



Water Quality Program

Permit Submittal Electronic Certification

Permittee: LAKE STEVENS CITY

Permit Number: WAR045523

Site Address: 1812 MAIN ST
Lake Stevens, WA 98258

Submittal Name: MS4 Annual Report Phase II Western

Version: 1

Due Date: 3/31/2018

Questionnaire

Number	Permit Section	Question	Answer
1	S5.A.2	Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2)	2018 SWMP_Lake StevensDRAFT_1_0222 2018035311
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
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.	Lake Stevens Annual Report Fin_5_03062018085410
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
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)	Draft SWMP posted on the City's website for comment over multiple month's time.
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.lakestevenswa.gov/459/NPDES-Phase-II-Permit
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)	Yes
12b		Cite the Prohibited Discharges code reference	11.06.100 Prohibited, Allowable, and Conditional Discharges and Connections
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	ILLICIT CONNECTION AND ILLICIT DISCHARGE FIELD SCREENING AND SOURCE TRACING GUIDANCE MANUAL - Prepared for Washington State Department of Ecology by King County, the Washington Stormwater Center, and Herrera Environmental Consultants, Inc.
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)	62
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)	(425)334-1012
15b	S5.C.3.c.ii	Number of hotline calls received.	17
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)	Annual IDDE training for field staff. Education and Outreach materials funded by the City of Lake Stevens and created by the Snohomish Conservation District on proper disposal of yard waste. Continuing management of the "I LOVE LAKE" campaign.
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)	8
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	IDDE RESPONSE SUMMARY 2017_20_03152018105 805
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
23b	S5.C.4.a.i-iii	Cite code reference for revised ordinance or other enforceable mechanism to address runoff from new development, redevelopment and construction sites.	2014 Revised Stormwater Management Manual for Western Washington
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.	17
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.	17
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.	17
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)	0

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.	No
38b	S5.C.4.c.vi	Attach documentation of any maintenance delays. (S5.C.4.c.vi)	LakeStevens_MaintDelay2017_38b_03282018071359
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	Updated and implemented maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the Stormwater Management Manual for Western Washington (as amended 2014). (Required no later than December 31, 2016, except no later than June 30, 2017 for Permittees in Lewis and Cowlitz counties, and no later than June 30, 2018 for the City of Aberdeen, S5.C.5.a).	Yes
44	S5.C.5.a	Applied a maintenance standard that is not specified in the Stormwater Management Manual for Western Washington.	Not Applicable
45	S5.C.5.a.ii	Performed timely maintenance per S5.C.5.a.ii.	No
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)	88
46c	S5.C.5.b	Number of facilities inspected during the reporting period. (S5.C.5.b)	88
46d	S5.C.5.b	Number of facilities for which maintenance was performed during the reporting period. (S5.C.5.b)	18
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)	Yes
49b	S5.C.5.d	Number of known catch basins.	4755
49c	S5.C.5.d	Number of catch basins inspected during the reporting period.	203
49d	S5.C.5.d	Number of catch basins cleaned during the reporting period.	340
50	S5.C.5.d.i-ii	Attach documentation of alternative catch basin cleaning approach, if used. (S5.C.5.d.i or ii)	City of Lake Stevens Catch bas_50_030620181030 54
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)	No
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)	LS TMDL SUMMARY 2017_55_03212018034 532
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.	3
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)	Yes
67	G20	Number of non-compliance notifications (G20) provided in reporting year.	4

67b	G20	List the permit conditions described in non-compliance notification(s).	S5.C.4.a, S5.C.4.f, Appendix 2, Section S7
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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 gather and evaluate 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 knowing violations.

Leah Everett

3/28/2018 2:32:53 PM

Signature

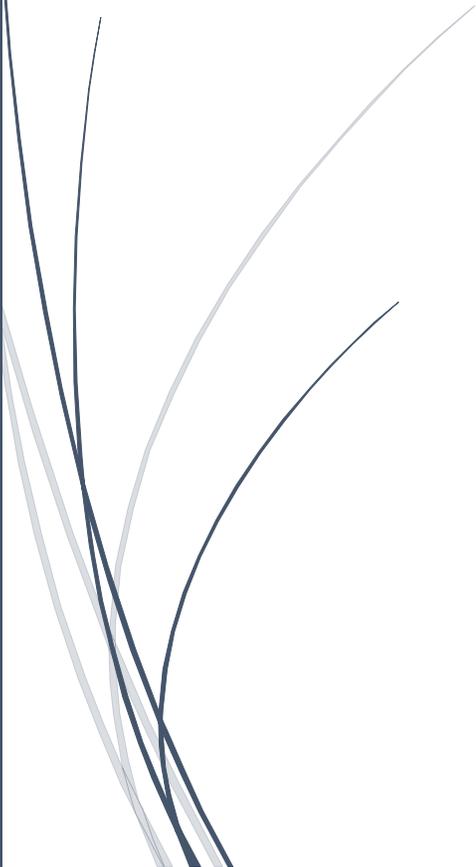
Date



1/1/2018

City of Lake Stevens Surface Water Management Program

Permit Term August 1, 2013 – July
31, 2018



City of Lake Stevens

1812 MAIN STREET, LAKE STEVENS, WA 98258

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Purpose

The National Pollutant Discharge Elimination System (NPDES) Permit (Permit) is a federal permit that regulates stormwater and wastewater discharges to waters of the State. While it is a federal permit, the regulatory authority has been passed to the Washington State Department of Ecology (Ecology) for program implementation. The first term of the modern Western Washington Phase II Municipal Stormwater Permit began in January of 2007 and ended in 2012. The current permit term was initially five years, beginning on August 1, 2013 and ending on July 31, 2018. In 2017 the Ecology announced that the current permit will be extended an additional year.

The Permit requires that all regulated municipalities create and implement a Stormwater Management Program (SWMP), which addresses five required program elements:

- 1) Public Education and Outreach,
- 2) Public Involvement and Participation,
- 3) Illicit Discharge Detection and Elimination,
- 4) Controlling Runoff from New Development, Redevelopment and Construction Sites and,
- 5) Municipal Operations and Maintenance

Select cities, such as the City of Lake Stevens, are required to provide additional actions applicable to Total Maximum Daily Load (TMDL) requirements. This SWMP Plan describes the current TMDL monitoring program, and how this program will be implemented in the upcoming calendar year.

The SWMP shall be designed to reduce the discharge of pollutants from the regulated small municipal separate storm sewer system (MS4) to the maximum extent practicable (MEP) and meet state AKART (all known and reasonable technologies) requirements and protect water quality.

Background

The City of Lake Stevens is in Snohomish County, east of the City of Everett, south of the City of Arlington and north of the City of Snohomish. Major access points to Lake Stevens include US-2 (“the Trestle”), Highway 9, and Highway 92. Lake Stevens has the largest freshwater lake in Snohomish County, and has a growing population of approximately 30,000 people. Much of the city is comprised of residential neighborhoods, with Frontier Village, the major shopping center, located in the western portion of the city. A small light-industrial area is in the northeast portion of the city off Hartford and Old Hartford Road(s).

Much of Lake Stevens is a part of the Lake Stevens watershed, with the remainder of the City (west of the Lake Stevens watershed) falling within the Snohomish River Watershed. The Lake Stevens watershed covers 3,485 acres, which is approximately a 4:1 ratio of watershed to lake surface area. The Lake itself covers 1013 acres and has a maximum depth of 150 feet with an average depth of 62 feet. The contributing creeks to Lake Stevens are Stevens, Lundeen, Kokanee, and Stitch Creek. The singular outlet for Lake Stevens is Catherine Creek, which is located at the northeastern corner of the lake near downtown Lake Stevens.

Traditionally, Lake Stevens has suffered from high phosphorus as its main pollutant of concern. A Total Maximum Daily Load (TMDL) clean up requirement exists for this water quality parameter. In response to this, the City of Lake Stevens and Snohomish County installed a hypolimnetic aerator into Lake Stevens in 1994 to improve conditions for binding phosphorus to iron in lake sediment. As of 2017, this aerator was removed from the lake due to unsurmountable mechanical difficulties resulting from the end of the lifespan of this device. In 2013, in response to the findings of a lake sediment core study and the faltering aerator system the City of Lake Stevens began using aluminum sulfate (alum) as its primary phosphorus management technique. Currently, the lake is treated yearly using small doses of alum to control phosphorus with significant success.

Coordination

S5.A.5.a : The City of Lake Stevens borders the Cities of Marysville and Unincorporated Snohomish County. The City of Marysville is a Phase II Permittee and Snohomish County is a Phase I Permittee. The primary mechanism for external coordination is the North Sound Permit Coordinators meetings. These quarterly meetings create a forum to coordinate stormwater management activities for shared water bodies among Permittees, and avoid conflicting plans, policies and regulations. External coordination is also accomplished through the Status and Trends Monitoring Option #1 of section S8 in the Phase II Municipal Permit.

The City coordinates with the Lake Stevens Fire Department (District 8) for illicit discharge spill response. The Fire Department has a Hazardous Materials Team and works as a part of the countywide response team.

The City also coordinates with Snohomish County, Department of Ecology and STORM (a regional educational outreach group) to provide education and outreach programs. See a full description of those programs in the Education and Outreach section of this SWMP Plan.

