

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 Cathy Rosen Title Public Works Director Date 29-Mar-11

Name _____ Title _____ Date _____

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*. **Ecology cannot accept incomplete or partially completed Annual Report forms.**

If you met the permit requirement by the deadline in the permit...	<p>Mark Y in the Y/N/NA field.</p>
If you did not meet the permit requirement by the deadline in the permit.....	<p>Mark N 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>
If the permit requirement does not apply to you or is not yet due.....	<p>Mark NA 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

I. Permittee Information	
Permittee Name City of Oak Harbor	Permittee Coverage Number WAR04-5554
Contact Name Steve Bebee	Phone Number (360) 279-4764
Mailing Address 865 SE Barrington Dr.	
City Oak Harbor	State Zip + 4 WA 98277
Email Address sbebee@oakharbor.org	

II. Regulated Small MS4 Location							
Jurisdiction Oak Harbor	Entity Type: Check the box that applies						
	<table border="1"> <thead> <tr> <th>County</th> <th>City/Town</th> <th>Other</th> </tr> </thead> <tbody> <tr> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>	County	City/Town	Other		X	
County	City/Town	Other					
	X						
Major Receiving Water(s) Oak Harbor Bay							

III. Relying on another Governmental Entity	
<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>	
Name of Entity:	Permit Obligation(s):

VI. Status Report Covering Calendar Yr: _____

Jurisdiction Name: _____

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. Attached annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			2010 Stormwater Management Program Update
2. Attached a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period, and implications for the SWMP as per S9.E.3?	Y		Only 1 annexation in 2010	Annexations
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 uses a utilities maintenance software program (GBA) to track all cost and maintenance associated to the City's Storm Water system.	

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		Our education program targets specific businesses, community groups, and residents.	
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		Distributed info at an open house for Home Owners Associations, property managers and landscapers. Letters about our new storm water ordinance were sent to 237 businesses.	
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		Was able to make 35 presentations to 1,537 people with school programs, seminars, meetings, conferences, civic and community groups, festivals and farmer's markets. Put up displays at public library and city hall. Published	
7b.	Number of activities implemented:		82		
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		A survey was included in utility inserts to 7,000 residents. Another survey is used to test knowledge before classroom storm water presentations.	
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		The City held a public meeting on June 30th to give our citizens opportunities to make comment and to have input on the cities SWMP. This meeting was advertised in the Whidbey News Times.	
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		The City held a public meeting on June 30th to give our citizens opportunities to make comment and to have input on the cities SWMP. This meeting was advertised in the Whidbey News Times	

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		City web site	
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y		The annual reports for years 2007,2008 were placed on the City web page on 3/9/10.	
12b.	NOTE website address in <i>Attachment</i> field:				http://www.oakharbor.org
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		During summer months our storm drain staff actively takes fecal samples of stormwater and also inspects all open ditches to track failed septic systems. We also dye test businesses if suspected illicit connection are suspected.	
14.	Developed and currently maintain a map of your MS4? (Required by February 16, 2011, S5.C.3.a)	Y			
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			
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)	Y			
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)	Y			

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 by February 16, 2011, S5.C.3.a.iii)</i>	Y			
18.	Map has been made available upon request? <i>(S5.C.3.a.iv)</i>	Y			
19.	Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? <i>(Required by August 15, 2009, S5.C.3.b)</i>	Y		The City adopted it's IDDE Ordinance on November 17, 2009. The City also submitted a G-20 for not making the August deadline.	
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 by August 19, 2011, S5.C.3.c)</i>	NA		The City Stormdrain Dept. purchased over \$2,000 in spill clean up kits and aborbant for spills. When notified of a spill both the stormwater staff as well as fire respond. Thoughout the dry season our staff takes samples, walk ditches, and inspect all detention facilities in the City. we also spend time with other departments in the City and train them on how to identify illicit discharges.	
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 by August 19, 2011, S5.C.3.c.i)</i>	NA			

