.O. Box 47696  
Olympia, WA 98504-7696

Attn: Dept. of Ecology, Water Quality Program

I, Bud Norris, the Mayor of Mount Vernon, acting as the principle executive officer for the City of Mount Vernon, hereby duly authorize the Public Works Engineering Manager for the City, to submit reporting information on behalf of the City of Mount Vernon for purposes of complying with the Western Washington Phase II Municipal Stormwater Permit as requested by the Department of Ecology.

Sincerely,



Bud Norris  
Mayor

## AMENDMENT TO AGREEMENT

### AMENDMENT TO INTERLOCAL COOPERATIVE AGREEMENT BETWEEN CITY OF MOUNT VERNON AND SKAGIT CONSERVATION DISTRICT

THIS AMENDMENT, entered into this 5<sup>th</sup> day of March, 2007, by and between the CITY OF MOUNT VERNON, Washington, a municipal corporation (hereinafter referred to as the "City") and the Skagit Conservation District, a public body organized under RCW 89.08, (hereinafter referred to as the "District").

#### WITNESSETH:

WHEREAS the City entered into an Agreement with the District dated January 3, 2006; and

WHEREAS the parties hereto wish to amend the Agreement by extending the timeline for District performance for certain tasks that were to be completed by the end of 2006 to be completed by the end of 2007 which are identified as Best Management Practices ("BMP's") within Exhibit "A"- Scope of Work and Appendix 1 of Exhibit "A" Scope of Work – Timeline for District Performance; and

WHEREAS the parties hereto wish to amend the Agreement by extending the budget identified for those BMP's which have been granted an extension for completion into the year 2007.

NOW, THEREFORE, the parties hereby amend said Agreement, as follows:

**1. Section 1.0 of the Exhibit "A"- Scope of Work of the Agreement is hereby amended to read as follows:**

#### **1.0 Public Participation and Involvement**

The District shall assist City staff with compliance efforts for the "Public Participation and Involvement" minimum control measure, one of six measures required to meet the conditions of the NPDES storm water permit. The essential goals include improving public knowledge of local stormwater issues, receiving public input on potential solutions, gaining public support for and compliance with the City's' Comprehensive Stormwater Management Plan (CSMP), and developing a volunteer workforce to help implement this plan.

#### **Best Management Practice (BMP) 1.1 -Public Meetings/Steering Committee**

The EP A recommends that all cities and counties should consider including the public in developing, implementing, and reviewing their storm water management program. Examples

provided in the EPA recommendations include; conducting public meetings, public hearings, town hall meetings, etc. to solicit input prior to developing the CSMP.

**Required Tasks:**

- The District shall assist City staff with two partial day or evening workshops. The workshops shall include:
  - An opportunity to allow citizens to discuss various viewpoints and provide input concerning appropriate storm water management policies and BMP's.
  - An assessment of public interest in the establishment of a citizen stormwater panel that would take part in the development, implementation, and review of the CSMP.

**Measurable Goals:**

- To provide notice of the public meetings in several different print media in bilingual format.
- To establish a citizen stormwater panel. Note: the City will be responsible for the performance of this goal.

**BMP1.2 -Watershed Masters Volunteer Training Program**

The Skagit Conservation District has been conducting the Watershed Masters Volunteer Training Program in the Skagit Valley community since 1995. The primary goal of the program is to increase public awareness of water quality problems and solutions and to inspire community stewardship in regards to water quality. Participants receive 40 hours of training (8 weeks), provided by local experts, which covers an introduction to local geology & history, biology & habitat needs of local salmon, the effects of storm water runoff on water quality and fish & wildlife habitat (nonpoint sources of pollution), an overview of Low Impact Development, household hazardous waste, forest stewardship, marine ecology, soils & wetlands, etc. Participants learn practical tips for reducing water quality impacts at home. Individuals make a personal commitment to implementing a specific action(s) at home and also return 40 hours of volunteer service by undertaking projects designed to protect and/or restore water quality, or educating the public on these same topics (within 2 years of class completion is encouraged). Each session is taught by local experts, including representatives from SCD, NRCS, WDFW, Skagit County, WA Dept. of Natural Resources, WA Dept. of Ecology, Puget Sound Action Team, Padilla Bay Research Reserve~ Western Washington University, and more. Average class size: 23.

*Potential volunteer activities that could be undertaken by the program participants include storm drain labeling, stream clean ups, mapping outfalls, tree planting or other enhancement projects at City parks (or other private or public lands), water quality monitoring, etc. The District will coordinate with the City to determine priority projects.*

**Required Tasks:**

- The District will organize and conduct the Watershed Masters Volunteer Training program in partnership with the City of Mount Vernon. The terms of this partnership shall require, but not be limited to, targeting the Program to specific watersheds of the City's choosing

that lie within the City, holding the program in specific watersheds for residents, and documenting the process in a manner sufficient to satisfy NPDES compliance.

- The program will target residents of all major drainage basins within the City including Kulshan, Maddox, Trumpeter, Carpenter, Britt Slough, West Mount Vernon, and Nookachamps.
- Forms of City assistance for implementation of the Watershed Masters programs may include: Providing presentations to the Watershed Masters (WSM) on city storm water program priorities during a classroom and/or field tour; providing technical assistance to District staff if needed (re: City priorities, storm water concerns, etc.); attending WSM "graduation" (held last night of training) to assist in presenting certificates of completion; and providing input for WSM training and volunteer opportunities.
- Volunteer hours will be tracked and tabulated and reported to the City following class completion.

#### **Measurable Goals:**

- Recruitment of interested city residents to participate in the annual Watershed Masters Volunteer Training Program will be tracked.
- Participation and volunteer activities conducted by the Watershed Masters will be documented.
- Volunteer hours contributed by participants will be tracked.
- Program evaluation forms will be completed by the participants to determine class effectiveness.
- Participants will report BMP's implemented at home based on education learned during training.

#### **BMP 1.3- Volunteer Water Quality Training Program**

The Skagit Conservation District has been conducting the Skagit Stream Team program since 1998 (in partnership with the Padilla Bay Research Reserve). The primary purposes of the program are: to inspire stewardship in regards to water quality by educating local citizens about land use and non-point source pollution and involving them in the process of water quality data gathering; to develop and implement a routine sampling program that can be used to assess water quality trends, characterize the existing water quality of priority freshwater drainages, and determine how water quality conditions compare to State Standards; and to document improvements in water quality as a result of the implementation of BMP's. A Quality Assurance/Quality Control (QA/QC) plan and lab plan for the Stream Team program have been approved by the Washington Department of Ecology. Water quality conditions sampled by volunteers currently include; fecal coliform bacteria, dissolved oxygen, water temperature, turbidity, and total depth. Forty volunteers are currently monitoring stations located in the Nookachamps, Padilla Bay, Samish, and Grandy Creek watersheds. Collection and lab tests are both conducted by volunteers. The annual fall training event provides education about the effects of storm water runoff on water quality, streams, wetlands, and fish and wildlife habitat (in addition to teaching water quality monitoring techniques).

#### **Required Tasks:**

- The District shall coordinate with the City to determine stream priority. Four monitoring

stations shall be located on each stream.

- The District shall promote the Skagit Stream Team program in partnership with the City of Mount Vernon and the Padilla Bay Research Reserve to recruit Mount Vernon citizen participation.
- The District shall coordinate with the City volunteer activities; maintain volunteer records, and data sheet~ and coordinate with the City volunteer recognition events.
- Forms of City assistance for implementation of the Stream Team program may include: providing guidance to District staff in identifying priority streams and identifying 8 -12 monitoring stations (overall) for water quality collection; providing a presentation to volunteers during the annual training event; providing lab and supplies for conducting fecal coliform and turbidity tests at the Waste Water Treatment Plant; provide training and technical assistance to lab volunteers in using Waste Water Treatment Plant lab equipment. Data analysis will also need to be discussed.

**Measurable Goals:**

- Annual recruitment of volunteers to participate in the Stream Team program will be conducted (recruitment efforts will target local residents age 18 and up, Watershed Masters, and Environmental Tech students attending Skagit Valley College).
- An annual 3-session training event will be conducted each fall.
- Each year, four to six teams of volunteers (2-3 volunteers on each team, which will include 2 field persons & 1 lab person) will make a commitment to collect water quality data at 4 assigned stations on a monthly basis for one year (overall, a total of 12 stations would be monitored twice a month).
- Volunteer hours contributed by participants will be tracked.

**BMP 1.4 -Storm Drain Labeling Program**

Storm drain labeling involves labeling storm drains with messages warning citizens not to dump pollutants in the streams. Based on previous experience, the District recommends the use of permanent marking methods, such as ceramic tiles, plastic markers, or metal markers (rather than painting with stencils). Permanent storm drain markers are more cost effective in the long term, more durable and aesthetic, and are environmentally friendly. Volunteer groups, such as the Watershed Masters and Boy Scouts/Girl Scouts can be trained to install the labels.

**Required Tasks:**

- The District shall recruit, organize, and train community volunteers to install permanent storm drain labels.
- The District shall promote the Storm Drain Labeling program at District events, including but not limited to Watershed Masters, Stream Team and Backyard Conservation trainings, annual mailing packets distributed to all local schools, quarterly mailings of "Calendar of Upcoming Events" to District volunteers, and in the District newsletter which is distributed twice a year.
- The District shall coordinate with the City to determine priority areas for storm drain label installation.
- The District shall volunteer recruitment to install markers and inspect storm drain inlets in need of markers will continue on an ongoing basis for the duration of this Agreement.

**Measurable Goals:**

- Determine appropriate and priority locations for labeling by Summer 2006
- Recruit/train volunteers, such as the Watershed Masters, Skagit Stream Team, and local Boy Scout/Girl Scouts to begin installing storm drain labels by May 31, 2007; training/recruitment will be ongoing.

**2. Section 2.0 of the Exhibit "A"- Scope of Work of the Agreement is hereby amended to read as follows:**

**2.0 Public Education and Outreach**

The District shall assist City staff with compliance efforts for the "Public Education and Outreach" minimum control measure, one of six measures required to meet the conditions of the NPDES storm water permit. The goal of this minimum control measure is to facilitate greater public awareness of the sensitivity of local surface waters, their beneficial uses, the detrimental effects of polluted storm water and illicit discharges, and measures that can be taken to reduce storm water pollution.

**BMP 2.1 -Backyard Conservation Stewardship Program**

This annual 6 week short-course features tips for native plant landscaping, environmentally friendly gardening practices, composting, mulching, nutrient management, pest management, landscaping for wildlife, water conservation tips, and more! Training will be provided by local experts. Participants will attend 6 evening sessions (once a week) and two Saturday field excursions. The following topics will be included in the training: Proper use and disposal of pesticides, herbicides, and fertilizers, and use of non-toxic alternatives; use of native plants in landscaping rather than lawns, and retention of native vegetation; preventive car maintenance, including proper disposal of used oil, coolant, and other toxic materials; use of permeable pavement for driveways and patios; proper disposal of pet waste and livestock waste.

**Required Tasks:**

- The District shall organize, initiate and conduct the Backyard Conservation Stewardship program and administer this program on behalf of the City of Mount Vernon.
- Forms of City assistance for implementation may include providing presentations to class participants on city storm water program priorities and attending "graduation" to assist in presenting certificates of completion to class participants.
- The District shall conduct follow up surveys on an annual basis to determine whether or not class participants have taken steps to reduce storm water impacts based on what was learned in program.

**Measurable Goals:**

- Recruitment of interested city residents to participate in the annual Backyard Conservation Stewardship program will be conducted.
- Participation of class participants will be tracked.
- Program evaluation forms will be completed by the participants to determine class effectiveness.

### **BMP 2.2 - Resource Materials/Education for Local Schools**

The District currently maintains a resource library for local teachers. The library includes numerous text books, supplemental curricula, and videos on a variety of natural resource topics (including water quality and storm water runoff). An enviroscape watershed model is also available for presentations or available for teachers (or other agency personnel) to borrow. An information packet, which contains a brief description of all materials available at the District library is compiled and mailed to all elementary schools located throughout Skagit County (urban and rural areas) each September, to all science and agriculture teachers at the middle school and high school levels, home schools and other groups. Information about other District educational programs, such as Envirothon, 6th Grade Conservation Tour, the Annual Natural Resource Poster Contest, and live presentations available by District staff are included in the packet.

#### **Required Tasks:**

- The District shall incorporate a special section in the annual teachers packet that will specifically highlight storm water education materials and presentations available.
- The District shall provide presentations on storm water and water resources to local schools (and after school groups) as requested by the City. The enviroscape model and the "Raindrop Walk" are both useful tools in teaching youth about storm water and water quality.

#### **Measurable Goals:**

- The number of packets mailed to local teachers will be tracked each year.
- The number of presentations given to local schools or other youth groups will be tracked.
- The number of teachers using the resource library will be tracked.

### **BMP 2.3 - CSMP Logo/Theme/Poster Contest for Local Youth**

Creating a contest for youth in our community will provide an opportunity to directly involve them in learning/teaching about storm water impacts with the added benefit of generating parent participation and gaining their awareness. The contest will directly involve local school age youth in designing a logo, theme, or poster for storm water awareness in Skagit County. The winning entry(s) may be used on various storm water educational materials, such as brochures, posters, fliers (which could be placed in the library, schools, City offices, etc), bookmarks, newspaper ads, and more.