S5.A.5.b: Within the City, the Stormwater division is the main work group responsible for Permit implementation. The primary mechanism for internal coordination is engagement with other City working groups through meetings and direct involvement in activities, thereby providing direct support or clarification when needed and reducing barriers to Permit compliance. Table 1 is a general overview of the Permit requirements and the City departments, or partners, which are responsible for each requirement. See Appendix 1 for City organizational charts.

Table 1 Overview of Responsibilities

Permit Section	Title	Division(s) Responsible
S5.C.1	Public Education and Outreach	Lake Stevens Public Works (Stormwater) Lake Stevens School District Snohomish Conservation District Sound Salmon Solutions Adopt-A-Stream
S5.C.2	Public Involvement and Participation	Lake Stevens Public Works (Stormwater)
S5.C.3	Illicit Discharge Detection and Elimination	Lake Stevens Public Works (Stormwater) Lake Stevens Sewer District All City Staff (reporting incidents) Lake Stevens Fire (District 8)
S5.C.4	Controlling Runoff from New Development, Redevelopment and Construction Sites	Lake Stevens Public Works (Stormwater) Community Development Department
S5.C.5	Municipal Operations and Maintenance	Lake Stevens Public Works

Lake Stevens Public Works

The Public Works Department is the primary work group responsible for Permit implementation. This department houses the Stormwater Engineering Technician, who creates permit related submittals, plans, reports and records. All Stormwater Inspections are performed by the City’s Construction Inspector.

The Stormwater Engineering Technician implements in-house training efforts and assists other departments to receive external training when needed/appropriate. In-house training for all PW Crews on Best Management Practices (BMP) and Illicit Discharge Detection and Elimination (IDDE) are typically held annually. While these trainings are utilized to convey the primary subject matter, they are also used to relay overall Permit concepts, changes in requirements and supporting documents like the Stormwater Pollution Prevention Plan (SWPPP) or BMP Documents.

The Stormwater Maintenance Division is managed by two leads, who are in turn managed by the Public Works Director. The Stormwater Engineering Technician works closely with these leads to coordinate necessary permit requirements and to prioritize tasks and timelines within the NPDES Permit. The Stormwater Maintenance Division fulfills many of the Operation and Maintenance activities required by the permit.

Planning and Community Development Department

A weekly meeting with all Community Development Divisions, Engineering and the Fire Department is attended by the Stormwater Engineering Technician. This meeting creates an open dialogue regarding current issues throughout the development process and provides a forum for coordination.

Other Departments

All staff members are responsible for reporting illicit discharges to the City's Spill Hotline.

Stormwater Management Program Components

1. Public Education and Outreach

Summary Permit Requirements

- Implement an 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.
- Create stewardship opportunities and/or partner with existing organizations to encourage residents to participate in activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings and education activities.
- Measure the understanding and adoption of the targeted behaviors for at least one target audience in at least one subject area and use the resulting measurements to direct education and outreach resources most effectively.

Planned Activities

S5.C.1.a: City staff have developed an education and outreach program that will be implemented throughout the entire City. The program was designed to educate target audiences about stormwater problems and provide specific actions they can follow to minimize these problems.

S5.C.1.a.i: To build awareness with the general public, including school-aged children and businesses, the City has several activities planned to occur in 2018:

Adopt-A-Street: The City of Lake Stevens Adopt-A-Street Litter Control Program is a stewardship program designed to clean up litter along the right of way, preventing it from being washed into the MS4. This program is organized within the Streets Division. Participating groups volunteer to remove litter from an assigned section of street. In return the Public Works Department posts permanent signs identifying the adopting group, provides safety vests, hard hats and trash bags. When the bags are filled, groups leave them at the clean-up site, and City of Lake Stevens arranges for trash collectors to pick them up.

Catch Basin Marker: The City is implementing a catch basin marker program. The City has purchased cast aluminum markers that say, "NO DUMPING – DRAINS TO LAKE." Citizens can request their storm drain to be marked and City staff.

Development Plan Review: The City adopted the *2012 Stormwater Management Manual for Western Washington as amended in 2014* (Stormwater Manual). All review staff and planners have this manual available to them. A link to the Stormwater Management Manual is provided on the City website. During the plan review process, Public Works Stormwater staff members check for adherence to Manual standards, ensuring that engineers, contractors and developers are aware of the standards.

Events: A variety of Stormwater Education and Outreach materials have been developed to use at public events. The materials explain permit requirements, stormwater pollution problems and what target audiences can do to alleviate their impact to stormwater pollution.

2018 City events include:

- Spring Clean - May
- Aquafest - July
- Truck and Treat - October

Handbooks: The “Rain Garden Handbook for Western Washington” was created by Washington State University Extension, Department of Ecology and other project partners and serves as a guide for design, installation and maintenance of rain gardens. The City has run out of the Handbooks. In 2018 the cost will be evaluated, and options for collaborating with other agencies to complete a bulk order will be explored.

Mutt Mitt Stations: Pet waste stations have been installed in City Parks. The Stations and the information associated with them educate the public on the health and environmental risks associated with poor pet waste practices. Public Works collaborates with Parks to maintain these stations. Additional pet waste stations will be purchased to increase the availability for suitable places to dispose of pet waste in public areas.

School District Education: The City of Lake Stevens is working with the Lake Stevens School District to further develop the stormwater curriculum already implemented in the district. Existing relationships with science teachers and community groups are being considered to create a more robust stormwater curriculum that meets Next Generation Science Standards.

Private Facility Inspections: The City’s Construction Inspector/Stormwater Engineering Technician contacts the owners of private commercial and residential stormwater systems. In most residential situations, everyone in the neighborhood is contacted after an inspection has occurred. This program informs owners about the stormwater system and how illicit discharges may affect the system they are responsible for maintaining. The Construction Inspector will only provide private facility inspections for facilities that are not required to be inspected as time allows. All private facilities permitted by the City after February 16, 2010 are inspected per section S5.C.4.c.iii.

General Outreach: The City participates in the regional Puget Sound Starts Here (PSSH) campaign and the Stormwater Outreach for Regional Municipalities (STORM) group. The Puget Sound Starts Here campaign was created by a partnership of regional governments dedicated to improving water quality in our local lakes, rivers, streams and ultimately Puget Sound. The campaign is run by the STORM group, which includes 57 cities and counties in conjunction with the Washington State Puget Sound Partnership and Washington State Department of Ecology. The City plans to continue attending the local Snohomish County STORM

meetings.

In 2018 Stormwater staff plans to expand the Stormwater related content on City web site and Facebook. Last year content was added to the web site to report spills. For 2018, City staff intend to increase awareness of stormwater related issues with multiple website updates and Facebook outreach posts.

S5.C.1.a.ii There are no behavior change programs planned for 2018. The “I Love Lake” program has been completed to fulfill this requirement for this permit term. The Snohomish Conservation District is working with City staff to update and refresh the “I Love Lake” program.

S5.C.1.b The City has an Adopt-A-Street program and a new Catch Basin Marker program to provide stewardship opportunities to residents.

S5.C.1.c The City (or City partners) have measured the understanding and adoption of the targeted behaviors for the “I Love Lake” program. The evaluation information was used to direct education and outreach resources most effectively for the remainder of this permit term.

2. Public Involvement and Participation

Summary Permit Requirements

- Provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities.
- Post the SWMP Plan and the annual report on the City web site no later than May 31 each year, and make other submittals available to the public upon request.

Planned Activities

S5.C.2.a. To create opportunities for the public to participate in decision-making processes involving the development, implementation and update of the SWMP Plan Stormwater staff will post requests for public comments annually. A request for comments will be added onto the City utility bills, posted on the front page of the City web site, added to the Stormwater web page and posted to the City's social media sites. The SWMP will be available for review and comment in January and February of 2018.

S5.C.2.b. The SWMP Plan and the annual report required under S9.A are posted on the Stormwater web page titled "NPDES Phase II Permit" no later than May 31 each year (<http://www.lakestevenswa.gov/459/NPDES-Phase-II-Permit>). All other submittals are available to the public upon request.

3. Illicit Discharge Detection and elimination

Summary Permit Requirements

- Mapping the Municipal Separate Storm Sewer System (MS4) on an ongoing basis, with periodical updates as needed.
- Implement an ordinance or other regulatory mechanism to prohibit non-stormwater, illicit discharges into the MS4 to the maximum extent allowable under state and federal law.
- Implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the MS4.
- Implement an ongoing program to address any illicit discharges, including spills and illicit connections, into the MS4.
- Train staff members that are responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges to conduct these activities.

Planned Activities

S5.C.3.a Mapping of the MS4 is done using Geographic Information System (GIS) software called ArcGIS. Mapping information is updated on an ongoing basis. A Global Positioning System (GPS) is also used in the field to verify the accuracy of the digitization of public and private systems.

The City's GIS system includes but is not limited to the following information:

- Known MS4 outfalls and known discharge points
- Receiving waters, other than ground water
- Stormwater treatment and flow control BMPs/facilities owned or operated by the City
- Stormwater pipe (type, material, and size where known)
- Associated drainage areas
- Land use
- Areas served by the MS4 that do not discharge stormwater to surface waters
- All connections to the MS4 authorized or allowed by the Permittee after February 16, 2007
- Connections between the MS4 owned or operated by the Permittee and other municipalities or public entities.

