

City of Bonney Lake 2015 Annual Report for the Western Washington Phase II Municipal Stormwater Permit

The Western Washington Phase II Municipal Stormwater permit (NPDES permit) requires all Permittees to submit annual reports describing the progress of their permit implementation activities. Annual reports cover the previous calendar years activities, unless otherwise specified, and must be signed by the responsible official and submitted to Ecology by March 31st each year. The Annual Report consists of 67 questions and requires the preparation of several supporting documents. This year's Annual Report must be submitted online through the Washington State Department of Ecology's WQWebPortal service.

1 S5.A.2 Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2)

See Attachment 2

2 S9.D.5 Attach 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 per S9.D.5.

Not Applicable

3 S5.A.3 Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP.

Yes

4 S5.A.5.b Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b)

Yes

4b S5.A.5.b Attach a written description of internal coordination mechanisms. (Required to be submitted no later than March 31, 2015, S5.A.5.b)

See Attachment 3

5 S5.C.1.a.i and ii Attach description of public education and outreach efforts conducted per S5.C.1.a.i and ii.

See Attachment 4

6 S5.C.1.b Created stewardship opportunities (or partnered with others) to encourage resident participation in activities such as those described in S5.C.1.b.

Yes

7 S5.C.1.b Used results of measuring the understanding and adoption of targeted behaviors among at least one audience in at least one subject area to direct education and outreach resources and evaluate changes in adoption of targeted behaviors. (Required no later than February 2, 2016, S5.C.1.b)

No

7b S5.C.1.b Attach description of how this requirement was met.

Not Applicable

8 S5.C.2.a Describe the opportunities created for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP. (S5.C.2.a)

See Attachment 1

9 S5.C.2.b Posted the updated SWMP Plan and latest annual report on your website no later than May 31. (S5.C.2.b)

Yes

9b S5.C.2.b List the website address.

http://www.ci.bonney-lake.wa.us/section_government/departments/public_works/stormwater.shtml

10 S5.C.3.a.i – vi Maintained a map of the MS4 including the requirements listed in S5.C.3.a.i.-vi.

Yes

11 S5.C.3.b.v Implemented a compliance strategy, including informal compliance actions as well as enforcement provisions of the regulatory mechanism described in S5.C.3.b. (S5.C.3.b.v)

Yes

12 S5.C.3.b.vi Updated, if necessary, the regulatory mechanism to effectively prohibit illicit discharges into the MS4 per S5.C.3.b.vi. (Required no later than February 2, 2018)

No

12b Cite the Prohibited Discharges code reference

Not Applicable

13 S5.C.3.c.i Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.3.c.i.

Yes

13b S5.C.3.c.i Cite methodology

See Attachment 1

14 S5.C.3.c.i Percentage of MS4 coverage area screened in reporting year per S5.C.3.c.i. (Required to screen 40% of MS4 no later than December 31, 2017 (except no later than June 30, 2018 for the City of Aberdeen) and 12% on average each year thereafter. (S5.C.3)

0

15 S5.C.3.c.ii List the hotline telephone number for public reporting of spills and other illicit discharges. (S5.C.3.c.ii)

253-447-4320

15b S5.C.3.c.ii Number of hotline calls received.

4

16 S5.C.3.c.iii Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.3.c.iii.

Yes

17 S5.C.3.c.iv Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. (S5.C.3.c.iv)

Yes

17b S5.C.3.c.iv Describe the information sharing actions. (S5.C.3.c.iv)

See Attachment 1

18 S5.C.3.d Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.3.d.

Yes

19 S5.C.3.d.iv Number of illicit discharges, including illicit connections, eliminated during the reporting year. (S5.C.3.d.iv)

2

20 S5.C.3.d.iv Attach a summary of actions taken to characterize, trace and eliminate each illicit discharge found by or reported to the permittee. For each illicit discharge, include a description of actions according to required timeline per S5.C.3.d.iv

See Attachment 5

21 S5.C.3.e Municipal illicit discharge detection staff are trained to conduct illicit discharge detection and elimination activities as described in S5.C.3.e.

Yes

22 S5.C.4.a Implemented an ordinance or other enforceable mechanism to address runoff from new development, redevelopment and construction sites per the requirements of S5.C.4.a.