#### **Required Tasks:**

- The District shall coordinate with the City to design the logistics for hosting a logo, theme, and/or poster contest for local youth.
- The District shall promote the contest theme and rules to all City schools (approved methods of promotion include promotion with the annual teachers packets discussed above and during classroom presentations). After mailing information, the District shall follow up with phone calls to interested teachers/classrooms.
- Classroom presentations to promote the contest and to provide background education about storm water issues will be conducted by District staff.

- The District shall coordinate with participants to collect and maintain all entries- .The District shall coordinate with the City to arrange judging.
- The District shall coordinate with the City to arrange a recognition event for winner(s).

**Measurable Goals:**

- Design logistics of contest by June 1, 2007.
- Information packets promoting contest mailed to local teachers & media press releases by September 30, 2007.
- Contest winner(s) announced by December 31, 2007.

**BMP 2.4 - Stormwater Educational Brochures and Fact Sheets**

The District shall coordinate with the City to develop a series of educational brochures and/or fact sheets for the general public. These will be developed for the general public and specific audiences on various topics that could range from landscaping, recycling, disposing of motor oil and other hazardous materials, water conservation, pet waste management, etc. Handout materials could be modified from existing materials to reduce costs. In addition, they could be designed over a period of time (for example two brochures could be designed/printed the first year, two over the 2nd year, etc). The District shall make efforts to provide this information in Spanish. Suggested methods of promotion include a carrier route mailing conducted twice a year to residents of Mount Vernon (each mailing would focus on a particular topic storm water related topic) or information included in City utility billings.

**Required Tasks:**

The District shall coordinate with the City to determine priority audiences and storm water education topics that will be used to generate a series of brochures and/or fact sheets.

- The District shall coordinate with City staff to determine topic priorities.
- The District shall research existing materials and coordinate with City staff to review/revise to meet City of Mount Vernon priorities.
- The District shall print and distribute of these materials.

**Measurable Goals:**

- Development of 2 educational brochures/flyers by Fall 2007.
- Development of 2 additional educational brochures/flyers by fall 2008.
- Distribution methods to be determined with City approval.

**BMP 2.5 -Stormwater Education Program for Local Business**

The District shall assist the City in educating local contractors and businesses on stormwater education. Such assistance shall include but not be limited to the following:

- The District shall coordinate a workshop in partnership with the City for local contractors and businesses on Low Impact Development practices.
- The District shall coordinate with the City to develop educational brochures/Flyers that target local contractors and businesses.
- The Skagit Conservation Education Alliance (SCEA), a local 501(c) 3 non-profit organization is currently researching potential grant sources to coordinate an "Envirostar" program in our community. The program would involve local businesses in storm water

education, as well as providing recognition for local businesses who implement BMP's. If funded, this project would provide an opportunity for collaborations and partnerships. If such a program comes into being during the duration of this agreement, the District shall include such a program within the Stormwater Education Program for Local Business.

The District shall complete those required tasks and measurable goals included within the scope of work identified above according to the schedule attached to this Scope of Work and identified as "Appendix 1 of Scope of Work- Timeline for District Performance" BMP's identified above shall be completed in compliance with the following schedule:

BMP 1.1 - Completed by fall 2007

BMP 1.2 - Program begins in 2006 and repeats annually through 2009

BMP 1.3 - Program begins in 2006 and repeats annually through 2009

BMP 1.4 - Program begins in 2007 and will be completed by fall 2009

BMP 2.1 - Program begins in 2006 and repeats annually through 2009

BMP 2.2 - Program begins in 2007 and will be completed by fall 2009

BMP 2.3 - Completed by Dec. 31, 2007

BMP 2.4 - First phase completed by fall 2007, second phase by fall 2008

BMP 2.5 - Completed by fall 2008

Time is of the essence of this contract, and it is agreed that in case the District shall fail to comply with or perform any condition or agreement hereof promptly at the time and in the manner herein required, the City may elect to declare all the District's rights hereunder terminated, and upon doing so, all payments made by the City hereunder and all Work performed to date shall be forfeited to the City as liquidated damages and the City shall be able to immediately rescind the Agreement.

This Scope of Work and included Schedule for Performance shall be reevaluated by the City annually and modifications to the scope of work and/or schedule may be made by agreement of both parties.

**Meaning of terms.**

Whenever the term "measurable goals" is used in any section of this scope of work the term shall be deemed to have the same meaning as the term "required task". It shall be the mutual intent of the parties to interpret both terms as contractual obligations of the District requiring performance.

**3. Appendix 1 of Scope of Work- Timeline for District Performance is hereby amended to read as follows:**

***New Appendix which reflects new 2007 budget for those tasks remaining for BMP's 1-4, 2-3, and 2-4 attached.***

4. All other terms and conditions of the original Agreement remain the same.

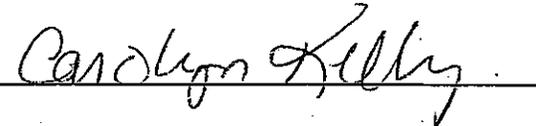
\*\*IN WITNESS WHEREOF the parties hereto have executed this document as of the day and year first written above.

**CITY OF MOUNT VERNON**

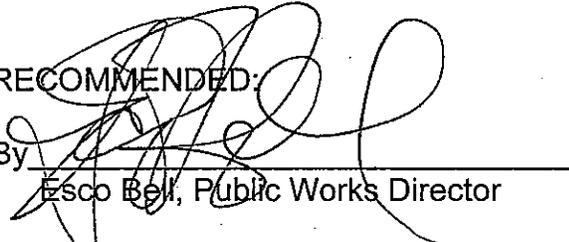
**SKAGIT CONSERVATION DISTRICT**

APPROVED:

By   
Bud Norris, Mayor

By 

RECOMMENDED:

By   
Esco Bell, Public Works Director

Agency Contact:

Carolyn Kelly, Manager

2021 E. College Way, Suite 203

Mount Vernon, WA 98273

ATTEST:

By   
Alicia Huschka, Finance Director

Tax ID #: 91-1155778

APPROVED AS TO FORM:

By   
Kevin Rogerson, City Attorney

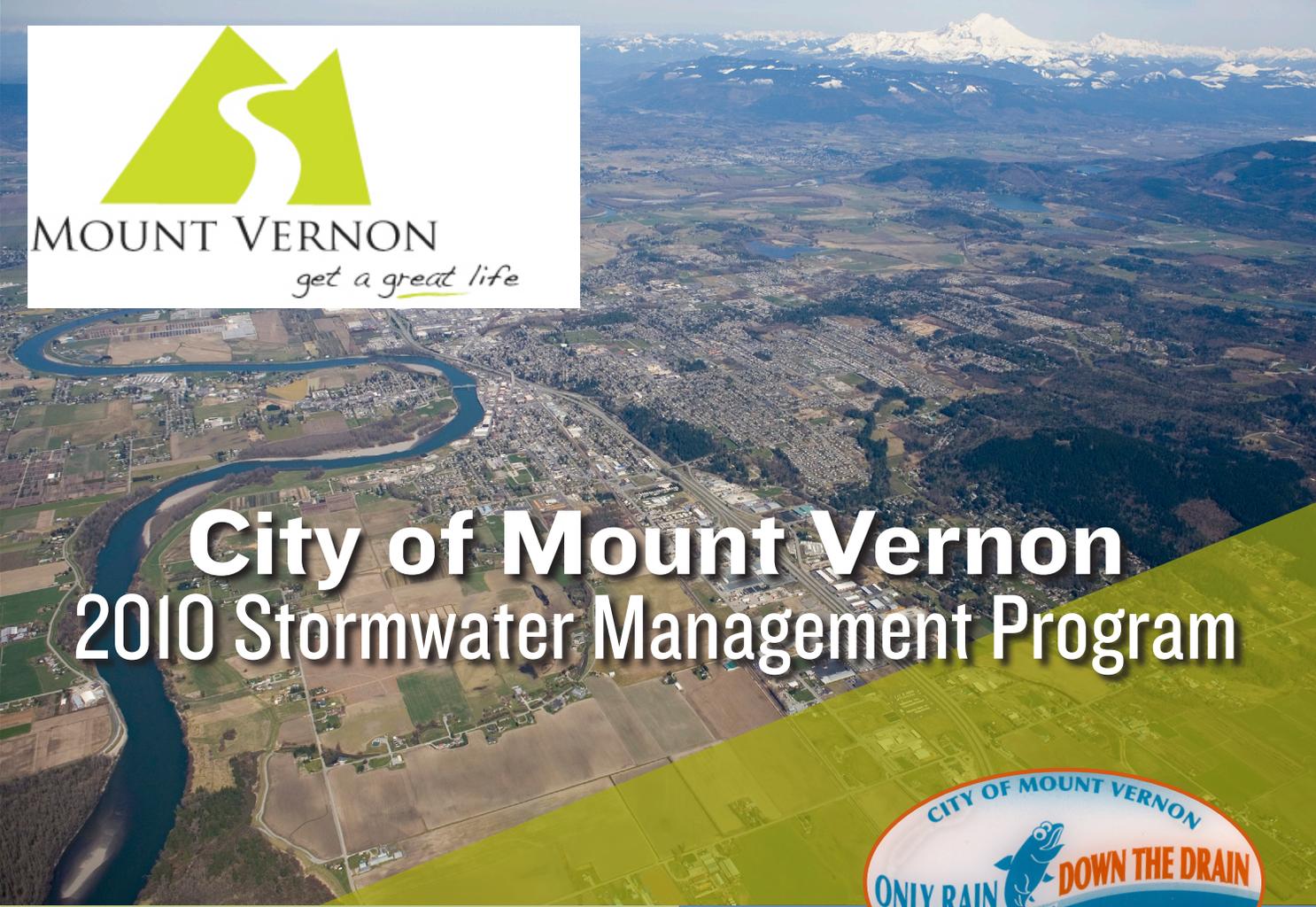
Appendix 1 of Scope of Work – Timeline for District Performance

Public Involvement and Education Plan Timeline  
 Prepared for the City of Mount Vernon  
 By the Skagit Conservation District – November 2005

PUBLIC PARTICIPATION AND INVOLVEMENT							
2006		2007		2008		2009	
Program	Budget	Program	Budget	Program	Budget	Program	Budget
<b>BMP 1-2</b> Watershed Masters Volunteer Training Program	\$1,500	<b>BMP 1-1</b> Host two partial day or evening workshops	\$7,500	<b>BMP 1-2</b> Continue Watershed Masters program	\$1,500 * budget tentative based on available grant funding	<b>BMP 1-2</b> Continue Watershed Masters program	\$1,500 * budget tentative based on available grant funding
<b>BMP 1-3</b> Kulshan Creek Stream Team Program	\$6,000	<b>BMP 1-2</b> Continue Watershed Masters Program	\$1,500	<b>BMP 1-3</b> Continue Stream Team program	\$6,000	<b>BMP 1-3</b> Continue Stream Team program	\$6,000
<b>BMP 1-4</b> Storm Drain Stenciling Program (includes placing informational door knob hangers in neighborhoods being stenciled)	\$822 * Amend 1 moves \$1,677.95 of original \$2,500 budget to 2007	<b>BMP 1-3</b> Continue Kulshan Creek Stream Team program (add additional stations?)	\$7,678	<b>BMP 1-4</b> Continue Storm Drain stenciling program	\$2,500	<b>BMP 1-4</b> Continue Storm Drain stenciling program	\$2,500
		<b>BMP 1-4</b> Continue Storm Drain Stenciling Program	\$2,500				

**PUBLIC PARTICIPATION AND INVOLVEMENT**

2006		2007		2008		2009	
Program	Budget	Program	Budget	Program	Budget	Program	Budget
BMP 2-1 Backyard Conservation Stewardship Program	\$1,500	BMP 2-1 Continue Backyard Conservation Stewardship Program	\$1,500	BMP 2-1 Continue Backyard Conservation Stewardship Program	\$1,500	BMP 2-1 Continue Backyard Conservation Stewardship Program	\$1,500
BMP 2-3 SWMP Logo/Theme/Poster Contest for Local Youth	\$0 * Amend 1 moves \$2,500 budget to 2007	BMP 2-2 SWMP Resource Materials/Education for local Schools	\$3,500	BMP 2-2 SWMP Resource Materials/Education for local Schools	\$1,000	BMP 2-2 SWMP Resource Materials/Education for local Schools	\$1,000
BMP 2-4 Publish/mail stormwater education materials	\$193 * Amend 1 moves \$5,807.50 of original \$6,000 budget to 2007	BMP 2-4 Publish/mail stormwater education materials	\$5,808	BMP 2-5 Conduct SWMP outreach to local business (workshop/educational materials)	\$7,500	BMP 2-4 Publish/mail/conduct stormwater education materials	\$7,500
<b>TOTAL</b>	\$10,015	Evaluate public participation & public education & outreach programs	\$29,985	Evaluate public participation & public education & outreach programs	\$20,000	Evaluate public participation & public education & outreach	\$20,000



# City of Mount Vernon 2010 Stormwater Management Program



March 2010

**Brown AND  
Caldwell**





CITY OF MOUNT VERNON  
2010 STORMWATER  
MANAGEMENT PROGRAM

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Prepared for  
City of Mount Vernon, Washington  
March 2010



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# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 1. INTRODUCTION

### 1.1 Overview

This document presents the City of Mount Vernon's Stormwater Management Program (SWMP). Preparation and maintenance of this SWMP is required by the Washington State Department of Ecology (Ecology) as a condition of the Western Washington Phase II Municipal Stormwater Permit (the Phase II Permit). The Phase II Permit covers discharges from regulated small municipal separate storm sewer systems (MS4s). Based on criteria outlined in the Phase II Permit, Ecology considers the City of Mount Vernon to be an operator of a small MS4, and therefore required to obtain Permit coverage.