S5.C.3.b Lake Stevens Municipal Code (LSMC) Chapter 11.06.090 - Illicit Discharge Detection and Elimination (IDDE), was updated to reflect the requirements in the current Permit. Chapter 11.06 and other related sections in LSMC are used to prohibit non-stormwater illicit discharges into the MS4. This Chapter is enforced by the Stormwater Division and the Code Enforcement Officer. The IDDE chapter includes a list of acceptable discharges, conditionally acceptable discharges and prohibited discharges.

S5.C.3.c The City will continue to implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the City's MS4 using the methods described in section S5.C.3c.i below.

S5.C.3.c.i To detect and identify non-stormwater discharges and illicit connections to the MS4, the City has adopted the methods described in the *Illicit Connection and Illicit Discharge Filed Screening and Source Tracing Guidance Manual* prepared for Washington State Department of Ecology by Herrera Environmental Consultants in May 2013. Methods implemented include IDDE screening practices during regularly scheduled inspections, and daily work activities.

The City must conduct field screening of at least 40% of the MS4 by December 31, 2017 and 12% of the system thereafter. To meet this requirement, Stormwater staff had to determine a reasonable method for quantifying the percentage of MS4 screened. After reviewing the definition of a MS4 in the Permit, a circuit approach as outlined in the Washington State Department of Ecology’s *Catch Basin Inspection Alternatives for Phase I and II Municipal Stormwater Permittees* (Publication Number: 13-10-019) was chosen as a proxy measure to represent the MS4 in conjunction with consulting the Regional Stormwater Permit Manager.

The City catch basin inspections will serve as the primary IDDE screening method. Stormwater staff used GIS information to verify which streets do, and do not, have catch basins. The total number of outfalls in the City were determined, and a circuit map for each outfall was made. A total of 71 outfalls exist. Each circuit was inspected at or above the statistically significant value of 25% of catch basins per DOE recommendation. This yields a percentage of MS4 field screened.

Table 2 S5.C.3.c.i - 40% Field Screening Quantification

Year	Outfall Catch Basin Circuits Inspected	Percentage of MS4 Screened
2014	15	21%
2015	N/A	21%
2016	N/A	21%
2017	53	96%

To ensure all areas of the City are screened for illicit discharges, Stormwater staff members will emphasize awareness of IDDE during daily activities as part of IDDE training so that the remaining areas of the City are informally screened. Historically, staff members have found more incidents of illicit discharges during their daily work activities than any other method of detecting discharges. Stormwater treatment and flow control BMPs/facilities will also be screened during the normally scheduled annual inspections.

S5.C.3.c.ii The City will maintain the spill reporting hotline in 2018. The hotline number connects to the Stormwater Engineering Technician during business hours. After hours, the on-call Public Works staff will respond. The City keeps records of all calls received and follow-up actions taken.

The City also maintains a “Report/Request Water Quality Investigation” web page. From the City home page, a resident can click the main “HOW DO I...” drop down menu. Under the reporting section, they click “Water Quality Investigation” and a form automatically opens. Once the form is filled out, the request is sent to the Stormwater Engineering Technician. The Stormwater Engineering Technician then investigates the report and determines the appropriate course of action to rectify the situation.

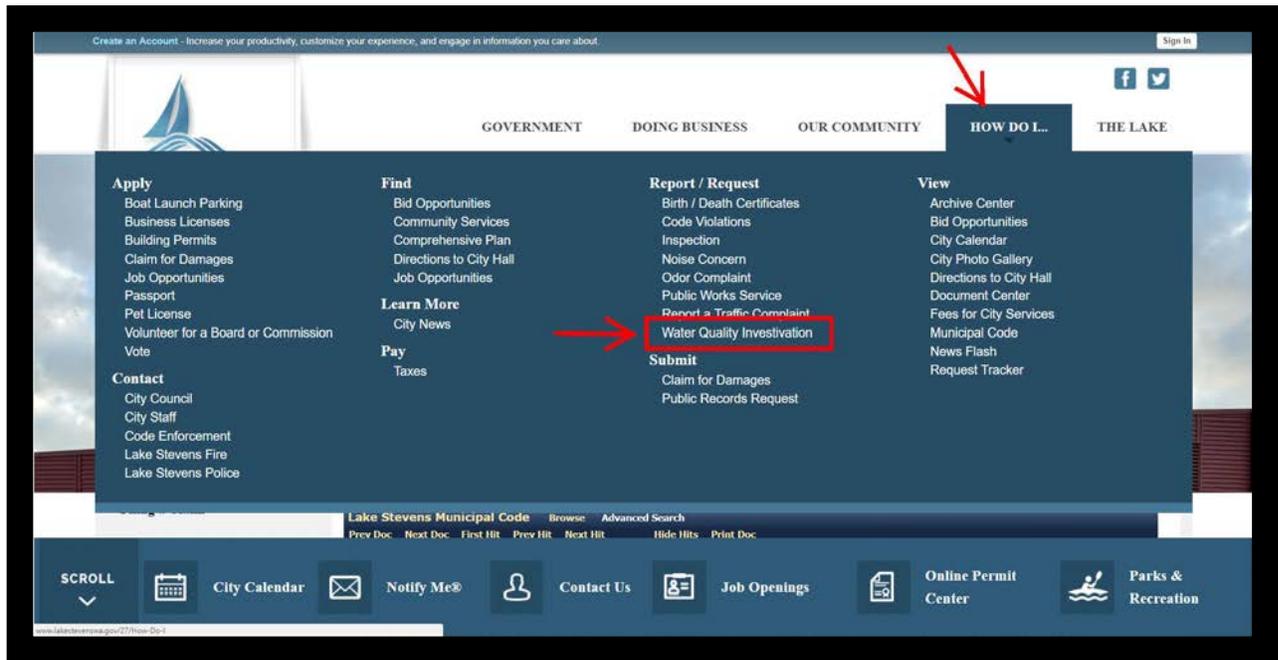


Figure 1 City of Lake Stevens Website

S5.C.3.c.iii In 2018 Stormwater staff plan to conduct training for municipal field staff, which as part of their normal job responsibilities might encounter or otherwise observe an illicit discharge or illicit connection to the MS4. Follow-up training will be provided as needed to address changes in procedures, techniques, requirements, or staffing. A record of the content of the training and the staff members trained will be kept for each training event.

S5.C.3.c.iv Stormwater staff will inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste through staff trainings, the Local Source Control program and other education and outreach materials (described in the Education and Outreach section).

S5.C.3.d Public Works will implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the City's MS4.

S5.C.3.d.i A written procedure for characterizing the nature of and potential public or environmental threat posed by an illicit discharge was updated in 2017. The procedures follow the guidance in *Illicit Connection and Illicit Discharge Filed Screening and Source Tracing Guidance Manual* prepared for Washington State Department of Ecology by Herrera Environmental Consultants in May 2013. All illicit discharges, including spills, which may constitute a threat to human health, welfare, or the environment, are investigated immediately. All other investigations, or referring of investigations, will occur within 7 days of receiving a complaint, report or monitoring information indicating an illicit discharge.

S5.C.3.d.ii A written procedure for tracing the source of an illicit discharge was updated in 2017. The procedures follow the guidance in *Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual* prepared for Washington State Department of Ecology by Herrera Environmental Consultants in May 2013. The procedures include visual inspections, opening manholes, using mobile cameras, and collecting and analyzing water samples. All field investigations will occur within 21 days of any report or discovery of a suspected illicit connection to determine the source of the connection, the nature and volume of discharge through the connection, and the party responsible for the connection.

S5.C.3.d.iii Written procedures for eliminating the illicit discharge were updated in 2017. The procedures follow the guidance in *Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual* prepared for Washington State Department of Ecology by Herrera Environmental Consultants in May 2013. Procedures include notifying appropriate authorities and the property owner, providing technical assistance for eliminating the discharge, follow-up inspections, escalating enforcement and legal actions if the discharge is not eliminated. If an illicit connection is found the enforcement actions specified in MMC will be used to eliminate the illicit connection within 6 months.

S5.C.3.d.iv. IDDE records are reviewed annually to ensure all timelines outlined in the Permit have been met.

S5.C.3.e. All staff responsible for identification, investigation, termination, cleanup and reporting illicit discharges, including spills, and illicit connections have received trainings based on the *Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual*, by Herrera Environmental Consultants, May 2013 for initial training on these activities. IDDE training will continue to be implemented by the Stormwater staff members. Trainings developed by others will also be attended, as available, including training opportunities sponsored by the Department of Ecology, HAZWOPER refresher classes, ECOSS and the Washington State Stormwater Conference.

S5.C.3.f Stormwater staff track and maintain records of the activities conducted to meet the requirements of this section.

4. Controlling Runoff from New Development, Redevelopment and Construction Sites

Summary Permit Requirements

- Implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects.
- Implement a program that includes a permitting process with site plan review, inspection and enforcement capability.
- Implement a program that includes provisions to verify adequate long-term operation and maintenance (O&M) of stormwater treatment and flow control BMPs/facilities.
- Train staff members that are 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.
- By December 31, 2016 review and revise City development-related codes, rules, standards, or other enforceable documents to incorporate and require LID principles and LID BMPs. The intent of the revisions shall be to make LID the preferred and commonly used approach to site development.

Planned Activities

S5.C.4.a The Stormwater Division and Community Development Department will continue to implement Ordinance 1010 to addresses runoff from new development, redevelopment, and construction projects. This ordinance adopted the *2012 Stormwater Management Manual for Western Washington, as amended in 2014* (Stormwater Manual) as the City's stormwater design manual. Lake Stevens Municipal Code (LSMC) Title 11.06 requires the use of the thresholds and definitions in Appendix 1 and provides the legal authority to inspect and enforce maintenance standards for private stormwater facilities.