Yes

24 S5.C.4.a.i Number of exceptions granted to the minimum requirements in Appendix 1. (S5.C.4.a.i., and Section 6 of Appendix 1)

0

25 S5.C.4.a.i Number of variances granted to the minimum requirements in Appendix 1. (S5.C.4.a.i., and Section 6 of Appendix 1)

0

26 S5.C.4.b.i Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds adopted pursuant to S5.C.4.a.i. (S5.C.4.b.i)

Yes

26b S5.C.4.b.i Number of site plans reviewed during the reporting period.

5

27 S5.C.4.b.ii Inspected, prior to clearing and construction, permitted development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 Determining Construction Site Sediment Damage Potential, or alternatively, inspected all construction sites meeting the minimum thresholds adopted pursuant to S5.C.4.a.i. (S5.C.4.b.ii)

Yes

27b S5.C.4.b.ii Number of construction sites inspected per S5.C.4.b.ii.

5

28 S5.C.4.b.iii Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. (S5.C.4.b.iii)

Yes

28b S5.C.4.b.iii Number of construction sites inspected per S5.C.4.b.iii.

9

29 S5.C.4.b.ii, iii and Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects). (S5.C.4.b.ii, iii and v)

3

30 S5.C.4.b.iv Inspected all permitted development sites that meet the thresholds in S5.C.4.a.i upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. (S5.C.4.b.iv)

Yes

31 S5.C.4.b.ii-iv Achieved at least 80% of scheduled construction-related inspections. (S5.C.4.b.ii-iv)

Yes

32 S5.C.4.b.iv Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects. (S5.C.4.b.iv)

Yes

33 S5.C.4.c Implemented provisions to verify adequate long-term operation and maintenance (O&M) of stormwater treatment and flow control BMPs/facilities that are permitted and constructed pursuant to S5.C.4. a and b. (S5.C.4.c)

Yes

35 S5.C.4.c.iii Annually inspected stormwater treatment and flow control BMPs/facilities per S5.C.4.c.iii.

Yes

35b S5.C.4.c.iii If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.4.c.iii

Not Applicable

36 S5.C.4.c.iv Inspected new residential stormwater treatment and flow control BMPs/facilities and catch basins every 6 months per S5.C.4.c.iv to identify maintenance needs and enforce compliance with maintenance standards.

Yes

37 S5.C.4.c.v Achieved at least 80% of scheduled inspections to verify adequate long-term O&M. (S5.C.4.c.v)

Yes

38 S4.C.4.c.vi Verified that maintenance was performed per the schedule in S5.C.4.c.vi when an inspection identified an exceedance of the maintenance standard.

Yes

38b S5.C.4.c.vi Attach documentation of any maintenance delays. (S5.C.4.c.vi)

Not Applicable

39 S5.C.4.d Provided copies of the Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity to representatives of proposed new development and redevelopment. (S5.C.4.d)

Yes

40 S5.C.4.e 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 are trained to conduct these activities. (S5.C.4.e)

Yes

42 S5.C.4.g Participated and cooperated with the watershed-scale stormwater planning process led by a Phase I county. (S5.C.4.g)

Not Applicable

43 S5.C.5.a Implemented maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 Stormwater Management Manual for Western Washington.

No

44 S5.C.5.a Applied a maintenance standard that is not specified in the Stormwater Management Manual for Western Washington.

No

44b S5.C.5.a Please note what kinds of facilities are covered by this alternative maintenance standard. (S5.C.5.a)

Not Applicable

45 S5.C.5.a.ii Performed timely maintenance per S5.C.5.a.ii.

Yes

46 S5.C.5.b Annually inspected all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.5.b)

Yes

46b S5.C.5.b Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.5.b)

54

46c S5.C.5.b Number of facilities inspected during the reporting period. (S5.C.5.b)

54

46d S5.C.5.b Number of facilities for which maintenance was performed during the reporting period. (S5.C.5.b)

54

47 S5.C.5.b If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.5.b.

Not Applicable

48 S5.C.5.c Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.5.c.

Yes

49 S5.C.5.d Inspected all municipally owned or operated catch basins and inlets as per S5.C.5.d, or used an alternative approach. (Required once no later than August 1, 2017 and every two years thereafter, except once no later than June 30, 2018 and every two years thereafter for the City of Aberdeen)

No

49b S5.C.5.d Number of known catch basins.