Each municipality's permit for discharging stormwater is designed to reduce the discharge of pollutants, protect water quality, and meet the requirements of the federal Clean Water Act. Phase II Permit requirements include programmatic additions over time and this Stormwater Management Program document has been accordingly revised.

Appendix A includes abbreviations and definitions from the Permit to help the reader understand the City's SWMP.

### 1.2 The Stormwater Problem

Stormwater is the leading contributor to water quality pollution in our urban waterways. As urban areas grow, stormwater is also Washington's fastest-growing water quality problem. Pollutants in or resulting from stormwater can cause a wide range of impacts. Untreated stormwater is not safe for people to drink and is not recommended for swimming because it contains toxic metals, organic compounds, and bacteria. Some pollutants such as metals, oil and grease, and organic toxins are toxic to aquatic organisms if concentrations are high enough. Sediments cause tissue abrasion and gill clogging in fish, reduce light and impair algal growth, smother fish spawning habitat, and are transporters of other pollutants. Nutrients accelerate eutrophication, a process in which water bodies receive excess nutrients that stimulate excessive plant growth of lakes and ponds resulting in nuisance algal blooms, reduced clarity, odors, and reduced water quality. Temperature-sensitive fish and invertebrates cannot survive in overly warm water bodies (Ecology, "NPDES General Permit Fact Sheet," 2006).

In addition, the large impervious surfaces in urban areas increase the quantity and peak flows of runoff, which in turn cause hydrologic impacts such as scoured streambed channels, in-stream sedimentation, and loss of habitat. Furthermore, because of the increased volume of runoff discharges, loads of pollutants in stormwater can be significant, causing water quality problems such as disease and mortality in fish and other aquatic organisms, swimming beach and shellfish bed closures, and contamination of wells (Ecology, "NPDES General Permit Fact Sheet," 2006).

A number of pollution sources contaminate stormwater, including land use activities, operation and maintenance (O&M) activities, illicit discharges and spills, atmospheric deposition, and vehicular traffic conditions. Many of these sources are not under the direct control of the Permittees that own or operate the storm sewers.

The City of Mount Vernon manages a number of complex systems potentially affecting stormwater. The City is involved in efforts that go beyond the scope of many larger municipalities including, but not limited to, river flood control operations, managing the city storm drain system and operating sewage treatment facilities. While the City has long had a commitment to clean water and, as a result, is currently in compliance with state and federal requirements, it must now look toward meeting the demands of the new Phase II Permit, described in detail in Section 1.3 below.

### 1.3 Regulatory Background

The National Pollutant Discharge Elimination System (NPDES) permit program is a requirement of the federal Clean Water Act, which is intended to protect and restore waters for “fishable, swimmable” uses. The federal Environmental Protection Agency (EPA) has delegated permit authority to state environmental agencies, and these agencies can set permit conditions in accordance with and in addition to the minimum federal requirements. In Washington, Ecology is the NPDES-delegated permit authority.

Municipalities with a population of over 100,000 (as of the 1990 census) have been designated as Phase I communities and must comply with Ecology’s Phase I NPDES Municipal Stormwater Permit. With Mount Vernon’s 1990 census falling below the 100,000 threshold, the City must comply with the Phase II Municipal Stormwater Permit. About 100 other municipalities in Washington must also now comply with the Phase II Permit, as operators of small “municipal separate storm sewer systems” (MS4s). Ecology’s Phase II Permit is available on Ecology’s Web site at <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/index.html>

The Permit allows municipalities to discharge stormwater runoff from municipal drainage systems into the state’s water bodies (i.e., streams, rivers, lakes, and wetlands) as long as municipalities implement programs to protect water quality by reducing the discharge of “nonpoint source” pollutants to the “maximum extent practicable” (MEP) through application of Permit-specified “best management practices” (BMPs). The BMPs specified in the Permit are collectively referred to as the Stormwater Management Program (SWMP) and grouped under the following SWMP components:

- Public Education and Outreach (E&O)
- Public Involvement
- Illicit Discharge Detection and Elimination (IDDE)
- Controlling Runoff from New Development, Redevelopment, and Construction Sites
- Pollution Prevention and Municipal Operation and Maintenance (O&M)
- Monitoring

The Permit issued by Ecology became effective on February 16, 2007, and expires on February 15, 2012. On June 17, 2009, Ecology released a modified version of the Permit, which changed some of the requirement deadlines. The Permit requires the City to report annually (March 31 of each year) on progress in SWMP implementation for the prior year. The Permit also requires submittal of documentation that describes proposed SWMP activities for the coming year. Implementation of various Permit conditions is phased in over the 5-year Permit cycle. The Permit will be revised and reissued at the end of the current Permit cycle.

### 1.4 City of Mount Vernon Regulated Area

The Phase II Permit applies to operators of regulated small MS4s that discharge stormwater to waters of Washington State located west of the crest of the Cascade Range (west of the eastern boundaries of Whatcom, Skagit, Snohomish, King, Pierce, Lewis, and Skamania Counties). For cities, the Permit requirements extend only to those areas of each city that drain to MS4s. In Mount Vernon, much of the downtown area drains to a combined sewer overflow (CSO) system, which sends runoff to the wastewater

treatment plant before entering the Skagit River. The CSO discharge area is covered under a permit separate from the Phase II Permit.

## 1.5 Total Maximum Daily Load Compliance

Stormwater discharges covered under this Permit are required to implement actions necessary to achieve the pollutant reductions called for in applicable total maximum daily loads (TMDLs). Applicable TMDLs are those that have been approved by the EPA before the issuance date of the Permit or have been approved by the EPA prior to the date the Permittee's application is received by Ecology. Information on Ecology's TMDL program is available on Ecology's Web site at [www.ecy.wa.gov/programs/wq/tmdl](http://www.ecy.wa.gov/programs/wq/tmdl).

Ecology has reviewed all TMDLs approved by EPA before February 15, 2006, to determine whether municipal stormwater sources were identified in the TMDL. When most of these TMDLs were developed, municipal stormwater was considered a subset of nonpoint discharges, rather than a permitted discharge. As a result, very few TMDLs statewide contain requirements for municipal stormwater sources. Few TMDLs completed to date have established load allocations (LAs) or waste load allocations (WLAs) for municipal stormwater discharges covered under this Permit.

Appendix 2 of the Permit lists the cities and counties affected by TMDLs that were approved by EPA prior to February 15, 2006. While the City of Mount Vernon has not been listed in Appendix 2, there are water quality impairments (Clean Water Act section 303[d] "listings") within the City that may trigger TMDLs for the next Permit cycle (2012–2017).

## 1.6 SWMP Implementation Responsibilities

The Public Works Department will be coordinating the overall administration of efforts to comply with Permit requirements. The Community and Economic Development (CED) Department will play a large role in the implementation of Permit program activities such as inspections, Permit review, code revisions, etc. The City has contracted with the Skagit Conservation District (SCD) for implementing the E&O components of the Permit. The Skagit County Health Department conducts septic system inspections and a local source control program that help to educate citizens and businesses on stormwater pollution. Table 1-1 summarizes participant responsibilities for ensuring future Permit compliance. Sections 2 through 8 will highlight the planned efforts of these departments and entities in more detail.

Program Component	City Departments	Outside Entities
Stormwater Management Program	Public Works Finance Information Services (IS) City Attorney's Office (CAO)	
Public education and outreach	Public Works	SCD Skagit County Health Department
Public involvement	Public Works	SCD

Table 1-1. SWMP Implementation Responsibilities		
Program Component	City Departments	Outside Entities
Illicit discharge detection and elimination	Public Works CED Fire Department	
Runoff controls	Public Works CED	
Pollution prevention and municipal operation and maintenance	Public Works CED	
Water quality monitoring	Public Works	SCD

## 1.7 Document Organization

The contents of this document are based upon Permit requirements and Ecology’s “Draft Guidance for City and County Annual Reports for Western Washington, Phase II Municipal Stormwater Permits.” The organization of the remainder of this SWMP is modeled after that of the Permit:

- **Section 2.0** addresses Permit requirements for administering the City’s SWMP for 2010.
- **Section 3.0** addresses Permit requirements for public E&O for 2010.
- **Section 4.0** addresses Permit requirements for public involvement and participation for 2010.
- **Section 5.0** addresses Permit requirements for IDDE for 2010.
- **Section 6.0** addresses Permit requirements for controlling runoff from new development, redevelopment, and construction sites for 2010.
- **Section 7.0** addresses Permit requirements for pollution prevention and municipal operations and maintenance for for 2010.
- **Section 8.0** addresses Permit requirements for the water quality monitoring section of the Permit for 2010.
- **Appendix A:** Abbreviations and definitions from the Permit.

Each section includes a summary of the relevant Permit requirements and a description of current and planned compliance activities.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 2. STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

This section of the SWMP provides a description of Permit requirements related to overall SWMP administration, including descriptions of the City's current and planned compliance activities for 2010.

### 2.1 Permit Requirements

The Permit (Section S5.A) requires the City to perform the following tasks:

- Develop and implement a Storm Water Management Program and prepare written documentation (SWMP document) for submittal to Ecology on March 31, 2009, and update the SWMP annually thereafter. The purpose of the SWMP is to reduce pollutant discharge from the municipal stormwater system to the maximum extent practicable and thereby protect water quality.
- Submit annual compliance reports (for the previous calendar year) to Ecology by March 31, beginning in 2008, summarizing implementation status and provide information from assessment and evaluation procedures collected during the reporting period.
- Starting in 2011, submit a report summarizing any barriers to low impact development (LID) within the area covered by the Permit and measures to address the barriers.
- Coordinate with other Permittees on stormwater-related policies, programs, and projects within adjacent or shared areas.

### 2.2 Current Compliance Activities

The City currently has activities and programs that address the Permit requirements. The current compliance activities associated with the Permit include the following:

- The City has defined roles and responsibilities and developed standard operating procedures (SOPs) for completing updates to future SWMP documents and the Annual Compliance Report annually.
- The City maintains a cost accounting database for tracking annual Permit costs.
- The City is on track to comply with Ecology's requirements for submittal of the third Annual Compliance Report by March 31, 2010.
- The City continues to coordinate with external entities such as the SCD, Sedro Wolley, Burlington, Anacorted, and Skagit County.
- The City meets quarterly with local jurisdictions to discuss stormwater policies and projects in the area.
- The City participoates the regional forums under Stormwater Outreach for Regional Municipalities (STORM), NPDES Permit coordinators, and Road Map.

### 2.3 Planned 2010 Compliance Activities

The City has positioned itself well to maintain compliance as Ecology phases in the future Permit requirements. Actions recommended for continued compliance are included in Table 2-1, which presents the work plan for the 2010 SWMP administration activities.

Table 2-1. 2010 Stormwater Management Program Administration Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
SWMP-1	Implement NPDES SWMP cost accounting strategy and tracking system. Train staff on new system.	Public Works, Finance		City maintains cost-tracking database.
SWMP-2	Implement NPDES training management structure and tracking system.	Public Works, IS	All	City maintains NPDES training database.
SWMP-3	Define and implement strategy/system for managing SOPs that are used among multiple departments.	Public Works, Finance	CAO	SOPs are maintained and implemented throughout all City departments.
SWMP-4	Summarize annual activities for "Stormwater Management Program" component of Annual Report; identify any updates to SWMP document.	Public Works, Finance	All	The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.
SWMP-5	Coordinate with other Permittees on stormwater-related policies, programs, and projects within adjacent or shared areas.	Public Works	All	Local jurisdictions meet quarterly to discuss stormwater-related policies and programs. Continue to follow STORM, APWA NPDES Permit coordinators, and Road Map forums. Monitor the Stormwater Work Group.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 3. PUBLIC EDUCATION AND OUTREACH

This section provides a description of the Permit requirements related to public education and outreach, including descriptions of the City's current and planned compliance activities for 2010.

### 3.1 Permit Requirements

The Permit (Section S5.C.1) requires the City to perform the following tasks:

- Prioritize and target E&O activities to specified audiences, including the general public, businesses, residents/homeowners, landscapers, property managers, engineers, contractors, developers, review staff and land use planners, and other City employees to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts.
- Measure the understanding and adoption of the targeted behaviors for at least one targeted audience in at least one subject area.
- Track and maintain records of public E&O activities.