S5.C.4.b Stormwater Division and Community Development Department will implement the permitting process that includes site plan review, inspection and enforcement capability. All development plans received are reviewed by Planning and Public Works staff tasked with plan review for compliance with municipal code and adherence to technical requirements specified in Appendix 1 of the Stormwater Manual. Information and reviews of development plans are entered into the City's PermitTrax database.

An inspection program is implemented for both private and public projects, and is completed by the Stormwater Engineering Technician and Construction Inspector. The Stormwater Engineering Technician meets with Planning and Community Development staff on a weekly basis to discuss ongoing construction projects. The Construction Inspector conducts inspections based on Appendix 7, Determining Construction Site Sediment Damage Potential. The City has chosen to inspect all construction sites based on the criteria in Appendix 7. The Construction Inspector also inspects active construction projects weekly and plats with active home building sites every six months. The Construction Inspector verifies sediment controls are installed and functioning properly throughout the construction project. Inspectors enforce as necessary based on the inspection.

Enforcement actions include escalating procedures including verbal communication on-site during work activities, formal letters and stop work orders. These procedures are implemented per LSMC Chapter 17.20. Construction and Building Inspectors complete project checklists when a development is completed. They verify proper installation of permanent stormwater facilities.

S5.C.4.c The City uses the maintenance standards in Chapter 4 Volume V of the Stormwater Manual when conducting annual inspections of publicly or privately owned stormwater treatment and flow control BMPs/facilities. When inspections identify an exceedance of the maintenance standard a work order is created in the City's Work Management database and a responsible staff member is notified to complete the maintenance. The maintenance is completed within the timeframes listed in the Permit. Records for inspection and enforcement actions are maintained.

S5.C.4.d The Notice of Intent for Construction Activity and Notice of Intent (NOI) for Industrial Activity are made available on the City web site. A fact sheet about the online NOI Construction Stormwater General Permit is available at the City Hall front counter. Copies of the NOI for Industrial Activity are also made available at the front counter.

S5.C.4.e All staff whose primary job duties are 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. Follow-up training will be provided as needed to address changes in procedures, techniques or staffing.

S5.C.4.f In 2018, the Stormwater Division and Community Development Department will implement the local development-related codes, rules, and standards that require LID principles and LID BMPs where feasible.

S5.C.4.g The City is not included as part of a watershed selected by a Phase I county for watershed-scale stormwater planning under condition S5.C.4.c of the *Phase I Municipal Stormwater General Permit*.

Therefore, the City does not plan to participate in watershed-scale stormwater planning during this permit term.

5. Municipal Operations and Maintenance

Summary Permit Requirements

- Implement maintenance standards that are as protective, or more protective, of facility function than those specified in Chapter 4 of Volume V of the *2012 Stormwater Management Manual for Western Washington as amended in 2014*.
- Annual inspection of all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities, and taking appropriate maintenance actions in accordance with the adopted maintenance standards.
- Spot checks of potentially damaged permanent stormwater treatment and flow control BMPs/facilities after major storm events.
- Complete inspections of all catch basins and inlets owned or operated by the City at least once by August 1, 2017 and every two years thereafter.
- Implement practices, policies and procedures to reduce stormwater impacts associated with road maintenance activities and runoff from all lands owned or maintained by the City.
- Train staff members who have construction, operations or maintenance job functions that may impact stormwater quality.
- Implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City.

Planned Activities

S5.C.5.a In 2018 the City will implement the maintenance standards in Chapter 4 of Volume V of the Stormwater Manual. If the Stormwater Manual does not have a maintenance standard that applies to a stormwater facility, then the City will use the manual developed by the manufacturer of the facility. In all cases, the applicant shall provide the proposed maintenance program to the City for approval before construction of the facility occurs.

S5.C.5.b Annual inspection of all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities are completed by the Stormwater Maintenance Crew or Stormwater staff and maintenance needs are recorded. The inspections are tracked using a tablet or binder in the field. This ensures that all new facilities will be inspected each year and inspection records are maintained.

When an inspection identifies an exceedance of the maintenance standard, maintenance shall be performed per the timeframes in the Permit section S5.C.5.a. For small maintenance tasks, the staff member completing the inspection will correct the problem at the time of inspection and make note of that correction in the inspection log. For larger maintenance needs, a work order will be created and assigned to responsible staff member(s).

S5.C.5.c Facilities throughout Lake Stevens are “spot-checked” following a heavy rain event. If the storm event is a 24-hour 10-year recurrence interval or larger an alarm notification is sent to the Public Works Director. If damage is found at a City stormwater facility, all stormwater facilities that may be affected will be inspected. Repairs will be conducted based on the results of inspections.

S5.C.5.d For the 2013 to 2018 permit term all catch basins and inlets owned or operated by the City must be inspected at least once by August 1, 2017 and every two years thereafter. The Permit allows Permittees to change the catch basin inspection frequency as appropriate to meet the maintenance standards based on maintenance records of double the length of time of the new proposed inspection frequency.

Inspections will be conducted on a “circuit basis” whereby 25% of catch basins and inlets within each circuit are inspected to identify maintenance needs. This is to include an inspection of the catch basin immediately upstream of any system outfall, if applicable. Clean all catch basins within a given circuit for which the inspection indicates cleaning is needed to comply with maintenance standards established under the 2012 Stormwater Management Manual for Western Washington. There are 4,755 Catch Basins and Inlet that are owned or operated by the City. These make up 336 circuits with the number of Catch basins ranging from 1 to 157 in each circuit.

S5.C.5.e The inspection and maintenance program is designed to inspect all sites and to achieve at least a 95% inspection rate. A method for recording each maintenance activity described above has been established.

S5.C.5.f. The policies and practices to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City were implemented for consistency with the *2012 Stormwater Management Manual for Western Washington as amended in 2014* (Stormwater Manual). The various tasks that the maintenance crews partake in, including but not limited to,

- Pipe cleaning
- Cleaning of culverts that convey stormwater in ditch systems
- Ditch maintenance
- Street cleaning
- Road repair and resurfacing, including pavement grinding
- Snow and ice control
- Utility installation
- Pavement striping maintenance
- Maintaining roadside areas, including vegetation management
- Dust control

These SOPs will implement practices, policies and procedures to reduce stormwater impacts associated with runoff from lands owned or maintained by the City, and road maintenance activities under the functional control of the City.

S5.C.5.g The City will implement a training program for its employees whose primary construction, operations or maintenance job functions may impact stormwater quality. These trainings will include a combination of certification training such as CESCL, HAZWOPER and trainings as part of the monthly crew meetings addressing such topics as inspections, selection and installation of erosion control BMPs, spill response, etc. The training provided and the staff trained will be documented and recorded in the City’s “Compliance Training” spread sheet.

S5.C.5.h The City in 2011 prepared a Stormwater Pollution Prevention Plan (SWPPP) for the City

Maintenance Shop Facility. The City will review the SWPPP and update it as needed as well as review other City owned and or operated facilities to determine if they require a SWPPP and if so, prepare one for those sites. The City will perform periodic visual observation of discharges from the facilities to evaluate the effectiveness of the BMPs in place.

S5.C.5.i The City will maintain records of inspections and maintenance activities conducted as a requirement of the permit.

6. Total Maximum Daily Load (TMDL) Requirements

Summary Permit Requirements

- Inspect commercial animal handling areas and commercial composting facilities to ensure implementation of source control BMPs for bacteria and implement an ongoing inspection program to re-inspect facilities with bacteria source control problems a minimum of every three years.
- Conduct public education and outreach activities to increase awareness of bacterial pollution problems and promote proper pet waste management behavior.
- Install and maintain animal waste collection and/or education stations at City parks and other City owned and operated lands reasonably expected to have substantial domestic animal use.
- When conducting IDDE-related field screening under section S5.C.3 of the Permit include screening for bacteria sources.
- Review fecal coliform data collected under the 2007 Permit and identify one high priority area that will be the focus of source identification and elimination efforts. The source identification and elimination program shall be implemented no later than August 1, 2014. The City shall prepare written documentation of this review and the identified high priority area; documentation will be submitted with the Annual Report for 2014.
- Each Permittee shall review the fecal coliform data collected under the 2007 Permit and select surface water monitoring location(s) as appropriate for continued characterization and long-term trends evaluation of fecal coliform.

Planned Activities

Business Inspections: Inspections at commercial animal handling areas and composting facilities within the City were completed in 2015. None of the facilities had bacteria source control problems. There are no inspections scheduled for 2018.

Public Education and Outreach: The City has developed an education and outreach program per section S5.C.1. of the Permit. To build awareness about bacterial pollution several actions will target behaviors that could contribute to this type of pollution, including general information boards, participation in citywide events, the City website and school-aged stormwater curriculum. The City will conduct public education and outreach activities to increase awareness of bacterial pollution problems and promote proper pet waste management behavior. Currently:

- City website provides general information and methods for the protection of the lakes and streams including Pet Waste Disposal.
- City website provides information regarding animal control and “scooping” requirements.
- City has posted signs identifying local streams and educational signs at the parks describing the surrounding environment and the possible impacts from the public including feeding the ducks and other wildlife.
- Pet waste stations have been installed at the parks. This has decreased the amount of pet waste observed at the parks. A biodegradable bag is being used at the pet waste station.