2226

49c S5.C.5.d Number of catch basins inspected during the reporting period.

63

49d S5.C.5.d Number of catch basins cleaned during the reporting period.

35

50 S5.C.5.d.i-ii Attach documentation of alternative catch basin cleaning approach, if used. (S5.C.5.d.i or ii)

Not Applicable

51 S5.C.5.f Implemented practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the Permittee, and road maintenance activities under the functional control of the Permittee. (S5.C.5.f)

Yes

52 S5.C.5.g Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.5.g.)

Yes

53 S5.C.5.h Implemented a Stormwater Pollution Prevention Plan 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 an NPDES permit that covers stormwater discharges associated with the activity. (S5.C.5.h)

Yes

54 S7.A Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A)

Not Applicable

55 S7.A For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A)

Not Applicable

56 S8.A Attach a description of any stormwater monitoring or stormwater-related studies as described in S8.A.

Not Applicable

57 S8.B.1 Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for status and trends monitoring. (S8.B.1)

Yes

58 S8.C.1 Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for effectiveness studies. (S8.C.1) (Required to begin no later than August 15, 2014)

Yes

59 S8.D.1 Contributed to the RSMP for source identification and diagnostic monitoring information repository in accordance with S8.D.1. (Required to begin no later than August 15, 2014)

Yes

60 G3 Notified Ecology in accordance with G3 of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare or the environment. (G3)

Yes

61 G3 Number of G3 notifications provided to Ecology.

1

62 G3.A Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.

Yes

63 S4.F.1 Notified Ecology within 30 days of becoming aware that a discharge from the Permittee's MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water. (S4.F.1)

Yes

64 S4.F.3.a If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.

Not Applicable

65 S4.F.3.d Attach a summary of the status of implementation of any actions taken pursuant to S4.F.3 and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d)

Not Applicable

66 G20 Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20)

Not Applicable

67 G20 Number of non-compliance notifications (G20) provided in reporting year.

0

67b G20 List the permit conditions described in non-compliance notification(s).

Not Applicable

Attachment 1 – Comments to Questions in the Annual Report

Annual Report Question	Comments
8. Describe the opportunities created for the public to participate in the decision making processes involving the development, implementation and updates of the SWMP.	<p>The City encourages the public to participate in the decision making processes involving the Stormwater Management Program (SWMP). Opportunities for public participation are available through the following venues:</p> <p>The Stormwater page on the City Website displays the updated SWMP and the Annual Report. Opportunity for public comment is encouraged.</p>
9b. List website address for the latest SWMP Plan and Annual Report.	<p>http://www.ci.bonney-lake.wa.us/section_government/departments/public_works/stormwater.shtml</p>
13b. Cite methodology for implementing procedures for conducting illicit discharge investigations.	<p>The City utilizes the written Bonney Lake Illicit Discharge Detection & Elimination Program which references the Ecology approved methodology guidance document: Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments</p>
17b. Describe actions for informing public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.	<p>The City uses a variety of methods to inform staff, residents, and businesses about hazards associated with illicit discharges and improper disposal of waste, including:</p> <ul style="list-style-type: none"> • The Stormwater page on the city website • Staff trainings • Mailings, flyers, brochures, and posters • Site inspections • Business outreach

Attachment 2 - Stormwater Management Program (SWMP) Update

BACKGROUND

In 2007, the Washington State Department of Ecology (Ecology) issued the first Western Washington Phase II Municipal Stormwater permit (NPDES permit) covering the City of Bonney Lake and 79 other cities in the Puget Sound area. The initial five year permit issued in 2007 expired February of 2012. Before Ecology could issue a new permit with additional new requirements, the Washington State Legislature enacted Senate Bill 6406 to give cities fiscal relief during a period of economic downturn by delaying certain regulatory requirements. This law affected the re-issuance of a new NPDES Permit that was scheduled for 2012. Instead, the bill required the Department of Ecology to: extend the 2007-12 Permit for a period of one additional year and issue the new updated Phase II permit with a delayed effective date of August 2013. The current permit is effective from August 2013 to August 2018 and includes significant new requirements related to Low Impact Development and Monitoring.