### 3.2 Current Compliance Activities

The City currently contracts with the SCD to conduct numerous E&O activities that address stormwater management. Skagit County also assists the City with stormwater education and outreach through their On Site Sewage Program that informs citizens and business on septic system operation and maintenance. Skagit County and SCD's current activities and programs address the Permit requirements. These programs address the general public, residents/homeowners, developers, City staff, contractors, businesses, engineers, and schoolchildren. The City has also been using the City cable TV channel to broadcast information about Stormwater. The current compliance activities associated with the Permit include the following:

- 25 citizens completed the Watershed Masters Volunteer Training Program
- 11 citizens volunteered for the Skagit Stream Team (Kulshan and Trumpeter Creeks)
- 510 Storm Drains were labeled
- 525 Educational Door Hangers distributed
- 1 rain garden demonstration project was completed
- 50 citizens completed the Backyard Conservation Stewardship Short Course
- 550 teachers received educational materials on stormwater
- 100 students/youth participated in the Stormwater Savvy Scavenger hunt
- 1,000 brochures on Operation Clean & Green Car Wash Kits were distributed
- 7 citizens attended a workshop for boat repair and boatyards
- 7 car wash kits were purchased by SCD
- 295 individuals attended one of nine events hosted by SCD on Low Impact Development (LID)
- Over 1,000 additional education brochures were distributed

SCD tracks all of its E&O efforts and attendees to workshops in Excel databases and Word documents. Skagit County also documents all inspections and businesses visited in spreadsheets. These documents are submitted to the City annually. The City Information Services Department tracks the number of times videos and commercials are played relating to Stormwater.

The City is participating in the STORM group to help identify appropriate program evaluation techniques to measure improvements in stormwater quality from E&O efforts.

### 3.3 Planned 2010 Compliance Activities

The City has an existing stormwater public E&O program that meets the requirements of the Permit. The City will continue to partner with SCD in 2010 to carry on similar activities as those listed in section 3.2, with the addition of a pet waste campaign. Actions recommended for continued compliance are included in Table 3-1, which presents the work plan for the 2010 public education and outreach activities.

Table 3-1. 2010 Public Education and Outreach Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
EDUC-1	Coordinate with SCD, APWA, and other regional efforts to implement the E&O Plan.	Public Works	SCD	Ongoing
EDUC-2	Continue collaboration with other NPDES municipalities to identify appropriate program evaluation techniques.	Public Works	SCD and STORM	Ongoing
EDUC-3	Continue to Implement E&O strategy with SCD to supplement existing activities.	Public Works	SCD IS	Ongoing
EDUC-4	Continue developing the process to evaluate understanding and adoption of target behaviors.	Public Works	SCD and STORM	Ongoing
EDUC-5	Summarize annual activities for "Public Education and Outreach" component of Annual Report; identify any updates to SWMP document.	Public Works	SCD	The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 4. PUBLIC INVOLVEMENT

This section provides a description of the Permit requirements related to public involvement, including descriptions of the City's current and planned compliance activities for 2010.

### 4.1 Permit Requirements

The Permit (Section S5.C.2) requires the City to perform the following tasks:

- Provide ongoing opportunities for public involvement through advisory boards or commissions and watershed committees, and public participation in developing rate structures and budgets, stewardship programs, environmental actions, or other similar activities. The public must be able to participate in the decision-making processes, including development, implementation, and updates of the SWMP.
- Make the SWMP and Annual Compliance Report available to the public, including posting it on the City's Web site and in the newspaper. Make any other documents required to be submitted to Ecology in response to Permit conditions available to the public.

### 4.2 Current Compliance Activities

The City currently has activities and programs that address the Permit requirements. The current compliance activities associated with the Permit include the following:

- The City has defined a series of public involvement activities intended to meet the Permit requirements for public involvement in development of the 2010 SWMP documents. This process involves a presentation of the proposed SWMP elements at a public meeting of before the City Council Public Works Committee.
- The City posted the Draft SWMP on the City's Web site, made announcements on the City cable TV channel, and sent announcements in the newspaper and City's Web site for public comments prior to the public hearing.
- The City will make the 2010 Final SWMP and Annual Compliance Report available to the public on the City's Web site, at the public library, and in the Public Works Department main office building.
- The SCD presented an overview of the storm water program, including opportunities for public involvement at a City Council meeting in August 2009.

### 4.3 Planned 2010 Compliance Activities

The City has an existing stormwater public involvement program that meets the Permit requirements. Actions recommended for continued compliance are included in Table 4-1, which presents the work plan for the 2010 public involvement activities.

Table 4-1. 2010 Public Involvement Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
PI-1	Implement public involvement opportunities for annual SWMP update and reporting process.	Public Works		Complete by 3/31/2010.
PI-2	Make SWMP and Annual Compliance Report available to the public by posting it on the City Web site, public library, and in the Public Works Department building. Post announcements on Web site and in newspaper.	Public Works	IS	Complete by 3/31/2010.
PI-3	Summarize annual activities for the "Public Involvement and Participation" component of the Annual Report; identify any updates to the SWMP document.	Public Works	SCD	The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 5. ILLICIT DISCHARGE DETECTION AND ELIMINATION

This section provides a description of the Permit requirements related to IDDE, including descriptions of the City's current and planned compliance activities for 2010.

### 5.1 Permit Requirements

The Permit (Section S5.C.3) requires the City to perform the following tasks:

- Implement an ongoing program to detect and remove illicit discharges, connections, and improper disposal, including any spills into the municipal separate storm sewers owned or operated by the City. An illicit discharge means “any discharge to a municipal storm system that is not composed entirely of stormwater...” and illicit connection means “any manmade conveyance that is connected to a municipal storm system without a permit (excluding roof drains and other similar type connections) such as sanitary sewer connections, floor drains, etc.”
- Develop a storm sewer system map, enact ordinances that prohibit illicit discharges, and create a program to detect and address illicit discharges.
- Publicly list and publicize a hotline or other local telephone number for public reporting of spills and other illicit discharges. Track illicit discharge reports and actions taken in response through closeout, including enforcement actions.
- Train SWMP staff on proper IDDE response procedures and processes and municipal field staff to recognize and report illicit discharges.
- Summarize all illicit discharges and connections reported to the City and response actions taken, including enforcement actions, in the Annual Compliance Report; identify any updates to the SWMP.

### 5.2 Current Compliance Activities

The City currently has activities and programs that address the Permit requirements. The current compliance activities associated with the Permit include the following:

- The City maintains much of its storm sewer information system in an electronic format and has produced a draft storm sewer system map that is updated when more recent data becomes available.
- City codes were updated in 2009 to meet the requirements of the Permit.
- The City's Web site lists the public hotline to report illicit discharges and/or spills.
- The City records all phone calls received to the Public Works Department. The calls reporting illicit discharges are then distributed to the appropriate response authority. Follow-up actions are recorded in the same database.
- IDDE awareness training was given to municipal employees who are in the field.
- City has self-administered IDDE training for new employees.
- IDDE field investigation training was conducted for employees in charge of and performing IDDE investigations.

- The City summarizes all illicit discharges and connections, response actions taken, and enforcement actions in its Annual Compliance Reports.

### 5.3 Planned 2010 Compliance Activities

The City has an existing IDDE program, but will need to update the program to maintain compliance as Ecology phases in the Permit requirements. Actions recommended for continued compliance are included in Table 5-1, which presents the work plan for the 2010 IDDE activities.

Table 5-1. 2010 Illicit Discharge Detection and Elimination Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
IDDE-1	Revise current IDDE response process into a standard, citywide IDDE response and enforcement SOPs.	Public Works	CED	City maintains Spill Reporting Matrix for IDDE response process.
IDDE-2	Implement citywide IDDE Program.	Public Works		Ongoing.
IDDE-3	Continue updating storm system map to address data gaps and Permit conditions.	Public Works		Ongoing.
IDDE-4	Review and update codes as needed to address IDDE Permit requirements.	Public Works		Ordinance and code updates were adopted by Council in August 2009.
IDDE-5	Develop SOPs for minimizing pollutant releases from permitted non-stormwater discharges (e.g., fire hydrant system flushing, water line flushing, and dechlorinated swimming pools).	Public Works	CED	City adopted new codes and developed SOPs in August 2009
IDDE-6	Expand issue-tracking and resolution system to include enforcement actions and feedback from public E&O efforts.	Public Works	IS	Ongoing.
IDDE-7	Develop and implement field IDDE training. Coordinate with regional efforts.	Public Works		Two field trainings were held for City staff responsible for IDDE investigations.
IDDE-8	Develop and implement IDDE awareness training for all municipal staff in the field.	Public Works	IS	City has conducted three training sessions and maintains self-administered training for new employees.
IDDE-9	Publicize hotline for public reporting of spills and other illicit discharges. Create record-keeping system for all calls received and actions taken to report in annual report each year.	Public Works	CED	Ongoing.
IDDE-10	Summarize annual activities for "Illicit Discharge Detection and Elimination" component of Annual Report; identify any updates to SWMP.	Public Works		The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 6. CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT, AND CONSTRUCTION SITES

This section provides a description of the Permit requirements related to controlling runoff from new development, redevelopment, and construction sites, including descriptions of the City's current and planned compliance activities for 2010. The modifications made by Ecology in June 2009 to the Permit included delaying the deadlines for several of the activities under this requirement.

### 6.1 Permit Requirements

The Permit (Section S5.C.4) requires the City to perform the following tasks:

- Develop, implement, and enforce a program to reduce pollutants in stormwater runoff (i.e., illicit discharges) to the MS4 from new development, redevelopment, and construction site activities. The program must apply to both private and public projects, including roads, and address all construction/development-associated pollutant sources.
- Adopt regulations (codes and standards) and implement plan review, inspection, and escalating enforcement SOPs necessary to implement the program in accordance with Permit conditions, including the minimum technical requirements in Appendix 1 of the Permit.
- Provide provisions (plan review, inspection, and enforcement) and SOPs to allow nonstructural preventive actions and source reduction approaches such as LID techniques, measures to minimize the creation of impervious surfaces, and measures to minimize the disturbance of native soils and vegetation.
- Adopt regulations (codes and standards) and provide provisions to verify adequate long-term operations and maintenance of new post-construction permanent stormwater facilities and BMPs in accordance with Permit conditions, including an annual inspection frequency and/or approved alternative inspection frequency and maintenance standards for private drainage systems as protective as those in Chapter IV of the 2005 Ecology *Stormwater Management Manual for Western Washington*.
- Provide copies of the Notice of Intent (NOI) for construction or industrial activities to representatives of the proposed new development and redevelopment.
- Provide training to staff on the new codes, standards, and SOPs, and create public E&O materials.
- Develop and define a process to record and maintain all inspections and enforcement actions by staff for inclusion in the Annual Compliance Report.
- Summarize annual activities for the "Controlling Runoff" component of the Annual Compliance Report; identify any updates to the SWMP.

### 6.2 Current Compliance Activities

The City currently has activities and programs that address the Permit requirements. The current compliance activities associated with the Permit include the following:

- The City has developed and implemented SOPs to reduce pollutants in stormwater runoff from new development, redevelopment, and construction site activities. The City enforces this program through the

Municipal Code. The City currently addresses the minimum requirements, technical thresholds, and definitions requirements of the Permit and has adopted a new code effective February 2010.

- The City has existing programs, codes, standards, SOPs, and data management systems (City View and Dockstar) addressing many of the Permit requirements. The plan review, inspection, and enforcement SOPs will be refined and updated.
- While the City uses the 2005 Ecology manual for water quality requirements, the City has updated codes, standards, and a Comprehensive Plan to adopt the 2005 Ecology manual for flow control and construction requirements. These codes are effective February 2010.
- The City Code has provisions to allow for LID in the Critical Areas Ordinance.
- The City completes the required inspections, including development sites prior to construction, future City infrastructure sites during construction, and future City infrastructure sites post-construction.
- The City records and maintains inspections results in log books.
- The City inspects new flow control and water quality treatment facilities at the required times and frequency.
- NOI forms are available at the customer service desk.
- The City will summarize all associated runoff control activities in its Annual Compliance Report submitted annually on March 31<sup>st</sup>.

### 6.3 Planned 2010 Compliance Activities

The City has a program to help reduce stormwater runoff from new development and construction sites, but updates will be necessary to maintain compliance as Ecology phases in Permit requirements. Table 6-1 presents the work plan for 2010 SWMP activities related to runoff control for new development, redevelopment, and construction sites.

Table 6-1. 2010 Controlling Runoff from New Development, Redevelopment, & Construction Sites Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
CTRL-1	Select new Stormwater Manual and implement new Stormwater Manual, codes, standards, and SOPs.	Public Works	CED	Adopted new codes that were effective February 2010.
CTRL-2	Create SOPs defining the City's stormwater permitting, plan review, inspection, enforcement, and record-keeping processes.	Public Works, CED	CAO	Manual process, procedures, code updates, and training completed February 2010.
CTRL-3	Implement stormwater permitting, plan review, inspection, and enforcement SOPs (including enhanced inspection/enforcement documentation in Permits Plus).	CED	Public Works	Ongoing.
CTRL-4	Conduct staff training and public E&O on implementing new Stormwater Manual and new Permit requirements.	Public Works	SCD	Ongoing.
CTRL-5	Create and implement SOP for long-term stormwater system operation and maintenance verification.	Public Works	CED	Ongoing.
CTRL-6	Summarize annual activities for "Controlling Runoff from New Development, Redevelopment, and Construction Sites" component of Annual Report; identify any updates to SWMP.	Public Works	CED	The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 7. POLLUTION PREVENTION AND OPERATION AND MAINTENANCE FOR MUNICIPAL OPERATIONS

This section provides a description of the Permit requirements related to pollution prevention and O&M for municipal operations, including descriptions of the City's current and planned compliance activities for 2010.