Operations & Maintenance: Pet Waste Stations have been installed in City Parks. The Stations and the information associated with them educate the public on the health and environmental risks associated with not picking up pet waste. The Public Works Department will continue to maintain the pet waste stations and will purchase additional stations that will be installed as parks expand.

Illicit Discharge Detection and Elimination (IDDE): During any IDDE field activities, screening for bacteria sources will be included as applicable.

Targeted Source Identification & Elimination: The City has reviewed the fecal coliform data it collected from October 2008 to December 2013 per approved QAPPs under the 2007 Permit - The City has identified one high priority area (such as a tributary or a stream segment) that will be the focus of source identification and elimination efforts during this permit cycle. The area selected is the Mitchell (Kokanee) Creek Watershed mainly due to its consistently high fecal counts and a Microbial Water Quality Assessment ranking of D (A being the best and E the worst).

Sampling in the Mitchell Creek Basin will begin in 2018, see Figure 1 for a map of sampling locations. Samples are taken to the Everett Environmental Lab for analysis. Sampling events may also include testing for E. coli, pH, conductivity, turbidity, dissolved oxygen, flow rate and temperature as needed or desired on a case-by-case basis. These variables may not be recorded each sampling event because the equipment may not be available for use and/or the cost of sampling may be too high.

Based on sampling results compiled in March for the annual report, the Stormwater staff will prioritize potential bacteria pollution sources to be addressed or investigated further. The expected potential sources for further investigation are pet waste and wildlife. The sample results and past-targeted investigations should narrow the location to conduct further investigation. Investigation into potential sources may include field investigation with the Snohomish Health District, dye testing, sampling for optical brighteners, a stream walk and/or microbial source tracking. If sewer and septic systems have been ruled out as sources of pollution, then microbial source tracking may be employed to determine if contamination is coming from waterfowl or other wildlife.

In each annual report, the Stormwater staff will provide a TMDL summary including qualitative and quantitative information about the source identification and elimination activities, procedures followed and sampling results.

Sampling Locations - Kokanee Creek



Figure 2. Mitchell (Kokanee) Creek Monitoring Locations (LS01 - LS06)

Sampling Locations - Kokanee Creek

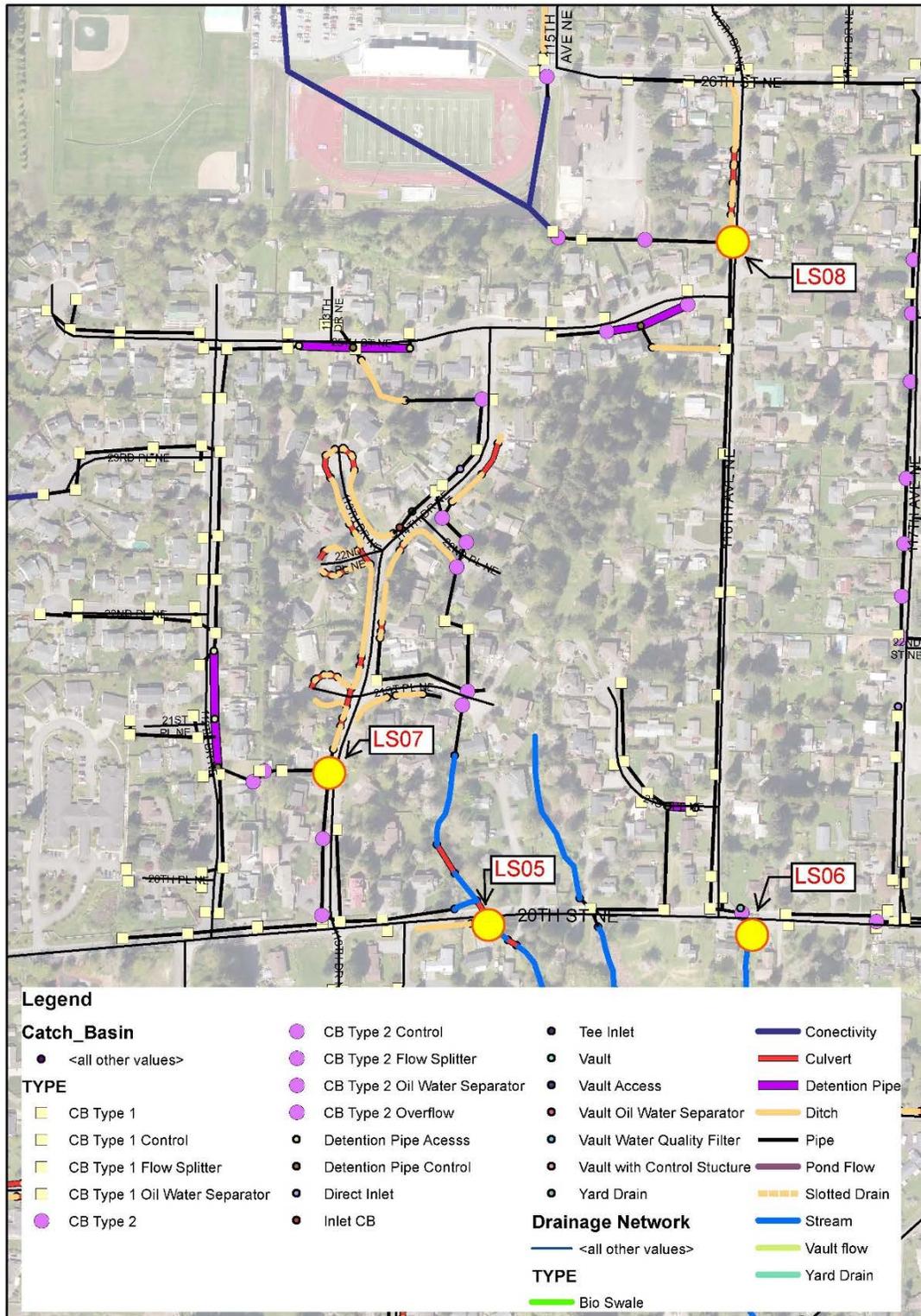


Figure 3. Mitchell (Kokanee) Creek Monitoring Locations (LS06 - LS08)

Surface Water Monitoring: Stormwater staff will continue monitoring under the approved QAPP and record the data via the Environmental Information Management (EIM) database in 2018.

Monitoring and Assessment

S8.A At this time, the City does not conduct any stormwater monitoring or stormwater-related studies other than those related and reported under the TDML component of this permit.

S8.B The city has informed ecology in writing that the city has opted to do option #1 for the duration of the permit term. This is to satisfy the City's obligations under this section (S8.B). Status and Trends Monitoring Option #1: The City will pay into a collective fund to implement RSMP small streams and marine near shore status and trends monitoring in Puget Sound. The payments into the collective fund are due to Ecology annually beginning August 15, 2014. The payment amount for the City is \$6,512.

S8.C The city has informed ecology in writing that the city has opted to do option #1 for the duration of the permit term. This is to satisfy the City's obligations under this section (S8.C). Effectiveness Studies Option #1: The City will pay into a collective fund to implement RSMP effectiveness studies. The payments into the collective fund are due to Ecology annually beginning August 15, 2014. The payment amount for the City is \$10,850.

S8.D The City will pay into a collective fund to implement the RSMP Source Identification Information Repository (SIDIR). The payments into the collective fund are due to Ecology annually beginning August 15, 2014. The payment amount for the City is \$1,006.



Stormwater Facilities



Catch basin and inlet Inspection and Maintenance Management Plan

City of Lake Stevens

Catch basin and inlet Inspection and Maintenance Management Plan

Background

The City of Lakes Stevens' (City) Western Washington Phase II Municipal Stormwater Permit (NPDES) requires the City to inspect all catch basins and inlets owned or operated by the City no later than August 1, 2017 and every two years thereafter. If the inspection finds servicing is needed to comply with maintenance standards, established in the 2012 Stormwater Management Manual for Western Washington, to perform the cleaning.

The following alternative to the standard approach of inspecting all catch basins owned and or operated by the City may be applied to all or portions of the system. Inspections may be conducted on a "circuit" basis whereby 25% of catch basins and inlets within each circuit are inspected to identify maintenance needs. This is to include an inspection of the catch basin immediately upstream of any system outfall, if applicable. Clean catch basins within a given circuit for which the inspection indicates cleaning is needed to comply with maintenance standards established under the 2012 Stormwater Management Manual for Western Washington.

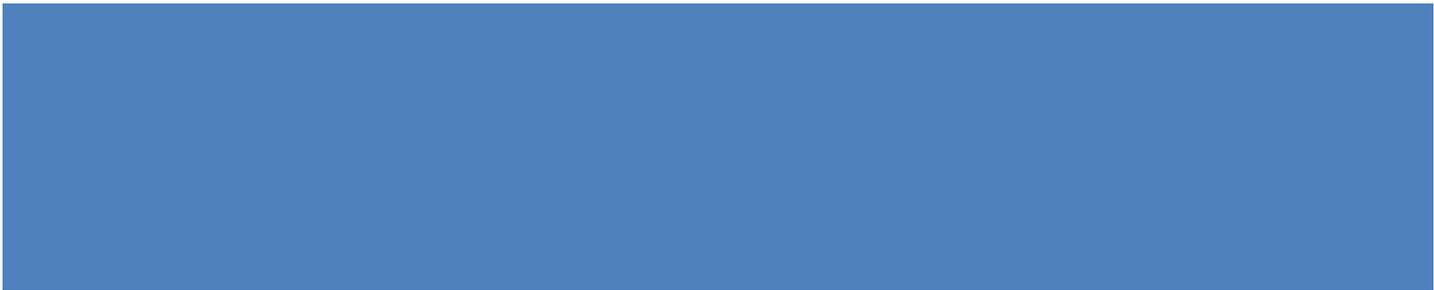
There are 4,755 Catch Basins and Inlet that are owned or operated by the City. These make up 336 circuits with the number of Catch basins ranging from 1 to 157 in each circuit.