Since Ecology issued the first permit, Bonney Lake and the region as a whole, has made a lot of progress towards improving local stormwater programs with the goal of improving water quality in Puget Sound. One of the major requirements under the Municipal NPDES Permit is that all affected cities create and implement a Stormwater Management Program (SWMP) which addresses the required permit elements: 1) Public Education and Outreach, 2) Public Involvement and Participation, 3) Illicit Discharge Detection and Elimination, 4) Construction Site Run-Off, 5) Operations and Maintenance of Stormwater Facilities, and 6) Monitoring and Assessment.

INTRODUCTION

This document is a requirement of the NPDES permit and is updated annually by the City of Bonney Lake's Engineering Division. The SWMP generally describes the requirements of the Permit and Bonney Lake's permit related activities planned for 2015. The content is organized according to the permit components:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Controlling Runoff from New Development, Redevelopment and Construction Sites
- Pollution Prevention and Operation and Maintenance for Municipal Operations
- Monitoring and Assessment

SECTION 1 - PUBLIC EDUCATION AND OUTREACH

Permit Requirement (S5.C.1.)

Permittees shall implement an on-going public education and outreach program designed to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts and encourage the public to participate in stewardship activities. The program shall educate target audiences about the stormwater problem and provide specific actions they can follow to minimize the problem.

2015 Planned Public Education Activities

Bonney Lake maintains an active Public Education and Outreach Program which uses a variety of approaches to inform targeted audiences about stormwater pollution prevention. The program is consistently evolving and expanding to reach new audiences and cover additional related topics. A summary of the major public education activities planned for 2015 is provided below:

- The City of Bonney Lake will continue the Stormwater Pollution Prevention Art Contest and Calendar Project. For the past five years, the city has developed and distributed calendars to promote stormwater pollution prevention practices. To help convey these messages, the city holds an art contest open to our K-12 students. Winning entries from six categories including Pollution / Illegal Dumping Reporting, Friendly Vehicle Washing, Water Conservation, Pet Waste Disposal, Used Oil Recycling, and Household Hazardous Waste Disposal are used to develop the calendar.
- The city anticipates distributing stormwater pollution prevention informational flyers to over 7,000 City households regarding the general impacts of stormwater flows into surface waters and impacts from impervious surfaces including impacts from pet waste, vehicle fluids, household and lawn chemicals, car and impervious surface washing, and automotive and hazardous waste spills.
- At our annual Bonney Lake Days event; the city will continue displaying the stormwater pollution prevention booth and distributing informational flyers associated with proper hazardous waste disposal and the and information to implement used oil recycling, proper pet waste disposal, and environmentally friendly vehicle washing methods. The flyers also inform residents on natural yard care techniques and ways to conserve water and provides information on how and when to report an illicit discharge, pollution, and illegal dumping.
- The city plans to coordinate with volunteers and continue our storm drain marker program to label storm drains in residential neighborhoods. The curb markers help increase public awareness of the environmental effects of dumping in storm drains and remind the public of the direct connection between storm drains and our surface waters.
- Bonney Lake will continue to offer our “fish friendly” charity car wash kits which are designed to divert wash water to the sanitary sewer system and are loaned out by the City at no cost.
- Bonney Lake staff will continue to participate in regional forums that focus on stormwater education and permit requirements.
- The City of Bonney Lake will update our website stormwater page as needed.

SECTION 2 - PUBLIC INVOLVEMENT & PARTICIPATION

Permit Requirement (S5.C.2.)

Permittees are required to provide the public with the opportunity to participate in the decision-making process involving the development and implementation of NPDES permit related activities and programs. The Stormwater Management Program document and Annual Report must be available to the public, including posting on the City’s website.

2015 Planned Public Involvement Opportunities

The City of Bonney Lake encourages residents and interested parties to participate in the decision making processes involving the implementation of the City's Stormwater Management Program (SWMP). Opportunities for public participation in the development of the Stormwater Management Program in 2015 will be available through the following venues:

- Implementation of the City storm drain marker program utilizing Eagle Scout candidates and the public to install dump no waste curb markers adjacent to City storm drains.
- Install a staffed stormwater pollution prevention booth at Bonney Lake Days events and discuss the City stormwater pollution prevention public education materials with the community.
- Invite local K-12 students in the Bonney Lake community to participate in the annual stormwater pollution prevention art contest / calendar development program.
- The City's Stormwater webpage provides a general description of the Permit and displays the updated SWMP and the Annual Reports as they become available. Opportunity for public comment and participation is encouraged via e-mail.