### 7.1 Permit Requirements

The Permit (Section S5.C.5) requires the City to perform the following tasks:

- Develop and implement an O&M program, with the ultimate goal of preventing or reducing pollutant runoff from MS4 and municipal O&M activities.
- Establish maintenance standards for the MS4 that are at least as protective as those specified in the 2005 *Stormwater Management Manual for Western Washington*.
- Perform required inspection frequency of stormwater flow control and treatment facilities and catch basins, unless previous inspection data show that a reduced frequency is justified.
- Have SOPs in place to reduce stormwater impacts associated with runoff from municipal O&M activities, including but not limited to streets, parking lots, roads, or highways owned or maintained by the City, and to reduce pollutants in discharges from all lands owned or maintained by the City.
- Train staff to implement the modified SOPs and document that training.
- Prepare stormwater pollution prevention plans (SWPPPs) for all heavy equipment maintenance or storage yards identified for year-round facilities or yards, and material storage facilities owned or operated by the City.
- Summarize annual activities for the "Pollution Prevention and Operations and Maintenance for Municipal Operations" component of the Annual Compliance Report; identify any updates to the SWMP.

### 7.2 Current Compliance Activities

The City currently has activities and programs that address the Permit requirements. The current compliance activities associated with the above Permit requirements include the following:

- The City operates an O&M program, with the ultimate goal of preventing or reducing pollutant runoff from municipal operations.
- The City is currently on track to comply with required municipal stormwater facility inspection frequencies. The City also conducts spot checks of potentially damaged treatment and control facilities. Most inspections are recorded in inspection logs.
- The City conducts numerous activities to reduce stormwater impacts associated with runoff from municipal O&M activities, including but not limited to streets, parking lots, and roads owned or maintained by the City. Some of the activities include street sweeping, ditch maintenance, dust control, and pond maintenance.
- Sewer and drainage crews receive training from the Washington Wastewater Collection Personnel Association (WWCBA) biennially.

- The City has developed a SWPPP for the maintenance yard.
- City staff from the Public Works Department, Roads Department, and Parks Department has received training on pollution prevention.
- The City has adopted administrative operating policies and procedures in the form of an Integrated Pest Management Plan (IPM) and a Property and Facility Management Plan for Pollution Reduction in accordance with Section S5.C4.g. of the Permit.
- The City will summarize all associated activities in its Annual Compliance Report on March 31, 2010. All subsequent Annual Compliance Reports will also include SWMP updates.

### 7.3 Planned 2010 Compliance Activities

The City conducts many of the Permit-required activities to limit stormwater pollution potential related to its O&M program. However, updates will be necessary to maintain compliance as Ecology phases in additional Permit requirements. Table 7-1 presents the work plan for 2010 SWMP activities related to pollution prevention and O&M activities.

Table 7-1. 2010 Pollution Prevention and Operations Maintenance Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
PPOM-1	Maintain records of inspections and maintenance or repair activities conducted. Designate responsibilities for maintaining records.	Public Works		Ongoing.
PPOM-2	Adopt Ecology 2005 maintenance standards for City-performed maintenance activities.	CAO	Public Works	Codes adopted and manual effective February 2010.
PPOM-3	Establish annual inspection program for City-owned or operated stormwater catch basins and flow control and runoff treatment facilities.	Public Works		Ongoing.
PPOM-4	Develop and establish policies and procedures for O&M activities to reduce pollutants in stormwater discharges from lands owned or maintained by the City.	Public Works	Parks and Recreation, Facilities, CED	Ongoing.
PPOM-5	Summarize annual activities for "Pollution Prevention and Operation and Maintenance" component of Annual Report; identify any updates to SWPPP.	Public Works		The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.

# CITY OF MOUNT VERNON 2010 STORMWATER MANAGEMENT PROGRAM

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## 8. MONITORING

This section provides a description of the Permit requirements related to water quality monitoring, including descriptions of the City's current and planned compliance activities for 2010.

### 8.1 Permit Requirements

The Permit (Section S8) does not require municipalities to conduct water quality sampling or other testing during this Permit cycle, with the following exceptions:

- Sampling or testing required for characterizing illicit discharges pursuant to the SWMP's IDDE conditions.
- Water quality monitoring required for compliance with TMDL conditions (water quality cleanup plans). Mount Vernon is currently not required to conduct TMDL monitoring as part of this Permit because Ecology has not yet developed TMDLs for those water bodies within the Mount Vernon city limits.
- Preparing a future comprehensive, long-term water quality monitoring plan including two components: (1) stormwater monitoring and (2) targeted SWMP effectiveness monitoring.
- By the fourth Annual Compliance Report (March 31, 2011), Mount Vernon is required to identify two outfalls where permanent stormwater sampling stations can be installed and operated for future monitoring. The City is also required to develop plans to monitor stormwater, sediment, and receiving water for physical, chemical, and/or biological characteristics. One outfall must represent high-density residential land use and the other represent commercial land use.
- To monitor SWMP effectiveness, the City will need to identify two suitable SWMP questions and sites where targeted SWMP effectiveness monitoring can be conducted and develop a monitoring plan for these questions and sites. The proposed effectiveness monitoring is required to answer the following types of questions:
  - How effective is a specific targeted action or a narrow suite of actions?
  - Is the SWMP achieving a targeted environmental outcome?

In addition, the City is required to provide the following monitoring and/or assessment data in each annual report:

- A description of any stormwater monitoring or studies conducted by the City during the reporting period. If stormwater monitoring was conducted on behalf of the City, or if studies or investigations conducted by other entities were reported to the City, a brief description of the type of information gathered or received shall be included in the annual report.
- An assessment of the appropriateness of the BMPs identified by the City for each component of the SWMP; and any changes made, or anticipated to be made, to the BMPs that were previously selected to implement the SWMP and why.

## 8.2 Current Compliance Activities

Beyond the activities associated with implementing the City Stormwater Pollution Prevention Plan and performing Illicit Discharge Detection and Elimination field investigations, the City currently does not conduct any water quality monitoring intended to facilitate stormwater management decisions, evaluate or assist in pollutant spill response, or otherwise investigate stormwater quality. The SCD conducts monthly water quality sampling on Kulshan and Trumpeter Creeks as part of its Citizen Volunteer Water Quality Monitoring Program.

The City developed a map of the significant municipal stormwater outfalls, but has not yet developed a comprehensive water quality monitoring plan to implement future Permit water quality monitoring requirements.

## 8.3 Planned 2010 Compliance Activities

The City will need to create a Water Quality Monitoring Program to maintain compliance as Ecology phases in current and future Permit requirements. The requirements for comprehensive, long-term monitoring do not come into effect until the next Permit cycle but the City will begin planning for these requirements in 2011. In 2010, the City will develop a plan to monitor two outfall locations. Table 8-1 presents the work plan for 2010 SWMP monitoring activities.

Table 8-1. 2010 Monitoring Work Plan				
Task ID	Task Description	Lead	Support	Compliance Timeframe
MNTR-1	Report potential violations of water quality standards per Permit S4F requirements. Educate department staff on obligations under S4F of Permit's Compliance with Standards section.	Public Works	CED	Ongoing.
MNTR-2	Participate in regional and state monitoring forums and future legislative actions in order to influence development of feasible and effective alternative future monitoring requirements.	Public Works	Stormwater Work Group	Ongoing.
MNTR-3	Preparing future comprehensive, long-term water quality monitoring plan including two components: (1) stormwater monitoring and (2) targeted SWMP effectiveness monitoring.	Public Works	Road Map, Stormwater Work Group	Begin planning and writing in 2011.
MNTR-4	Identify two outfalls where permanent stormwater sampling stations can be installed and operated for future monitoring.	Public Works		During 2010.
MNTR-5	Summarize annual monitoring activities for the Annual Report conducted by any other entities; identify SWMP updates.	Public Works		The SWMP and Annual Compliance Report submittal is due on or before March 31 <sup>st</sup> of each year.

Abbreviations and Definitions from Permit



The following definitions and abbreviations are taken directly from the Phase II Permit and are reproduced here for the reader's convenience.

**AKART** means all known, available, and reasonable methods of prevention, control and treatment. **All known, available and reasonable methods of prevention, control, and treatment** refers to the State Water Pollution Control Act, Chapter 90.48.010 and 90.48.520 RCW.

**APWA** is the American Public Works Association.

**Basin plan** is a surface water management process consisting of three parts: a scientific study of the basin's drainage features and their quality; developing actions and recommendations for resolving any deficiencies discovered during the study; and implementing the recommendations, followed by monitoring.

**Best management practices (BMPs)** are the schedules of activities, prohibitions of practices, maintenance procedures, and structural and/or managerial practices approved by the Department that, when used singly or in combination, prevent or reduce the release of pollutants and other adverse impacts to waters of Washington State.

**BMP** means best management practice.

**CAO** means the City Attorney's Office.

**CED** means the Community and Economic Development Department.

**CFR** means Code of Federal Regulations.

**Component** or **Program component** means an element of the SWMP listed in S5 SWMP for Cities, Towns, and Counties or S6 SWMP for Secondary Permittees of this Permit.

**CWA** means Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95-217, Pub. L. 95-576, Pub. L. (6-483 and Pub. L. 97-117, 33 U.S.C. 1251 et seq.)

**Discharge** for the purpose of this permit means, unless indicated otherwise, any discharge from an MS4 owned or operated by the Permittee.

**Ecology's Western Washington Phase I Municipal Stormwater Permit** regulates discharges from municipal separate storm sewers owned or operated by Clark, King, Pierce and Snohomish Counties, and the cities of Seattle and Tacoma.

**Ecology's Western Washington Phase II Municipal Stormwater Permit** covers certain "small" MS4s.

**Entity** means another governmental body, or public or private organization, such as another Permittee, a conservation district, or volunteer organization.

**EPA** means the U.S. Environmental Protection Agency.

**Equivalent document** means a technical stormwater management manual developed by a state agency, local government, or other entity that includes the Minimum Technical Requirements in Appendix 1 of this Permit. The Department may conditionally approve manuals that do not include the Minimum Technical Requirements in Appendix 1; in general, the BMPs included in those documents may be applied at new development and redevelopment sites, but the Minimum Technical Requirements in Appendix 1 must still be met.

**Heavy equipment maintenance or storage yard** means an uncovered area where any heavy equipment, such as mowing equipment, excavators, dump trucks, backhoes, or bulldozers are washed or maintained, or where at least five pieces of heavy equipment are stored.

**Illicit connection** means any manmade conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections. Examples include sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the MS4.

**Illicit discharge** means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to an NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities.

**IDDE** means illicit discharge detection and elimination.

**IS** means the Information Services department.

**Low impact development (LID)** means a stormwater management and land development strategy applied at the parcel and subdivision scale that emphasizes conservation and use of on-site natural features integrated with engineered, small-scale hydrologic controls to more closely mimic pre-development hydrologic functions.

**Major municipal separate storm sewer outfall** means a municipal separate storm sewer outfall from a single pipe with an inside diameter of 36 inches or more, or its equivalent (discharge from a single conveyance other than circular pipe which is associated with a drainage area of more than 50 acres); or for municipal separate storm sewers that receive stormwater from lands zoned for industrial activity (based on comprehensive zoning plans or the equivalent), an outfall that discharges from a single pipe with an inside diameter of 12 inches or more or from its equivalent (discharge from other than a circular pipe associated with a drainage area of 12 acres or more).

\*Note: The IDDE program requires mapping of outfalls that are 24 inches or greater in diameter.

**Material storage facilities** means an uncovered area where bulk materials (liquid, solid, granular, etc.) are stored in piles, barrels, tanks, bins, crates, or other means.

**Maximum extent practicable (MEP)** refers to paragraph 402(p)(3)(B)(iii) of the federal Clean Water Act which reads as follows: Permits for discharges from municipal storm sewers shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques, and system, design, and engineering methods, and other such provisions as the Administrator or the State determines appropriate for the control of such pollutants.

**MEP** means maximum extent practicable.

**MS4**: see **Municipal separate storm sewer system**.

**MTRs** means minimum technical requirements.

**Municipal separate storm sewer system (MS4)** means a conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

(i) owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or

similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States;

(ii) designed or used for collecting or conveying stormwater;

(iii) which is not a combined sewer; and

(iv) which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

**National Pollutant Discharge Elimination System (NPDES)** means the national program for issuing, modifying, revoking, and reissuing, terminating, monitoring, and enforcing permits, and imposing and enforcing pretreatment requirements, under Sections 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the state from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington Department of Ecology.

**Notice of Intent (NOI)** means the application for, or a request for coverage under, this General Permit pursuant to WAC 173-226-200.

**Outfall** means point source as defined by 40 CFR 122.2 at the point where a municipal separate storm sewer discharges to waters of the State and does not include open conveyances connecting two MS4s, or pipes, tunnels, or other conveyances which connect segments of the same stream or other waters of the State and are used to convey waters of the State.

**O&E** means outreach and education.

**O&M** means operations and maintenance.

**Permittee:** Unless otherwise noted, the term “Permittee” includes Permittee, Co-Permittee, and Secondary Permittee, as defined below:

(i) A “Permittee” is a city, town, or county owning or operating a regulated small MS4 applying and receiving a permit as a single entity.