Definition

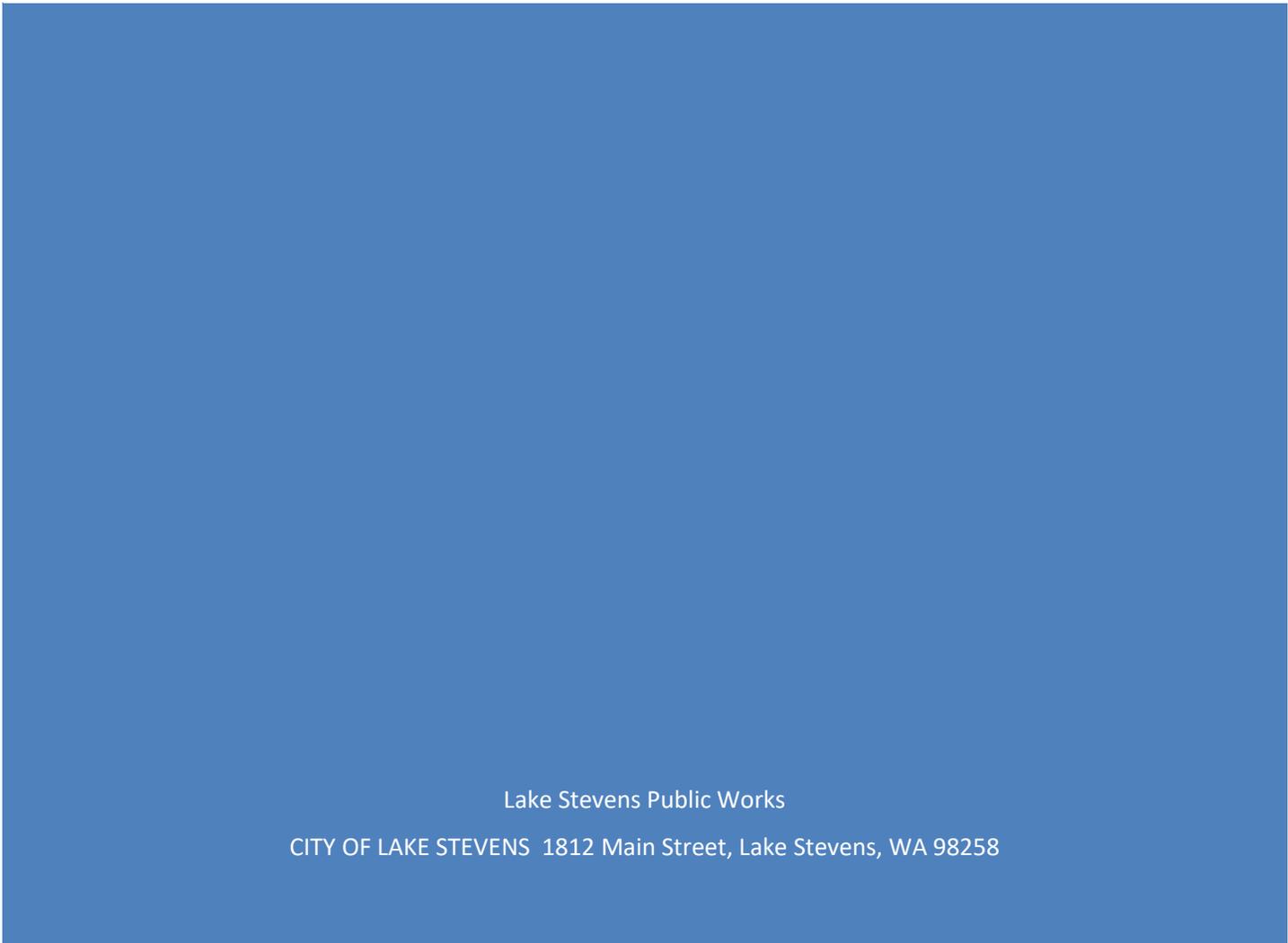
A "circuit" is a catch basin or group of catch basins that are connected by pipe and/or open drainage systems and drain to a single point where the Municipal stormwater system leaves the cities jurisdiction and/or enters waters of the state.

Policy

- BCI 1. The City has chosen to adopt the "circuit" basis inspections of Catch basins and inlets.
- BCI 2. At a minimum the City will inspect 25% of the catch basins it owns or operates of each circuit including the catch basin immediately upstream of any system outfall.
- BCI 3. If 25% of the catch basins that are inspected are found to exceed the adopted maintenance standards for catch basins the City shall clean all the catch basins within that circuit.
- BCI 4. Unless there are circumstances beyond the Cities control, when an inspection identifies that a circuit is in exceedance of this maintenance standard, maintenance shall be performed within 6 months in order to meet the requirements of the NPDES permit.
- BCI 5. As part of a quality control the City shall perform inspection of all the Catch basins in a select number of circuits in a variety of land uses and traffic volumes to ensure the sample method above is actually representative of the circuit. If it is found that the circuit inspection approach stated above does not result in a representative sample of the circuits and/or does not meet the program objective of reducing pollutants the City shall reevaluate its circuit inspection criteria.



TOTAL MAXIMUM DAILY LOAD SUMMARY 2017



Lake Stevens Public Works

CITY OF LAKE STEVENS 1812 Main Street, Lake Stevens, WA 98258

TMDL Summary 2017

March 2018

Introduction: The City has been identified in Appendix 2 of the Phase II Permit as a permittee that is required to comply with the Total Maximum Daily Load (TMDL) requirements for the Snohomish River Tributaries. The Lower Snohomish River Tributaries TMDL for fecal coliform bacteria was completed in June 2003.

In July of 2017 it was unearthed that there had been no TMDL data collected since October of 2016. During the summer months, and into early fall, the region experienced a significant drought which limited the ability for samples to be collected at the locations listed in the City's QAPP. Furthermore, it was determined in October of 2017 that the QAPP on record with the Department of Ecology had not been updated in 2015. A new and revised QAPP was drafted in late 2017 and approved by Ecology in early 2018. The following figures and information reflect the most recent TMDL/QAPP that was drafted by the City of Lake Stevens and was approved by the Department of Ecology.

Business Inspections: The City of Lake Stevens will inspect commercial animal handling areas and commercial composting facilities to ensure implementation of source control BMPs for bacteria. The City will implement an ongoing inspection program to re-inspect facilities with bacteria source control problems a minimum of every three years. The City is working on establishing a partnership with the Snohomish Health District for Local Source Control outreach throughout the City to help business owners know proper disposal methods and available resources for hazardous materials.

Public Education and Outreach: The City had a booth at Aquafest in July of 2017. The City revised and ordered new doorhangers for employees to leave on resident's doors for areas where significant dumping of yard waste and other debris is found in the City's storm system. The City of Lake Stevens also updated the City's website to include additional reporting opportunities for citizens to report water quality violations (such as pet or human waste) and best management practices (BMPs) to prevent contamination of water by fecal coliform.

Operations & Maintenance: In 2017 the City of Lake Stevens ordered pet waste pickup bags which were utilized along popular dog walking trails in City parks. Pet waste stations in local parks were maintained and stocked by City crews with pet waste pickup bags to encourage residents to pick up after their pets.

Illicit Discharge Detection and Elimination (IDDE): Indicators of bacterial pollution are screening factors under the IDDE program. All the City's sub-basins discharge to surface waters in the Snohomish River Tributaries TMDL area. The City, when conducting IDDE-related field screening under S5.C.3 of the Western Washington Phase II permit, will screen for bacteria sources. The City currently maintains a list of existing composting and animal waste facilities. The City will follow its updated QAPP (TMDL monitoring) for sampling streams and/or discharges from stormwater conveyances to monitor areas with the highest bacteria concentrations.

Targeted Source Identification & Elimination: City staff conducted a review of the fecal coliform data collected per the approved QAPP under the 2007 Permit cycle. From this review, Mitchell (Kokanee) Creek was identified as a high priority area and has been the focus of source identification and elimination efforts. City staff began to implement source identification and elimination sampling efforts

in the Mitchell Creek basin in January 2018. During monthly sampling stream conditions are observed.

Surface Water Monitoring: It was discovered that the City's QAPP was not updated to be current with Department of Ecology standards for evaluation, and was therefore in need of updating. A new QAPP was created in 2017 by City staff and approved by the Department of Ecology. The City has reviewed the fecal coliform data it collected from October 2008 to December 2013 per approved QAPPs under the 2007 Permit and based on the review for the Targeted Source Identification & Elimination program, the Mitchell Creek basin was chosen for continued characterization and long term trends evaluation.

The sites were chosen to isolate suspected sources of bacterial pollution. The QAPP was submitted and approved in early 2018. See Figure 1 and 2 for a map of sample locations. Grab samples for fecal coliform are collected at eight stream locations monthly. Samples are taken to the Everett Environmental Lab for analysis.