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		
23.	Prioritized receiving waters for visual inspection? (<i>Required</i> by February 16, 2010, S5.C.3.c.ii)	Y	The City only has one major location for receiving waters (Oak Harbor Bay) the other areas that our stormwater discharges into is ditches that ether go into wetlands or a golf course.	
24.	Conducted field assessments for three high priority water bodies? (<i>Required</i> by February 16, 2011, S5.C.3.c.ii)	N	The City of Oak Harbor only has one water body to inspect (Oak Harbor Bay) We have completed the assessment on it.	
25.	Conducted field assessments on at least one high priority water body? (<i>Required</i> annually after February 16, 2011, S5.C.3.c.ii)	NA		
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		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 by August 19, 2011, S5.C.3.c.iv)</i>	NA		
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		
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		
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		
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:		0	
31c.	Number of follow-up actions taken in response to calls:		0	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
32	Maintained a hotline or other reporting number for public reporting of illicit discharges, including spills? (<i>Required</i> by February 15, 2009, S5.C.3.d.ii)	Y		We have had a spill hotline months before the required deadline. We have advertised this number in various ways such as news paper, local government channels and web page. All of our calls have come from people calling 911 or I receive a call from our Fire Chief.	
32b.	NOTE hotline number in <i>Comments</i> field	y		(360) 279-4764	
33	Tracked the number of illicit discharges, including spills, identified? (<i>Required</i> by August 19, 2011, S5.C.3.e)	Y		8 were called into the DOE and the other 20 were calls that ether came into public works or the fire department but were determined non reportable.	
33b.	Number of illicit discharges identified:		28		
34	Tracked the number of inspections made for illicit connections? (<i>Required</i> by August 19, 2011, S5.C.3.e)	NA		The City Hire a part time Code Enforcement Officer just for illicit inspections. He is tracking all of his inspections and enforement records.	
34b.	Number of inspections:		NA		
35	Received feedback from IDDE public education efforts? (<i>Required</i> by August 19, 2011, S5.C.3.e)	NA			
36	Attached 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:		1		
37c.	Number of staff trained:		25		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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		1) After the storm. 2)Spills and skills. 3) NPDES webcast.	
38b.	Number of trainings provided:		5		
38c.	Number of staff trained:		6		
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? (<i>Required</i> by February 16, 2010, S5.C.3.f.ii.)	Y			
39b.	Number of trainings provided:		1		
39c.	Number of staff trained:		46		
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? (<i>Required</i> by February 16, 2010, S5.C.4)			The City adopted a revisions to chapter 12 of the City stormwater code. The revision changes were all related to Illicit discharges and enforcement.	
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required</i> by February 16, 2010, S5.C.4)	Y		OHMC 12.30.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
42 Applied stormwater runoff program to private and public development, including roads? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		OHMC 12.30.	
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 by February 16, 2010, S5.C.4)</i>	Y		OHMC 12.30.	
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 by February 16, 2010, S5.C.4.a)</i>	Y		City code 12.30.510 and 12.30.515 were adopted to cover this area	
45 Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? <i>(S5.A.4)</i>	Y		OHMC 12.30.	
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 by February 16, 2010, S5.C.4.a.i)</i>	Y		OHMC 12.30.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
47 The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? (<i>Required</i> by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	Y		OHMC 12.30.	
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)	N		No exceptions or variances were granted under OHMC 12.30	
48b. If so, how many were granted?		N		
49 The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? (<i>Required</i> by February 16, 2010, S5.C.4.a.ii)	Y		OHMC 12.30.	
49b. Cite documentation to meet this requirement in <i>Attachment</i> field:	Y			OHMC 12.30