SECTION 3 – ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

Permit Requirement (S5.C.3.)

Permittees shall maintain an ongoing program designed to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the municipal stormwater system.

2015 IDDE Program Planned Activities

The City of Bonney Lake maintains an ongoing Illicit Discharge Detection and Elimination program designed to identify and remove prohibited discharges and illicit connections to the City's stormwater system. A summary of IDDE activities continued in 2015 is provided below:

- Bonney Lake maintains a comprehensive map of our municipal separate storm sewer system (MS4). The map continues to be updated on an ongoing basis to reflect the changes and expansion of the system captured via field survey.
- The City will enforce Ordinance 1330 which prohibits non-stormwater discharges. The City of Bonney Lake will implement escalating enforcement procedures and actions pursuant to those outlined in the Bonney Lake Municipal Code.
- Staff will continue to visually inspect the MS4 for illicit discharges and connections during MS4 maintenance activities and begin the required field screening documentation effort of the MS4 which is required to be 40 percent complete by the end of 2017.

SECTION 4 - CONTROLLING RUNOFF FROM CONSTRUCTION SITES

Permit Requirement (S5.C.4.)

Permittees must implement an ongoing program for controlling runoff from construction sites. The program must include an ordinance that addresses runoff from new developments, redevelopment and construction sites. The City is required to review all stormwater site plans for proposed development activities and inspect all permitted development sites to verify proper installation and maintenance of required erosion and sediment controls. By December 31, 2016, Permittees must adopt updated stormwater design standards that are equivalent to the Department of Ecology's 2012 Stormwater Management Manual for Western Washington. By December 31, 2016 the City must revise development codes to make low impact development techniques the mandatory approach to stormwater management.

2015 Planned Activities for Controlling Runoff from Construction Sites

The City of Bonney Lake recognizes that construction site run-off is a major contributor to water quality degradation in the greater Puget Sound region. To address this issue and to better protect our natural waterways, the City's current construction site run-off program meets the minimum requirements of the current Permit. However, the current permit requires the City to make significant changes to development-related codes, rules, and standards in order to incorporate and require LID principles and Best Management Practices.

- The City will continue to implement and enforce the program to reduce pollutants in stormwater runoff to our MS4 from new development, redevelopment and construction site activities. The program includes a permitting process with site plan review, inspection and enforcement capability to meet the standards for both private and public projects.
- In 2015, the City will continue to implement the most current Pierce County Stormwater & Site Development Manual as currently allowed in the permit. By December 31, 2016 the City will adopt updated stormwater designs standards that are equivalent to the Department of Ecology's 2012 Stormwater Management Manual for Western Washington. The City will likely adopt a new version of the Pierce County Stormwater & Site Development Manual which is currently being updated to include the new Low Impact Development (LID) standards.
- City staff will begin reviewing and revising our local development-related codes, rules, standards, or other enforceable documents to incorporate and require LID principles and LID Best Management Practices (BMPs). The intent of the revisions is to make LID the preferred and commonly-used approach to site development. Revisions must be complete by December 31, 2016. Staff will track the staff participants (job title, brief job description, and department represented), the codes, rules, standards, and other enforceable documents reviewed, and the revisions made to those documents which incorporate and require LID principles and LID BMPs.

SECTION 5 - POLLUTION PREVENTION, OPERATIONS & MAINTENANCE (O&M)

Permit Requirement (S5.C.5.)

Maintain an ongoing Operations and Maintenance (O&M) program to reduce stormwater impacts associated with maintenance and operations of City streets, facilities, and properties. Adopt updated maintenance standards that are as protective, or more protective, as those specified in the 2012 Stormwater Management Manual for Western Washington by December 31, 2016. Inspect all catch basins owned by the City once by August 1, 2017.

2015 Planned O&M Activities

The City of Bonney Lake maintains a proactive and effective maintenance program of the City's drainage infrastructure, which includes catch basins, pipes, open channels, as well as residential and regional retention/detention facilities. In 2015, Bonney Lake operations & maintenance staff will continue to perform the required inspections and maintenance outlined in the permit in an effort to prevent and reduce pollutant runoff from municipal operations.