(ii) A “Co-Permittee” is any operator of a regulated small MS4 that is applying jointly with another applicant for coverage under this Permit. Co-Permittees own or operate a regulated small MS4 located within or adjacent to another regulated small MS4.

(iii) A “Secondary Permittee” is an operator of regulated small MS4 that is not a city, town, or county.

**RCW** means the Revised Code of Washington.

**SCD** means the Skagit Conservation District.

**Small municipal separate storm sewer system** or **small MS4** is a conveyance or system of conveyances for municipalities having populations of less than 100,000 according to the 1990 U.S. census. Such systems include road drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, and/or storm drains that are:

a. Owned or operated by a city, town, county, district, association or other public body created pursuant to State law having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer districts, flood control districts or drainage districts, or similar entity.

b. Designed or used for collecting or conveying stormwater.

c. Not a combined sewer system,

- d. Not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.
- e. Not defined as “large” or “medium” pursuant to 40 CFR 122.26(b)(4) & (7) or designated under 40 CFR 122.26 (a)(1)(v).

Small MS4s include systems similar to separate storm sewer systems in municipalities such as universities, large publicly owned hospitals, prison complexes, and highways and other thoroughfares. Storm sewer systems in very discrete areas such as individual buildings do not require coverage under this Permit.

Small MS4s do *not* include storm drain systems operated by non-governmental entities such as: individual buildings, private schools, private colleges, private universities, and industrial and commercial entities.

**SOPs**, or standard operating procedures, are the best practice approach to executing tasks or activities. In this document, they primarily pertain to the activities that will be implemented to protect stormwater quality.

**Stormwater** means runoff during and following precipitation and snowmelt events, including surface runoff and drainage.

**Stormwater associated with industrial and construction activity** means the discharge from any conveyance which is used for collecting and conveying stormwater, which is directly related to manufacturing, processing or raw materials storage areas at an industrial plant, or associated with clearing grading and/or excavation, and is required to have an NPDES permit in accordance with 40 CFR 122.26.

**Stormwater Management Manual for Western Washington** means the five-volume technical manual (Publication Nos. 99-11 through 15 for the 2001 version and Publication Nos. 05-10-029-033 for the 2005 version [the 2005 version replaces the 2001 version]) prepared by Ecology for use by local governments that contains BMPs to prevent, control, or treat pollution in stormwater.

**Stormwater Management Program (SWMP)** means a set of actions and activities designed to reduce the discharge of pollutants from the regulated small MS4 to the maximum extent practicable and to protect water quality, and comprising the components listed in S5 or S6 of this Permit and any additional actions necessary to meet the requirements of applicable.

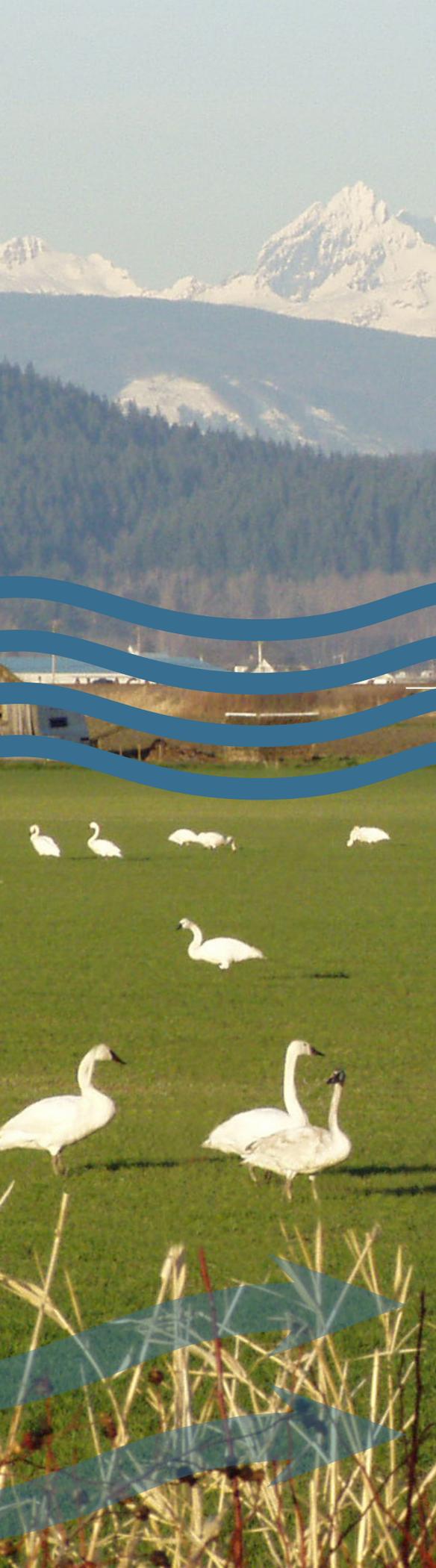
**Stormwater pollution prevention plan (SWPPP)** means a document that describes measures a municipality takes to prevent or mitigate stormwater pollution.

**Total maximum daily load (TMDL)** means a regulatory term in the U.S. Clean Water Act (CWA), describing a value of the maximum amount of a pollutant, or total maximum daily load.

**WAC** means the Washington Administrative Code.

**WWCBA** means the Washington Wastewater Collection Personnel Association.





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# SKAGIT CONSERVATION DISTRICT STORM WATER EDUCATION PROGRAM 2009 REPORT



**Prepared by: Kristi Carpenter**  
**For:**  
**City of Mount Vernon**  
**City of Burlington**  
**City of Sedro-Woolley**  
**Skagit County**

## **Storm Water Education Program Summary**

This progress report summarizes the storm water public education and outreach and the public participation and involvement activities that were completed by the Skagit Conservation District over the period January 1, 2009 through December 31, 2009. The primary purpose of the Skagit Conservation District's Storm Water Education Program is to assist local jurisdictions with compliance efforts for the "Public Education and Outreach" and the "Public Participation and Involvement" requirements of the NPDES storm water permit by facilitating greater public awareness of the sensitivity of local surface waters, their beneficial uses, the detrimental effects of polluted storm water and illicit discharges, and measures that can be taken to reduce storm water pollution.

**Skagit MS4 Partners:** The Skagit Conservation District's Storm Water Education Program is a local partnership formed to develop and implement a comprehensive water resource education, outreach, and public involvement program. The Skagit Conservation District has formed partnerships with the City of Mount Vernon, City of Burlington, City of Sedro-Woolley, and Skagit County. With the exception of the Skagit Conservation District, all partners are MS4 communities required to prepare Storm Water Pollution Prevention Plans (SWPPP) in accordance with Phase II of the Clean Water Act. The purpose of the partnership is to work together cooperatively and share a common message, avoid duplication of efforts (which in turn will save money and resources), utilize existing programs when possible and to share resources.

**Program Funding:** In 2008 the Skagit Conservation District applied for, and received grant funding through the WA Dept. of Ecology's Storm Water Grants Program. The scope of work outlined in the Storm Water Education Grant has guided the components of the Storm Water Education Program since the grant was received in 2008 and will continue through July 2011. The grant is also supported by partnering municipalities through direct and in kind matching funds.

The Skagit Conservation District received additional grant funding in 2009 in support of the Storm Water Education program from the Skagit Marine Resources Committee and the Northwest Straits Commission to develop and kick off the "Operation Clean and Green Program." This included the purchase of 7 Suds Safe Car Wash kits, which were distributed to local NPDES jurisdictions, and publishing accompanying educational materials (more details in report).

## **2009 Activities**

### **1. PUBLIC PARTICIPATION AND INVOLVEMENT**

#### **Public Meetings/Steering Committee**

- Staff provided a presentation at the August 12<sup>th</sup>, 2009 Mount Vernon City Council public meeting, which included an overview of the storm water program, including opportunities for public involvement. An overview of the public education & outreach and public participation & involvement activities planned and/or completed were reviewed. Twenty-five people were in attendance. The session was also televised.
- Staff provided a storm water education presentation in partnership with the City of Burlington on May 5, 2009. Thirty-five people were in attendance.

### Watershed Masters Volunteer Training Program

- The Watershed Masters Volunteer Training program was conducted September 29<sup>th</sup> through November 17<sup>th</sup>, 2009 (8-week training) with 25 individuals completing the training.
- 229 volunteer hours were conducted by the 2009 Watershed Master graduates between November 17, 2009 and December 31, 2009.
- 1,754 hours reported overall from Watershed Master participants in 2009.
- Program evaluation forms were completed by program participants and included a survey of behavior changes of participants based on information received in class.

### Skagit Stream Team

- 11 Stream Team volunteers for Kulshan Creek and Trumpeter Basin for 2009/10 season.
- 6 Stream Team volunteers for Brickyard Creek for 2009/10 sampling season.
- 4 Stream Team volunteers for Gages Slough for 2009/10 sampling season.
- Other streams monitored by Stream Team volunteers 2009/10 include Joe Leary Slough (7 volunteers); Bayview (5 volunteers); Samish (14 volunteers); Nookachamps (6 volunteers); No Name Slough (6 volunteers); and Fisher Creek (9 volunteers). In addition, 6 volunteers are monitoring during rain events in the Samish watershed (Storm Team).
- 64 Stream Team volunteers were recognized at the Annual Year-End Stream Team Celebration, which was held on June 6, 2009.
- Annual Stream Team training was held Sept. 8<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup>.
- Data is being entered on excel spreadsheet. Annual report in progress.

### Storm Drain Labeling Program

- 510 storm markers installed in Mount Vernon; 525 educational door knob hangars distributed.
- 275 storm markers installed in Burlington; 300 educational door knob hangars distributed.
- 272 storm markers installed in Sedro-Woolley; 300 door knob hangars distributed.
- New storm markers with the new “Puget Sound Starts Here” logo were purchased for Mount Vernon, Sedro-Woolley, and Burlington.
- The Storm Drain labeling program was promoted through both editions of the Skagit Conservation News and approximately 75 promotional fliers were distributed at local events.

### Skagit County Rain Garden Project

- 1 rain garden demonstration project was completed in partnership with Skagit County. The rain garden is located at the County Administration Building at 1800 Continental, in Mount Vernon. Planting of the rain garden was supported by volunteers from the Skagit Valley Backyard Wildlife Habitat Team and the Watershed Masters.

## **2. PUBLIC EDUCATION AND OUTREACH**

### Backyard Conservation Stewardship Program

- 50 individuals completed the 2009 Backyard Conservation Stewardship Short Course, which was held March 18<sup>th</sup> through April 22<sup>nd</sup>, 2009 (6 week class).
- Program evaluation forms were completed by class participants and included a survey of behavior changes of participants based on what they learned in class.
- Certified backyard wildlife habitats in the greater Mount Vernon area over the last 2 years: 176 residents; 5 businesses; 8 schools; 1 community garden; 10 parks; 2 churches.
- A “Wildlife Habitat Garden Tour” was held on June 27<sup>th</sup> in partnership with the Skagit Valley Backyard Wildlife Habitat Team. The 11 gardens that were on the tour featured local residential homes that demonstrate how individuals have incorporated sustainable gardening practices, reduced the use of chemicals on their lawns/plants, reduced the size of their lawn, incorporated native plants in their landscape, and provide food, water and shelter for wildlife for wildlife. Some had unique features, like a circulating pond, which is fed from runoff from their roof. 52 individuals participated on the tour.
- A workshop highlighting backyard practices to reduce stormwater impacts was held on April 7<sup>th</sup> in partnership with the Skagit Valley Backyard Wildlife Habitat Team with 35 individuals attending. The event was held at the Padilla Bay Research Reserve.

### Resource Materials/Education for Local Schools

- Educational packets materials were prepared and distributed to 550 local teachers. The packets include information on storm water, a list of videos and other supplemental educational materials available for teachers through the Skagit Conservation District, and promote available presentations (including the enviroscape model).
- 11 Storm water education presentations, using the enviroscape watershed model, were conducted at 11 Burlington/Edison and Sedro-Woolley schools – 294 kids.
- 3 storm water education presentations, using the enviroscape watershed model, were conducted at 3 Mount Vernon Schools – 40 kids.
- A ‘storm water savvy’ scavenger hunt was conducted at Washington Elementary School (Mount Vernon) at their annual Science Fair, which was held on May 20, 2009 and at the Skagit Watershed Letterbox Quest celebration, which was held on Nov. 12, 2009 at the Skagit PUD - 100 students/youth participated.

### CSMP Logo/Theme/Poster Contest for Youth

- This program completed with City of Mount Vernon in 2008.
- 70 entries in the Sedro-Woolley & Burlington-Edison “Stormwater Awareness Poster Contest.”
- Winning entries (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> & Honorable Mentions) from both jurisdictions were printed on “Stormwater Awareness” bookmarks and 500 distributed to local library. The back of the bookmark included educational tips for residents to reduce stormwater pollution impacts at home.

- Participating students and their families were introduced at City of Burlington and City of Sedro-Woolley City Council meetings and the winning posters were presented.
- Winning posters from each jurisdiction were framed and displayed at the City halls.
- The poster contest winners were featured in the local newspaper and in the Summer 2009 publication of the Skagit Conservation District's Skagit News.