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
50	The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? (<i>Required</i> by February 16, 2010, S5.C.4.a.iii)	Y	OHMC 12.30	
51	The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? (<i>Required</i> by February 16, 2010, S5.C.4.a.iv)	Y	OHMC 12.30.540(5) allows for LID practices in compliance with the LID Technial Manual. Site specific adjustments to BMPs may be approved under 12.30.575.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
52 If the ordinance or regulatory mechanism allows construction sites to apply the Erosivity Waiver 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		Erosivity waiver not allowed under OHMC 12.30	
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)	Y			
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)	Y		OHMC 12.30	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
55	Reviewed Stormwater Site Plans for new development and redevelopment projects? <i>(Required by February 16, 2010, S5.C.4.b.i)</i>	Y			
55b.	Number of site plans reviewed during the reporting period:		7		
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 Determining Construction Site Sediment Potential? <i>(Required by February 16, 2010, S5.C.4.b.ii)</i>	Y			
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		0		
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 by February 16, 2010, S5.C.4.b.iii)</i>	Y			
57b.	Number of sites inspected during the construction phase for the reporting period:		6		
58	Enforced as necessary based on the inspection at new development and redevelopment projects? <i>(Required by February 16, 2010, S5.C.4.b.iii)</i>	Y			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
58b. Number of enforcement actions taken during the reporting period:		0		
59 Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? (<i>Required</i> by February 16, 2010, S5.C.4.b.iv and v)	Y			
59b. Number of qualifying sites known during the reporting period:		6		
59c. Number of qualifying sites inspected during the reporting period:		6		
60 Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? (<i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			
61 Enforced regulations as necessary based on the inspection? (<i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			
61b. Number of enforcement actions taken during the reporting period:		0		
62 Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (<i>Required</i> by February 16, 2010, S5.C.4.b.vi)	Y			
63 Did the Permittee choose to allow construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	NA			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
63b. If yes, how many waivers were allowed ?		0		
64 Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (<i>Required</i> by February 16, 2010, S5.C.4.c)	Y			
65 Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (<i>Required</i> by February 16, 2010, S5.C.4.c.i)	Y		OHMC 12.30	
66 Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (<i>Required</i> by February 16, 2010, S5.C.4.c)	Y			
66b. Number of sites inspected during the reporting period:		2		
66c. Number of structural BMPs inspected during the reporting period:		2		
66d. Number of enforcement actions taken during the reporting period:		0		
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 2005 Stormwater Management Manual for Western Washington ? (<i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
68	Performed timely maintenance as per S5.C.4.c.ii? <i>(Required by February 16, 2010, S5.C.4.c.ii)</i>	Y		The City inspects all facilities within Oak Harbor.	
68b.	Attached documentation of any maintenance delays. <i>(Required by February 16, 2010, S5.C.4.c.ii)</i>	NA			
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 by February 16, 2010, S5.C.4.c.iii)</i>	Y			
70	If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii? <i>(Required by February 16, 2010, S5.C.4.c.iii)</i>	NA		Inspect all facilities annually	
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 by February 16, 2010, S5.C.4.c.iv)</i>	Y			
71b.	Number of facilities inspected during the reporting period:		262		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
72 Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? (<i>Required</i> by February 16, 2010, S5.C.4.d)	Y			
73 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.e)	Y			
74 All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement were trained to conduct these activities? (<i>Required</i> by February 16, 2010, S5.C.4.f)	Y		On March 17, 2011 the City certified and recertified 10 employees. The class was the ECO 3 CESCL training.	
74b. Number of trainings provided:		1		
74c. Number of staff trained:		10		
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)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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> ? (Required by February 16, 2010, S5.C.5.a)	Y			
77	Performed timely maintenance as per S5.C.5.a.ii? (Required by February 16, 2010, S5.C.5.a.ii)	Y			
77b.	Attached documentation of any maintenance delays. (Required by February 16, 2010, S5.C.5.a.ii)	NA			
78	Designed a program to annually inspect and maintained all stormwater treatment and flow control facilities (other than catch basins)? (Required by February 16, 2010, S5.C.4.c.iii)	Y			
78b.	Number of known facilities:		262		
78c.	Number of facilities inspected during the reporting period:		262	Annually	
79	If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? (Required by February 16, 2010, S5.C.5.b)	NA			
80	Conducted spot checks of stormwater facilities after major storms? (Required by February 16, 2010, S5.C.5.c)	Y		The City inspects all facilities inside city limits annually and maintains records. Spot checks are completed as needed after major storm events	
80b.	Number of known facilities:		3		
80c.	Number of facilities inspected during the reporting period:		20		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? (<i>Required</i> by February 16, 2010, S5.C.5.d)	Y			
81b.	Number of known catch basins:		2,706		
81c.	Number of inspections:		981		
81d.	Number of catch basins cleaned:		981		
82	Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? (<i>Required</i> by February 16, 2010, S5.C.5.f)	Y		The City purchased a new regenerative air sweeper. At this time the sweeper is scheduled for use on city streets 2 days a week.	
83	Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? (<i>Required</i> by February 16, 2010, S5.C.5.g)	Y		Stormwater Facility Maintenance Manual.	
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</i> by February 16, 2010, S5.C.5.h.)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
84b.	Number of trainings provided:		1		
84c.	Number of staff trained:		51		
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			
86	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	NA			
87	Complied with the specific requirements identified in Appendix 2? (S7.A)	NA			
88	Attached status report of TMDL implementation? (S7.A)	NA			
89	Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA			
90	Took appropriate action to correct or minimize discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment? (G3)	Y			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
90b. Attached 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		None required	
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)	Y		<p>The City of Oak Harbor needed to have developed an ordinance to effectively manage stormwater regulations related to development activities no later than February 16, 2010. This ordinance was introduced to the City Council on February 2, 2010 and was scheduled for final adoption by the City Council at their February 16, 2010.</p> <p>state law requires us to notice the SEPA for 15 days, and then the determination (DNS) can be issued at the end of those 15 days. The ordinance was adopted and took effect on May 4, 2010.</p>	G-20 report letter
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		The City had 8 spills that were called into the State's reporting system.	
93 Attached 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)	Y			See attached.

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
94	Attached 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)	Y		See attached.

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

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)	Who/how to contact for additional information?
1. No information to report	
2.	
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation (S8.B & S9)

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	The City hired a full time environmental educator and a part time code enforcement officer. Our environmental educator has implemented 82 programs in her efforts to help reduce pollution to Oak Harbor Bay. BMP activities such as stenciling, car wash kits and catch basin buttons.
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	The City developed a Stormwater Facility Maintenance Manual. This manual was developed to assist city employees on proper ways (BMP'S) to complete their tasks and having little to no impacts to the environment to the MEP.

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)	Y		Oak Harbor's Monitoring Program
1b. Attach site maps and descriptions. (S8.C.2.a)	y		Oak Harbor's Monitoring Program
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)	Y		Oak Harbor's Monitoring Program
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring. (S8.C.2.a.ii)	y		Oak Harbor's Monitoring Program
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	Y		Oak Harbor's Monitoring Program
3b. Attach a copy of the monitoring plan.	y		Oak Harbor's Monitoring Program
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	Y		Oak Harbor's Monitoring Program
4b. Attach 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		Oak Harbor's Monitoring Program