- Bonney Lake operations & maintenance staff will inspect all known municipally owned or operated stormwater treatment and flow control facilities in 2015. Maintenance of facilities will be conducted consistent with the adopted standards.
- Continue to implement our Stormwater Pollution Prevention Plans for heavy equipment maintenance and storage yards. Bonney Lake will continue to train City staff whose job functions may impact stormwater quality and maintain records of inspections, maintenance, and training activities.
- The maintenance standards found in the current Pierce County Stormwater & Site Development Manual will apply until the City adopts updated maintenance standards equivalent to the 2012 Stormwater Management Manual for Western Washington (required by December 31, 2016).
- Facilities vulnerable to surface water related problems during major storm events will be inspected to ensure the systems are functioning properly, and to determine/conduct any maintenance or repair needs.
- The city has surveyed and assigned an identification number to all catch basins owned by the city for inspection and maintenance purposes. All catch basins will be inspected by August 1, 2017.
- Staff will implement practices and procedures that prevent stormwater impacts associated with pipe and culvert cleaning, ditch maintenance, street cleaning, road repair, snow and ice control, and maintaining roadside areas and vegetation.
- Records of inspections and maintenance or repair activities will be kept in accordance with the S9 Reporting Requirements of the Permit.

SECTION 6 - MONITORING & ASSESSMENT

Permit Requirement (S8)

Permittees are required to pay into a collective fund to implement the Regional Stormwater Monitoring Program (RSMP) Source Identification Information Repository. The City of Bonney Lake shall choose one of the two options for Status and Trends Monitoring during the 2013-18 permit cycle: pay into regional efforts or perform monitoring in-house. Bonney Lake shall also choose one of the two options for Effectiveness Studies: pay into regional studies or perform studies in-house.

2015 Planned Monitoring Activities

- The City of Bonney Lake will pay into the collective fund to implement the RSMP. A payment of \$4,075 is due August 15, 2015.
- Bonney Lake will also pay into the collective fund to implement the RSMP effectiveness studies. A payment of \$6,790 is due August 15, 2015.
- The City of Bonney Lake will pay into the collective fund to implement the RSMP Source Identification Information Repository. A payment of \$630 is due August 15, 2015.

Attachment 3- Description of Coordination among Departments to ensure NPDES Permit Compliance

A primary mission of the City of Bonney Lake is to meet all stormwater related regulatory requirements set forth in the Western Washington Phase II Municipal Stormwater Permit (NPDES Permit). In order to meet all of the permit's requirements and deadlines; the city must coordinate with staff from different departments. Stormwater issues are raised in many different City efforts. Interdepartmental coordination and ongoing communication is the key to successful permit compliance. This document has been prepared to generally describe the responsibilities and activities carried out by each affected department and division that contributes to compliance with the NPDES permit. This document fulfills requirement S5.A.5.b of the permit and completes question number 4b. in the 2015 Annual Report.

Permit requirement S5.A.5.b reads:

The Stormwater Management Program (SWMP) shall include coordination mechanisms among departments within each jurisdiction to eliminate barriers to compliance with the terms of this permit. Permittees shall include a written description of internal coordination mechanisms in the Annual Report due no later than March 31, 2015.

The Bonney Lake Engineering Division coordinates the City-wide implementation and documentation of NPDES permit compliance and informs staff of permit requirements, providing training when necessary, and ensuring mechanisms for tracking and coordination are in place. Staff in the Public Works and Community Development Departments have the primary responsibility for enforcing the stormwater regulations. The following is a list of divisions in the City that are most affected by the NPDES permit:

- Public Works Engineering
- Public Works Streets & Storm
- Public Works Parks
- Community Development Building
- Community Development Planning
- Code Enforcement
- Geographic Information System

The content in this document is based on the NPDES permit requirements and is organized according to the Stormwater Management Program components required in section S5.C:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Controlling Runoff from New Development, Redevelopment and Construction Sites
- Pollution Prevention and Operation and Maintenance for Municipal Operations

- Reporting

1. Public Education and Outreach - S5.C.1

Section S5.C.1 of the permit requires the city to implement an education and outreach program that is designed to reduce behaviors and practices that contribute to or cause stormwater pollution. The program must also include stewardship opportunities for the public. Bonney Lake implements an extensive public education program which targets City employees, contractors, businesses, home owners, school aged children, and the general public. Topics of public education include, but are not limited to: general impacts of stormwater on surface waters, impacts of illicit discharges and how to report them, principles of low impact development, best management practices (BMPs), spill response techniques, natural yard care, outdoor use and storage of chemicals, and vehicle maintenance. The city also provides annual stewardship and volunteer opportunities for the public to participate in, such as tree planting and Beautify Bonney Lake events.