#### Stormwater Educational Brochures and Fact Sheets.

- An educational brochure was designed and published to promote the "Operation Clean & Green Car Wash Kits." 1,000 were printed. These brochures were distributed to the City of Mount Vernon, City of Sedro-Woolley, City of Burlington, City of Anacortes, and Skagit County to distribute to the community and to groups who borrow the car wash kits when conducting a community car wash. Funding for this project was received by the Skagit Conservation District from a grant provided by the Skagit Marine Resource Committee & the NW Straits Commission.
- A series of tip sheets and a pet waste poster are currently in progress.

#### Stormwater Education Program for Local Business

- A storm water management workshop for boat repair and boatyards was held on March 6<sup>th</sup>, 2009 with 7 attendees. The event was hosted by SCEA, RESources & the WA Dept. of Ecology (SCD staff served on the Board of Directors for SCEA). The event was promoted county-wide with relevant businesses.
- A storm water management workshop for the construction industry was held on March 27<sup>th</sup> with 25 attendees. The event was hosted by SCEA, RESources & the WA Dept. of Ecology. The event was promoted county-wide.

#### Clean and Green Car Wash Kits

This project was funded with grants received by the Skagit Conservation District from the Skagit Marine Resources Committee, NW Straits Commission, and the WA Dept. of Ecology.

- 7 Suds Safe Car Wash Kits were purchased and distributed to: City of Burlington; City of Sedro-Woolley; City of Mount Vernon; Skagit County Public Works; City of Mount Vernon Fire Department; and Skagit Conservation District.
- 7 Sandwich Boards were designed for use by fundraising groups to advertise their event and promote the Suds Safe Car Wash kit program (photo attached).
- 7 sets of DryErase markers (one per sandwich board) and 7 Mr. Clean erasers were purchased (groups can promote their organization on the provided sandwich board).
- 7 tote boxes for fundraising groups to carry to car wash location, filled equally with a share of the following for giving to car wash clients: 5,000 "Think Clean and Green" biodegradable litter bags, and 5,000 brochures to promote the "Clean and Green" concept.
- 1,000 program mailers were produced to inform schools, churches, and youth groups, etc. of the Car Wash Kit program. Nearly 50 were mailed. Multiple

- copies of the mailers were also provided to all of the 7 kit holders for further promotion. Volunteers posted approximately 50 on community message boards.
- A seven minute information DVD on where to get a kit, why a group should use one, how to set it up, and the other materials included with the kit was produced by the Skagit County Media department. The video is being used throughout Puget Sound and is included on several websites including the WA Dept. of Ecology's.

#### Storm Water/Low Impact Development Presentations

- In 2009 staff provided a power point presentation on storm water and an introduction to low impact development at nine events, representing approximately 295 people.

#### Educational Displays

- Staff hosted educational displays, providing information on storm water and low impact development at numerous community events, including the Upper Skagit Bald Eagle Festival, Storming the Sound, Samish TMDL Public Meetings, Living Green Expo at the Burlington Mall, Washington Elementary School Science Fair, Family Festival of Farms, Samish Bay Bivalve Bash and Mud Run, Skagit Letterbox Celebration, etc. One-on-one contact with

#### Educational Materials Distributed

- 287 Rain Garden Manuals distributed.
- 432 "Discover Stormwater" educational booklets distributed.
- 32 Pesticide Free Zone pledges received.
- 50 "Turning the Tide on Toxics" publications distributed.
- 225 Natural Yard Care Booklets distributed.
- 225 LID educational pamphlets distributed (Puget Sound Action Team publication)
- 80 SCD Best Management Practices for Skagit Livestock Owners distributed.
- 75 On-Site Septic System maintenance informational packets distributed.
- 25 "Poisoned Waters" discussion guides distributed.

#### Other

- Staff is participating on the Skagit EcoNet committee. The local group of educators was initially formed under the guidance of the Puget Sound Partnership, with SCEA now serving as the local lead. Promoting storm water education is a priority focus of the EcoNet groups, which have been formed in communities throughout Puget Sound.
- Staff attended quarterly meetings with our local NPDES partners.
- Staff published several storm water related articles for the two 2009 publications of the Skagit Conservation News. Topics included: Storm Drian labeling projects, rain gardens, stormwater awareness poster contest winners, an article on the enviroscape model and SCD storm water presentations for local school children, car wash kit information, pet waste information, car washing tips, an

article about the Puget Sound Partnerships' "Puget Sound Starts Here" campaign, and more. Distribution: 4,800

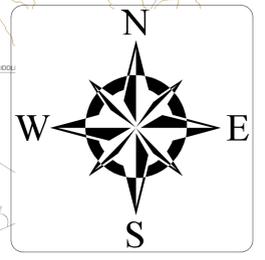
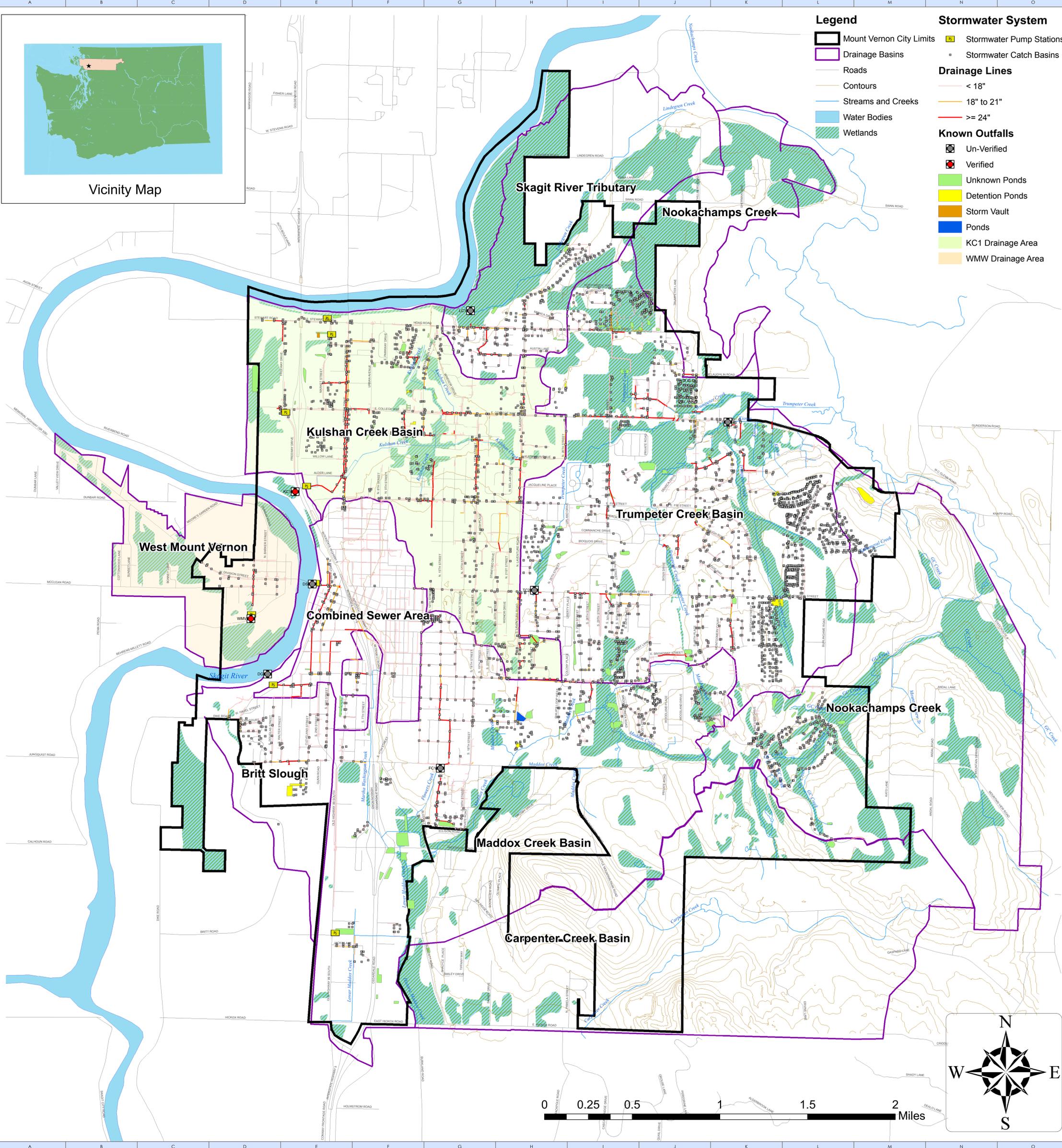
### **ACTIVITIES PLANNED FOR 2010**

- Educational public meetings on storm water planned for Big Lake and Burlington Hill areas in partnership with Skagit County.
- Watershed Masters program will continue – staff will continue to provide support to Watershed Masters in completing their 40 hour volunteer requirements and the annual training will be held in the fall of 2010.
- Skagit Stream Team program will continue with the annual training scheduled for Sept. 7<sup>th</sup>, 9<sup>th</sup>, and 11<sup>th</sup>, 2010.
- Storm drain labeling will continue in all jurisdictions.
- A minimum of 4 educational brochures/tip sheets will be published.
- A pet waste poster will be published and distributed.
- 2 LID demonstration sites to be established by June 30, 2011 – currently working with the City of Burlington on a rain garden design for the new RR park.
- A minimum of two local workshops focused on LID and stormwater will be held in 2010.
- A minimum of two local workshops targeting urban residents will be held in 2010.
- Staff will continue to provide support to the Skagit Valley Backyard Wildlife Habitat Team volunteers – it is anticipated that the community will have met all the requirements to receive national recognition as a "Wildlife Habitat Community" by June 2010 – a celebration is tentatively planned for August 14, 2010.
- Informational packets highlighting stormwater and water quality education will once again be distributed to local schools.
- Staff will continue to provide presentations on storm water education to local school groups.
- The SCD website will be updated to include relevant storm water and LID information.
- News articles highlighting storm water education, LID practices, and volunteer opportunities will be included in each of the Skagit Conservation District's newsletters.
- Staff will continue to provide presentations to local groups on storm water and LID as requested.
- Staff will work with local NPDES partners to begin planning priorities beyond the scope of the Storm Water Education grant and begin pursuing additional funding.
- Stream Team data will be reviewed and will be used to target priority neighborhoods for follow-up education.
- All projects will be tracked, evaluation surveys conducted when appropriate, and reporting will continue.



Vicinity Map

- Legend**
- Mount Vernon City Limits
  - Drainage Basins
  - Roads
  - Contours
  - Streams and Creeks
  - Water Bodies
  - Wetlands
- Stormwater System**
- Stormwater Pump Stations
  - Stormwater Catch Basins
- Drainage Lines**
- < 18"
  - 18" to 21"
  - >= 24"
- Known Outfalls**
- Un-Verified
  - Verified
  - Unknown Ponds
  - Detention Ponds
  - Storm Vault
  - Ponds
  - KC1 Drainage Area
  - WMW Drainage Area



# CITY OF MOUNT VERNON DRAFT STORM SEWER MAP 2007

The information included on this map has been compiled by City of Mount Vernon staff from a variety of sources. The City of Mount Vernon makes no representations or warranties, expressed or implied, as to the accuracy, completeness, timeliness, or rights to the use of such information. The City of Mount Vernon shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained in this map.

Drawn by:  
**BROWN & CALDWELL**

City of Mount Vernon  
910 Cleveland Avenue  
Mount Vernon, WA 98273  
Phone: (360)-336-6214  
Website: [www.ci.mount-vernon.wa.us](http://www.ci.mount-vernon.wa.us)

Wednesday, June 07, 2007 3:13:07 PM  
P:\132483 Nookachamps Phase 2005 Flooding\003\_4 Roadway Flooding\gis\projects\wvwmap\_suffin100.mxd

Service #  Problem

Call Date   Priority  Call Duration   
Taken By  Responsibility  # of Calls   
Source  Project   
 Customer Contact Requested Budget #

Service Request Progress

  (resolved)

  Not inspected with no due date.

  Resolved at 02/03/2009 11:00 AM with code RESOL RESOLVED. No work orders are required.

Location

Name   
First, MI   Title   
Address   
  
City   
State/Province  ZIP/PC   
Country  Ref #   
E-Mail   
Day   Foreign  
Evening   
Call Date   Taken By

Caller states there is a pipe near the new park that has an orange substance coming out of it.

From: Chesterfield, Blaine  
Sent: Tuesday, February 03, 2009 11:17 AM  
To: Pritchard, Sherri  
Cc: Myers, Michele  
Subject: IDDE report Skagit Highlands Park

The IDDE report that we got this morning by Mr. Lonnie Reynolds (not sure of spelling) from the Skagit Highlands Park is a naturally occurring iron rich allege that has an orange color and is usually accompanied by a sheen. The sheen has an oily appearance but acts differently when disturbed. When disturbed in breaks up and looks fragmented on the other hand petroleum products tend to flow back together. The iron rich allege and sheen are considered none toxic and are not harmful to the environment. I called Mr. Reynolds back and gave him the results of the investigation. Please close out this CSR file. The investigation photos are located at H:\Employee Files\Blaine\IDDE\Skagit Highlands Park

Service #  Problem

Call Date   Priority  Call Duration   
Taken By  Responsibility  # of Calls   
Source  Project   
 Customer Contact Requested Budget #

Service Request Progress

  (resolved)

  Not inspected with no due date.

  Resolved at 02/20/2009 02:30 PM with code RESOL RESOLVED. No work orders are required.