Sampling Locations - Kokanee Creek



Figure 1 - TMDL Sampling Locations, Mitchell Creek Basin 2017 (LS01 - LS06)

Sampling Locations - Kokanee Creek

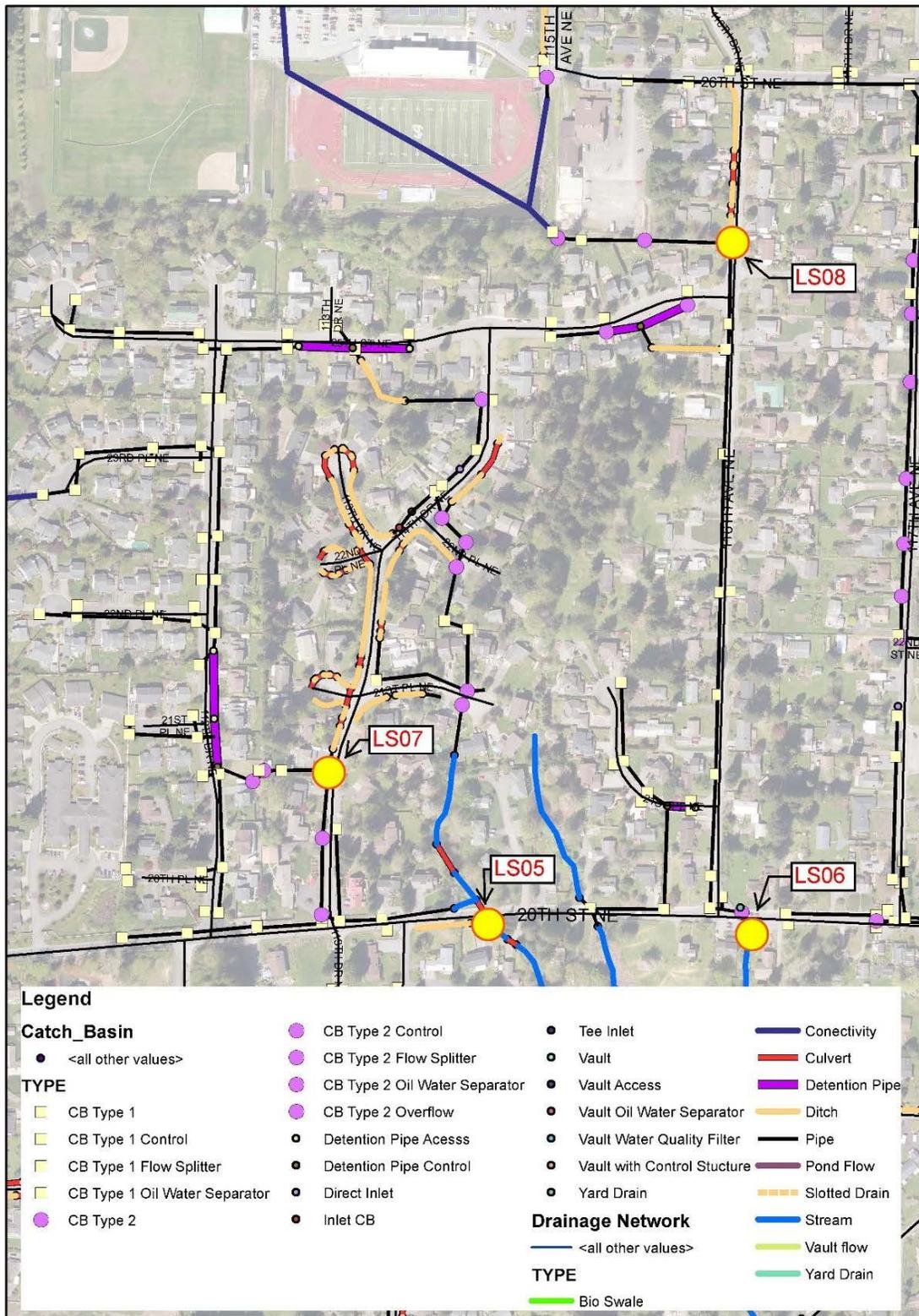


Figure 2 - TMDL Sampling Locations, Mitchell Creek Basin 2017 (LS05 -LS08)

City of Lake Stevens Stormwater Outreach & Education 2017 Annual Report

Key Results

- ✓ **3 additional Lake-Friendly certifications**
- ✓ **1 shoreline native buffer installed**
- ✓ **3 educational workshops/booths hosted**
- ✓ **2 educational mailers sent**

Education Events & Booths

Rain Barrel Demonstration & Natural Yard Care | 2/19/17

- We hosted a build-your-own-rain barrel and natural yard care class and demonstrated how to install a multi-barrel residential system. The event was attended by 32 people.

Dream Shoreline Landowner Workshop | 4/27/17

- We hosted a workshop on shoreline buffers and native landscaping. The event resulted in: 17 attendees, 5 site visit requests, and 3 buffer applications.

Lake Stevens Business Expo | 4/29/17

- Close to 250 people stopped by our booth to learn about Lake-Friendly Living.

Landowner Assistance

Lake-Friendly Certifications

- Three landowners worked with our staff in 2017 to complete the necessary lake-friendly actions to certify their properties. Their stories serve as a positive example to other Lake Stevens residents. Stories were shared in the *Lake-Friendly Living* Newsletter, on ilovelake.org and the *I Love Lake* Fb Page.

Shoreline Buffer Outreach Program

- In 2017, SCD launched the \$250 shoreline buffer mini-grants to encourage shoreline landowners to plant native buffers. Two separate mailers were sent to a targeted list of shoreline homeowners advertising the opportunity and inviting them to the Dream Shoreline Workshop. Many expressed interest in the program, and one landowner got their shoreline buffer project installed in 2017 (*see below*).