2. Public Involvement & Participation - S5.C.2

The City of Bonney Lake ensures the public has the opportunity to participate in the decision-making process involving the development and implementation of the NPDES permit's related activities and programs. This is accomplished by making the Stormwater Management Program document (SWMP) and the most recent Annual Report available to the public on the City's website and providing for public comment when the SWMP and Annual Report are presented to the City Council.

3. Illicit Discharge Detection & Elimination - S5.C.3

The City of Bonney Lake implements an Illicit Discharge Detection & Elimination (IDDE) program designed to prevent, detect, characterize, and eliminate illicit connections and illicit discharges into the city's stormwater system (MS4). Required components of the program include mapping the MS4, development of a regulatory and enforcement mechanism, and an ongoing process to identify and eliminate sources of stormwater pollution.

The city provides IDDE training for city staff that conduct field related activities. This includes staff from Engineering, PW Operations & Maintenance, Building, Planning, and Code Enforcement. The training teaches staff to identify potential sources of stormwater pollution and report problems by calling Public Works Administration staff at 253-447-4320. Staff can also report stormwater related issues by directly contacting the city NPDES permit coordinator. Public Works Operations & Maintenance staff has primary responsibility for responding to emergencies related to surface water in the City. This responsibility includes providing 24-hour emergency response to flooding of streets or structures, pollutant spills, and illegal discharge of pollutants to the storm and surface water system.

The City's ordinance which prohibits non-stormwater discharges, spills, illicit connections, and illegal dumping into the stormwater system is enforced by Public Works. In some cases, if there is other non-compliance issues, enforcement may be handled by Code Enforcement.

4. Controlling Runoff from Construction Sites - S5.C.4

The responsibility for controlling run-off from construction sites is shared by both Public Works and Community Development. Community Development is responsible for reviewing all stormwater site plans and pollution prevention BMP's for development activities and ensuring that projects meet standards in the most current Pierce County Stormwater & Site Development Manual as required by the NPDES permit. Public Works Engineering is responsible for reviewing stormwater site plans and pollution prevention BMP's on capital improvement projects under the same standards and permitting requirements.

For all construction related projects in the city, regular inspections are conducted to review all erosion control requirements on site. Community Development is responsible for inspecting and enforcing private development erosion control while Public Works inspects and enforces capital improvement project construction sites. Staff is trained to conduct these activities and records of inspections, violations, and enforcement activities are tracked through a shared database.

5. Pollution Prevention, Operations & Maintenance - S5.C.5

The Public Works Operations & Maintenance Street / Storm Division is responsible for the maintenance of the City's drainage infrastructure, which includes catch basins, pipes, open channels, as well as residential and regional retention/detention facilities. Bonney Lake staff annually inspects stormwater treatment and flow control facilities and stormwater retention/detention ponds. Maintenance requirements for facilities are consistent with the adopted standards found in the Pierce County Stormwater & Site Development Manual.

Staff also inspects stormwater facilities after major storm events to ensure the systems are functioning properly, and to determine/conduct any maintenance or repair needs. Records of inspections and maintenance or repair activities are kept in accordance with the permit.

Public Works Operations & Maintenance staff also implement practices and procedures that prevent stormwater impacts associated with their maintenance activities such as pipe and culvert cleaning, ditch maintenance, street cleaning, road repair, snow and ice control, and maintaining roadside areas and vegetation.

6. Reporting – S.9.

The Bonney Lake Engineering staff oversee the preparation of the Annual Report which is due on March 31st of each year. The report consists of questions related to compliance with the requirements and deadlines in the permit. Bonney Lake Engineering coordinates with the applicable city staff to collect data that is tracked for compliance. Bonney Lake Engineering also annually updates the Stormwater Management Program document (SWMP) as required in S.9.