Location

Name   
First, MI  Title   
Address

From: Sutherland, Scott  
Sent: Friday, February 20, 2009 2:27 PM  
To: Pritchard, Sherri  
Subject: Illicit Discharge

The Sanitation department experienced an illicit discharge at our shop today. Our crew was refilling our 250 gallon truck wash tank. They left the water turned on and the tank overflowed and spilled several gallons of truck wash on the ground. The blacktop surface of the shop is not very smooth and I estimate that 2-3 gallons of truck wash went down the storm drain before we were able to contain the flow. The truck wash in a biodegradable non-butyl degreaser that was had been cut 4 to 1 before the spill.

From: Sutherland, Scott  
Sent: Friday, February 20, 2009 2:27 PM  
To: Pritchard, Sherri  
Subject: Illicit Discharge

The Crew immediately opened a spill kit and placed a fabric collar around the spill to keep it from entering the storm drain on the south end of our shop complex. They also placed absorbent pads and absorbent granules down to help with the initial clean up, then used the street sweeper to vacuum up the whole area.

The blacktop surface of the shop is not very smooth and I estimate that 2-3 gallons of truck wash went down the storm drain before we were able to contain the flow. The truck wash in a biodegradable non-butyl degreaser that was had been cut 4 to 1 before the spill.

Service # 5615 Problem DIDDE

Call Date 02/24/2009 10:05 Priority 3 Call Duration 00:00  
Taken By SHERRIP Responsibility SWM # of Calls 2  
Source INTERN Project SPILLS  
 Customer Contact Requested Budget #

Service Request Progress



Schedule (resolved)



Inspect Not inspected with no due date.



Resolve Resolved at 02/24/2009 11:00 AM with code RESOL RESOLVED. No work orders are required.

Location STONEBRIDGE

Name SNOW

First, MI SUE

Title

Address

City

State/Province

ZIP/PC

Country

Ref #

E-Mail

Day

(360)848-9306 x

Foreign

From: Small, Tara  
Sent: Tuesday, February 24, 2009 10:05 AM  
To: Pritchard, Sherri  
Cc: Maikai, Bill  
Subject: Citizen contact-Detention Pond

Hello Sherri,

Bill asked that I forward you the following Citizen contact:

Date: February 24, 2009  
Name: Sue Snow  
Phone number: 848-9306  
Location: Detention Pond on Allison Ave & Shady Lane

Message: Sue would like to report there is a white substance (looks like milk) pouring into the detention pond near her house and would like someone to check into it. The ducks won't go near it.]

Primary Caller Caller Comments Call Ljst

Tara initially contacted Bill Maikai, who then called John Dilley to go take a look at the situation.

From: Myers, Michele  
Sent: Tuesday, February 24, 2009 12:28 PM  
To: Pritchard, Sherri  
Subject: Phone Messages

John Dilley phoned and noted he could not find any type of discharge in the pond at Stonebridge. He checked both Stonebridge ponds and all Hagggen's ponds. Discharge water was clear.

2/25/09 @ 11:35 am  
John Dilley went back to pond to investigate. John found a very small amount of a light milky substance that he attributes to street runoff; things such as car washing and such. John will call citizen this afternoon to explain to her what it is.]

Service # 5633 Problem DIDDE

Call Date 03/18/2009 11:37 Priority 3 Call Duration 00:00  
Taken By SHERRIP Responsibility SWM # of Calls 1  
Source EMAIL Project SPILLS  
 Customer Contact Requested Budget #

Service Request Progress



Schedule (resolved)



Inspect Not inspected with no due date.



Resolve Resolved at 03/18/2009 03:32 PM with code RESOL RESOLVED. No work orders are required.

Location MONTGOMERY; BETWEEN 2ND & 3RD STREETS

Name ALBIN  
First, MI LINSAY Title  
Address DEPARTMENT OF ECOLOGY  
1440 10TH STREET, SUITE 102  
City BELLINGHAM  
State/Province WA ZIP/PC 98225  
Country Ref #  
E-Mail LALB461@ECY.WA.GOV  
Day (360)715-5202 x  Foreign

From: Albin, Linsay (ECY)  
Sent: Wednesday, March 18, 2009 9:47 AM  
To: 'blainec@ci.mount-vernon.wa.us'  
Subject: You've got ERTS! 611590 Diesel fuel into storm drain, Mt Vernon; Importance: High

Good morning,  
The incident number 611590 has been referred to you. Please follow up.

Note: The initial report information is attached in PDF format. You need to have Adobe Acrobat Reader to read the information.

From: Albin, Linsay (ECY) [mailto:LALB461@ECY.WA.GOV]  
Sent: Wednesday, March 18, 2009 9:54 AM  
To: MVengineering  
Subject: You've got ERTS! 611590 Diesel fuel into storm drain, Mt Vernon  
Importance: High

Good morning,  
As Blaine is out of the office, this ERTS is being forwarded as instructed; please respond.  
If you have any questions, feel free to give me a call.

Linsay Albin  
Bellingham Field Office  
360.715.5202

3/17/09 Incident #611590 summary:  
Lucy DeGrace (Skagit Fisheries Enhancement Group) called Department of Ecology to report that Pacific Pride Gas Station in downtown Mount Vernon has a substantial amount of diesel dribbling into a storm drain adjacent to their property (on Montgomery, between 2nd & 3rd Streets.)

Primary Caller Caller Comments Call List

See Montgomery "Street" file for actual pdf report

From: Tewalt, Charlie  
Sent: Wednesday, March 18, 2009 3:32 PM  
To: Pritchard, Sherri  
Subject: You've got ERTS! 611590 Diesel fuel into storm drain, Mt Vernon  
No visible signs of any problem at this site. Drainage goes into sanitary sewer anyway.

Service # 5695 Problem DIDDE

Call Date 05/15/2009 12:00 Priority 3 Call Duration 00:00  
Taken By DEANG Responsibility SWM # of Calls 1  
Source INTERN Project ILL DUMP  
 Customer Contact Requested Budget #

Service Request Progress

 Schedule (resolved)  
 Inspect Not inspected with no due date.  
 Resolve Resolved at 05/26/2009 10:08 AM with code RESOL RESOLVED. No work orders are required.

Address  Number 3011 Dir Name COMANCHE Suffix DR Dir Sub

From: Gilbert, Dean  
Sent: Monday, May 18, 2009 7:59 AM  
To: Chesterfield, Blaine; Lee, Ken  
Subject: Stream and Debris

3011 Comanche

While paving Friday, May 15th I noticed a stream running along the east side of this address. The owner has been dumping yard waste near or in the stream, and I see one or two places where the bank has failed and fallen into the stream. |

-----Original Message-----

From: Chesterfield, Blaine  
Sent: Monday, May 18, 2009 4:15 PM  
To: Lee, Ken  
Cc: Pritchard, Sherri  
Subject: FW: Stream and Debris - CSR #5695

Ken,  
Attached is the CSR for 3011 Camanche Drive.  
Thanks for check-in this out.

From: Lee, Ken  
Sent: Thursday, May 21, 2009 10:36 AM  
To: Chesterfield, Blaine  
Subject: 3011 Comanche ; Service # 5695

I have talked with Rollin Martin, who owns this property about the grass clipping along the drainage ditch. He brought up some concerns about the erosion to the ditch since the City replaced a culvert under the road a few years ago. Mr. Martin would like contact and show you what is happening. His number is 424-1619. Would you please give him a call.

From: Steele, Al  
Sent: Thursday, May 21, 2009 4:19 PM  
To: Chesterfield, Blaine  
Subject: RE: 3011 Comanche ; Service # 5695

Dean and I looked at the culvert and erosion downstream, and while we were there the homeowner that lives on the opposite side of the stream from Mr. Martin, a Ms. Cathy Smith I believe, asked us if there was anything the City could do to stop Mr. Martin from filling the stream bank because she felt his actions were causing erosion to her property. We suggested she contact you about the problem and that we were just collecting information today.

She said she had lived there since 1987 and thought the culvert had been installed in the early 90's. The culvert is 24" CPEP and is collecting street runoff. The stream channel has definitely eroded over the years. Installation of small check dams may help slow the erosion. Mr. Martin has been building retaining walls and dumping grass clippings along the stream bank and has caused the erosion to move to the opposite bank of the stream.

From: Chesterfield, Blaine  
Sent: Tuesday, May 26, 2009 10:08 AM  
To: Pritchard, Sherri  
Subject: RE: 3011 Comanche ; Service # 5695

Ken Lee investigated this and gave the property owner at 3011 a warning notice to stop dumping grass clippings, yard debris, and the constriction of the channel. Ken did say that the resident did mention possibly piping the channel. Ken told the resident to get the proper permits before doing any work. (such as a Grading Permit.)

Service #  Problem

Call Date   Priority  Call Duration   
Taken By  Responsibility  # of Calls   
Source  Project   
 Customer Contact Requested Budget #

Service Request Progress

 Schedule (resolved)

 Inspect Not inspected with no due date.

 Resolve Resolved at 08/24/2009 12:00 PM with code RESOL RESOLVED. No work orders are required.

	Number	Dir	Name	Suffix	Dir	Sub
Address	<input type="text" value="201"/>	<input type="text" value="W"/>	<input type="text" value="LAWRENCE"/>	<input type="text" value="ST"/>	<input type="text"/>	<input type="text"/>
Intersection	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Name   
First, MI  Title   
Address   
  
City   
State/Province  ZIP/PC   
Country  Ref #   
E-Mail

From: Sacayanan, Tamara L. (ECY) [mailto:TSAC461@ECY.WA.GOV]  
Sent: Thursday, August 13, 2009 9:24 AM  
To: MVengineering  
Subject: You've got ERTS!-614701  
Importance: High

The incident number 614701 has been referred to you. Please follow up.  
Note: The initial report information is attached in PDF format. You need to have Adobe Acrobat Reader to read the information.

From: Pritchard, Sherri  
Sent: Friday, August 14, 2009 1:17 PM  
To: Sutherland, Scott; Chesterfield, Blaine; Lee, Ken; Prosser, Rick  
Subject: Department of Ecology Incident Report  
Importance: High

Ken Lee - Code Enforcement (Rick Prosser - as Ken is on vacation)  
Blaine Chesterfield - Surface Water (diesel???)  
Scott Sutherland - Garbage (tires and other garbage???)

Attached please find Department of Ecology Incident Report #614701  
I will write this up in Hansens; however, I figured I would send it to each of you as well just in case it is something that you or your department needs to deal with.

Please feel free to email any responses you think should be noted in the file.

INITIAL REPORT FILED IN "STREET" FILES; LAWRENCE STREET

8/19/09 Ken Lee (Code Enforcement) contacted owner who then contacted tenant about cleaning up the mess.  
8/24/09 Area was cleaned up

Service #  Problem

Call Date   Priority  Call Duration   
Taken By  Responsibility  # of Calls   
Source  Project   
 Customer Contact Requested Budget #

Service Request Progress

-   (resolved)
-   Not inspected with no due date.
-   Resolved at 10/09/2009 08:16 AM with code RESOL RESOLVED. No work orders are required.

Location

Name   
First, MI   Title   
Address   
  
City   
State/Province  ZIP/PC

From: Fritchard, Sherri  
Sent: Tuesday, October 06, 2009 1:55 PM  
To: Tewalt, Charlie  
Subject: Citizen Complaint

10/6/09 @ 11:45 am  
Debra Mannard (sp?)  
126 N 7th Street

Debra has noticed water coming down the street and flowing into the drain near her place. So she followed the water to its source, which is in between 114 N 7th and 116 N 7th. She doesn't know if it's PUD or not, but is requesting we check into it to see if something is leaking into the stormdrain.

Shortly after this issue was reported to the City, PUD called for a locate - likely to look into a water leak. Any water in this area would have went into the CSO therefore any pollutants from the leak would have went to the WWTP and been cleaned. No further calls were taken on this issue.

Service #  Problem

Call Date   Priority  Call Duration   
Taken By  Responsibility  # of Calls   
Source  Project   
 Customer Contact Requested Budget #

Service Request Progress

 Schedule (resolved)

 Inspect Not inspected with no due date.

 Resolve Resolved at 10/25/2009 09:15 AM with code RESOL RESOLVED. Additional work orders are required.

Location

From: Tewalt, Charlie  
Sent: Monday, October 26, 2009 7:22 AM  
To: Chesterfield, Blaine  
Subject: Sanitary Sewer Overflow

We had an incident yesterday that should be reported to DOE.

The sanitary main at N. Waugh and E. Fir overflowed. It was reported at 8:30 AM on Sunday, 10-25-09, and the crew had the line cleared by 9:15 AM. They found a broken piece of PVC pipe in the man-hole, which probably caused the blockage. I would estimate that the volume of sewage that entered Trumpeter Creek was under 1,000 gallons.

All of the escaped waste water went into the catch basin near Esco's house and the one at the corner of Apache.]

From: Chesterfield, Blaine  
Sent: Monday, October 26, 2009 11:41 AM  
To: Tewalt, Charlie  
Cc: Pritchard, Sherri; Myers, Michele  
Subject: RE: Sanitary Sewer Overflow

Charlie,

It has been reported to Nida Taylor at Ecology's Bellevue office. We will also put it in our Hanson database for reporting spills as resolved and reported.