Review of the Annual Report and SWMP is the responsibility of many City staff, including the Public Works Director, Assistant Public Works Director, City Engineer, and the Transportation Supervisor. The Public Works Director is the final person to approve, sign, and submit the NPDES Annual Report to the Washington State Department of Ecology.

Attachment 4 – Description of 2014 Public Education and Outreach Activities

Distribution of Public Education Materials	
Activity	Description
Used Oil Recycling Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Rain Garden Installation Handbook	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Natural Yard Care Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Spill Response Information Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Household Stormwater Pollution Prevention Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Good Cleaning Practices For The Residence	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event. Distributed to the Sumner School District Superintendents office and eight public schools in the Sumner School District.
Good Cleaning Practices For The Auto Industry	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event. Delivered laminated posters to automotive businesses in the city.

Good Cleaning Practices For The Restaurant Industry	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event. Delivered laminated posters to restaurants in the city.
Just Doo It Pet Waste Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Mobile Business Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event.
Don't Feed The Ducks Flyer	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event. Placed a permanent sign at Allan Yorke Park.
Stormwater Pollution Prevention Art Contest	Sent our stormwater pollution prevention art contest entry form to eight schools in the community. The drawings included the following messages; Pollution/Illegal Dumping Reporting, Friendly Vehicle Washing, Water Conservation, Pet Waste Disposal, Used Oil Recycling, and Household Hazardous Waste.
Stormwater Pollution Prevention Calendar	Displayed on the Stormwater page on the city website and distributed to the Bonney Lake community at the annual Bonney Lake Days event. Distributed to city staff, engineering consultants, to the general public from the front counters of our city offices, and to the eight schools that were invited to participate in the art contest.

Attachment 5 – 2014 Spill & IDDE Investigation Summary

Violator	Address	Type of Discharge	Date of Report or Discovery	Date of Investigation	Did the spill or illicit discharge enter the MS4	Code Enforcement Action	Date Investigation Terminated	Notes
Unknown Vehicle	Veterans Memorial Dr & Main St (Eastbound left turn lane)	Engine Coolant	4/30/2014	4/30/2014	No	No	4/30/2014	Engine coolant (< 1 gallon) was reported leaking from a vehicle with a broken radiator hose at Veterans Memorial Dr and Main Street (eastbound left turn lane). City PW-Ops arrived at the scene and verified an engine coolant spill had occurred (leaking vehicle was no longer at the scene). City PW-Ops set up traffic control and closed the eastbound left turn lane. City Pw-Ops spread two bags of Throw & Go absorbent and swept up the spill and absorbent material.
Unknown	18309 108 th St Ct E	Oil	8/7/2014	8/8/2014	Yes	No	8/8/2014	Oil (<1 gallon) was reported in a catch basin adjacent to a residence at 18309 108 th St Ct E. City PW-Ops arrived at the scene and verified oil was inside the catch basin. City PW-Ops cleaned the catch basin with an oil eating micro blaze microbial. The oil was contained in the sump of the violated catch basin and no oil was conveyed from the catch basin to any other areas of the stormwater system.
Murrey's Disposal Co.	8720 Main St E	Engine Coolant	9/10/2014	9/10/2014	No	No	9/10/2014	Engine coolant (approximately 1 gallon) was reported leaking from a Murrey's Disposal Co. vehicle at 8720 Main St E. City PW-Ops contacted Murrey's to address the clean-up effort. Murrey's cleaned the spill with a liquid chemical solution and vacuum swept the area. City PW-Ops remained onsite through the clean-up process and determined the clean-up acceptable.
DM Disposal Co.	7505 208 th Ave E	Diesel Fuel	11/14/2014	11/14/2014	Yes	No	11/14/2014	Diesel fuel (approximately 30 gallons) was reported leaked from a DM Disposal Co. vehicle at 7505 208 th . City PW-Ops was onsite to verify the clean-up effort. The driver for DM Disposal used the vehicles spill kit to provide inlet protection to the adjacent catch basin as well as absorbent pads and absorbent powder to the spilled diesel which prevented the diesel fuel from traveling into the stormwater conveyance system. DM Disposal also coordinated with Pro-Vac to perform the clean-up effort on the contaminated areas and the catch basin. City PW-Ops remained onsite until the clean-up was completed and approved. Notified Ecology Southwest Regional Office and submitted spill report.