Project Spotlight: Lakefront Shoreline Buffer



Before



After



Illicit Discharge Summary 2017 - City of Lake Stevens

Incident Number	Date Received by ECY	Complaint	Potentially Responsible Party	Reporter	Day of Response	Follow Up
670357	1/30/2017	ONGOING ISSUE. CALLER REPORTS TRACKOUT FROM A CONSTRUCTION SITE. THE CONSTRUCTION COMPANY HAS WASHED DOWN THE ROAD WITH A WATER TRUCK CAUSING MUDDY WATER TO GO INTO CATCH BASINS WHICH FLOW INTO A RETENTION POND. THE CITY HAS SPOKEN WITH THE PRP MULTIPLE TIMES ABOUT THEIR TRACKOUT AND IT CONTINUES TO BE AN	RYAN RINGHOUSE - ICI CONSTRUCTION	SCOTT WICKEN	1/30/2017	CITY WAS REPORTER. TRACK OUT WAS SEEN ON THE ROAD AND HAD MADE IT TO THE STANDING WATER IN THE WETLAND. PHOTOS WERE TAKEN TO DOCUMENT. CITY RESPONDED TO INCIDENT AND REQUIRED APPROPRIATE CLEAN UP MEASURES OF THE CONTRACTOR.
670576	2/8/2017	CALL RECEIVED AT 1640 2/8/17 BY DC AT THE FRONT DESK. INCIDENT WAS NOTICED ON 02/08/17 AT 1300. CALLER REPORTS AN OIL SHEEN (SIGNIFICANT AMOUNT 1 TO 3 & 4 FEET WIDE IN SOME AREAS ON THE ROADWAY. CALLER LOST RACK OF THE SHEEN ON LUNDEEN PARKWAY. STORM DRAINS WERE POSSIBLY IMPACTED. NO CAUSE. CITY SWEEPERS WERE SENT OUT EARLIER TO SEEP THE ROADS. AS FAR AS CALLER KNOWS CLEAN UP IS COMPLETE. CALLER IS GOING TO DRIVE BY AREA ON HIS WAY HOME TO DOUBLE CHECK.	UNKNOWN	MATHEW GOAD	2/8/2017	AHR. BUCK SMITH (ECY) SPOKE WITH MATHEW GOAD AT 16:51. MATHEW SAID A VEHICLE LEAKED APPROXIMATELY ONE QUART OF MOTOR OIL ONTO VERNON ROAD BETWEEN 15TH ST NE AND LUNDEEN PARKWAY. A SMALL AMOUNT MAY HAVE MADE IT TO STORM DRAINS. IT IS RAINING HARD SO IT IS DIFFICULT TO TELL. THE RESPONSIBLE PARTY IS UNKNOWN. THE CITY BROUGHT IN A SWEEPER TRUCK. THE CLEANUP IS NOW COMPLETE. MATHEW WILL CHECK THE CLEANUP ON HIS WAY HOME. THE INCIDENT OCCURRED AT ABOUT 13:00.
670950	2/22/2017	CALLER REPORTS 3-4 GALLONS OF HYDRAULIC OR LUBE OIL SPILLED TO THE ROADWAY DUE TO MECHANICAL FAILURE ON A TRUCK. ABSORBENTS WERE PUT DOWN AND SWEEPED UP. SAND WILL ALSO BE PUT DOWN. NO WATER IMPACTS.	WASTE MANAGEMENT	MATHEW GOAD	2/22/2017	SAND AND ABSORBENTS WERE PUT DOWN AND SWEEPED UP.
673514	6/3/2017	AHR - THE LAKE STEVENS FD RESPONDED TO A 911 REPORT OF A STRONG GASOLINE SMELL IN A DITCH NEAR LAKE STEVENS MIDDLE SCHOOL. ODOR IS BELOW THE LEL. LAKE STEVENS PW RESPONDED. SOURCE NOT FOUND. MUST HAVE NEN ILLEGAL DUMPING. SHEEN IN DITCH. NO RECOVERY IS POSSIBLE	UNKNOWN	CAPTAIN WITHROW - LSF	6/3/2017	ABSORBANT BOOMS AND PADS PLACED IN DITCH TO GET AS MUCH OF REMAINDER OF MATERIAL IN THE DITCH. VACTOR REMOVED BOOMS AND PADS AFTER ABSORBANT MATERIALS USED.
673620	6/5/2017	CALLER COMPLAINT VIA EMAIL TO ECY: "I WANT TO REPORT CONSTRUCTION PERMIT VIOLATIONS, AS EVIDENCED BY THE ATTACHED PHOTOS, AT THE CITY OF LAKE STEVENS SITES KNOWN AS WESTLAKE CROSSING AND WESTLAKE CROSSING II. PHOTOS TAKEN SUNDAY EVENING, JUNE 4, 2017. CONDITIONS EVIDENT FRIDAY MORNING AT 7:45 AM JUNE 2, 2017. SCOTT WICKE OF THE CITY OF LAKE STEVENS WAS OBSERVED LEAVING THIS SITE AT THAT TIME. DRHORTON HAS BEEN SITED FOR THIS VIOLATION AT THIS SITE, PREVIOUSLY. CONDITIONS EVIDENT MONDAY AFTERNOON AT 2:00PM JUNE, 5 2017. DICK TODD"	D.R. HORTON	DICK TODD	6/8/2017	RESPONSE BY TO ECY BY CITY STAFF: "THE SITE HAS BEEN SEEN MULTIPLE TIMES BY NUMEROUS CITY STAFF THIS WEEK (STARTING ON MONDAY, JUNE 5TH) ON THE DAYS PRIOR TO TODAY'S RAINFALL AND THIS TRACKOUT HAS BEEN CLEANED BY THE BUILDER. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT ME AT (425)212-3312 OR LEVERETT@LAKESTEVENS.WA.GOV."
673738	6/11/2017	CALLER COMPLAINT VIA EMAIL TO ECY: "DEAR YVONNE, ET AL, FRESH EVIDENCE THAT DRHORTON CONTINUES TO FAIL AT PREVENTING REPETITIVE VIOLATIONS OF THEIR CONSTRUCTION STORMWATER PERMIT. PLEASE SHUT THEM DOWN. THEY ARE MAKING A MOCKERY OF THE CITY OF LAKE STEVENS AND THE DEPARTMENT OF ECOLOGY AND THE WDFW. DICK TODD"	D.R. HORTON	DICK TODD	6/14/2017	ERTS #673620 WAS THE ORIGINAL COMPLAINT ABOUT THIS ISSUE. THIS ERTS IS A DUPLICATION OF THE PREVIOUS ERTS. SITUATION DEALT WITH AT AN EARLIER DATE.
675251	8/22/2017	DR HORTON IS PUMPING WATER INTO STITCH CREEK. CREEK HAS HIGH SILT. CALLER SAYS THE CREEK HAS BEEN DRY FOR WEEKS. NEIGHBOR HAS VIDEO: TED ZALUMARDO, 425-350-9881. EMAIL TO ECT - SUNDAY MORNING JANUARY, PLEASE SUBMIT THE FOLLOWING AS AN ERTS. PLEASE MAKE ME THE CONSTRUCTION STORMWATER REFERRAL FOR THE ERTS, AND INCLUDE SPILLS, AND LAKE STEVENS PUBLIC WORKS. SITE: CLOCK TOWER STORAGE, 1900 SR 92, LAKE STEVENS, WA 98258. PRP: JEREMY MAINE - PROJECT MANAGER NORTHWEST STEEL SYSTEMS 425-232-6650 THIS MORNING FROM 8:35-9:05AM I CONDUCTED A NOTICE OF TERMINATION INSPECTION FOR A PROJECT SITE COVERED UNDER THE CONSTRUCTION STORMWATER GENERAL PERMIT (WAR305800). I OBSERVED CREW MEMBERS POWER WASHING A RECENTLY LAID CONCRETE SLAB (IMG_1171.JPG). SUDSY WATER WAS VISIBLY FLOWING INTO A STORM DRAIN ABOUT 15-20 FT DOWNSLOPE (IMG_1176). THE INLET HAD A FILTER FABRIC SOCK LINER WHICH WAS FULL OF SUDS. THE PRODUCT BEING USED TO POWER WASH THE SLAB IS "SURE KLEAN", A PRODUCT USED FOR REMOVING EXCESS MORTAR AND CONSTRUCTION DIRT FROM BRICK, MASONRY, TILE AND MOST CONCRETE SURFACES (SEE IMG_1175.JPG). I HAD THE PROJECT MANAGER, JEREMY MAINE, STOP THE OPERATION. I TOLD HIM THIS WAS AN ILICIT DISCHARGE, AND SOAPY WASHWATER IS NOT ALLOWED INTO STORM DRAIN INLETS. I TOLD MR. MAINE THAT THE STORM DRAIN NEEDED TO BE BERMED OFF BEFORE ANY POWER WASHING CONTINUED, AND THAT THEY WOULD NEED TO VACTOR OUT THE STORM DRAIN TO REMOVE THE SURFACTANT. I WILL BE WRITING AN INSPECTION REPORTING CITING A VIOLATION OF CSWGP S1.D.3 FOR THE UNAUTHORIZED DISCHARGE OF PROCESS WASTEWATER. THE STORM DRAINS WITHIN THE SITE FLOW INTO A VEGETATED STORMWATER POND AT THE NORTHWEST CORNER OF THE PROPERTY. THIS POND IN TURN DISCHARGES TO THE ROADSIDE SWALE ON THE SOUTH SIDE OF STATE ROUTE 92 (GRANITE FALLS HWY), AT THE EDGE OF CITY LIMITS OF LAKE STEVENS.	D.R. HORTON	DICK TODD	8/22/2017	CITY CONTACTED THE SITE GEOTECH/CEISCL, WHO STATED THAT SHE IS MONITORING THE DISCHARGE OF THE WATER FROM THE SITE AND THAT IT IS BELOW 25 NTU AS PER DOE REQUIREMENTS. THE LAKE STEVENS CONSTRUCTION INSPECTOR, SCOTT WICKEN AND I PERFORMED A SITE VISIT AND VERIFIED THAT THE WATER LEAVING THE PERMANENT SWALE AS INSTALLED WAS NOT DIRTY AS CLAIMED IN THE ERTS. CITY OF LAKE STEVENS WORKED IN CONJUNCTION WITH THE DEPT OF ECOLOGY CONSTRUCTION INSPECTOR TO ASSIST SITE MANAGER IN HOW TO ALLEVIATE THE STORMWATER ISSUE. A COLD PATCH BERM WAS CONSTRUCTED TO PREVENT ADDITIONAL POLLUTANTS FROM ENTERING THE MS4. SITE MANAGER PLACED A PUMP AT THE BOTTOM OF THE BASIN AND PUMPED WATER OUT SO IT WOULD NOT REACH THE DETENTION VAULT.
676956	11/2/2017		JEREMY MAINE - NORTHWEST STEEL SYSTEMS	COLLEEN CROTTY - ECY	11/2/2017	



City of Lake Stevens
1812 Main Street
Lake Stevens, WA 98258

March 27, 2018

Department of Ecology
Northwest Regional Office
3190 160th Avenue SE
Bellevue, WA 98008-5452

Subject: Explanation of Non-Compliance with S5.C.4.c.vi of the Western Washington Phase II Municipal Stormwater Permit No. WAR04-5523

Dear Mr. Billick:

This letter is an explanation of the maintenance delays that were determined after analyzing the data from our work order system. On March 26, 2018, a G20 letter stating that the City of Lake Stevens did not meet the required maintenance intervals for catch basins or facilities, per S5.C.4.c.vi of the Phase II NPDES Permit.

The City became aware of being non-compliant on March 26, 2018. The reason this NPDES permit requirement was not met was due to a limited number of crew staff who were allocated to urgent street and stormwater projects throughout the city. Catch basin and stormwater facilities that have exceeded maintenance thresholds have been scheduled in our work order system (see enclosure)

An accelerated maintenance schedule has been implemented to bring the City of Lake Stevens into compliance with the NPDES Phase II Permit requirements. Future allocations of crew time will be scheduled in accordance with a higher priority given to meeting the maintenance timelines as written in the NPDES Phase II Permit. The City anticipates coming into compliance within the 2018 permit year.

Please contact Leah Everett, Engineering Technician at 425-212-3312 if you have any questions.

Sincerely,

Leah Everett
Stormwater Engineering Technician
(425)212-3312
leverett@lakestevenswa.gov

(Enc.)

2017 Maintenance Delays - Catch Basins Over 6 months

ID	Status	Log Date	Location	Activity Description	Group	Type	Description	Begin Date / Time	End Date / Time	Closed By	Date Closed
WO10160083	Open	10/17/2016	E LAKESHORE DR and 8TH ST NE	Vactoring	Storm	General Maintenance	Vector 18 CBs	10/17/2016	10/17/2016 09:00 AM		
WO10160121	Open	10/20/2016	Highway 92 and 99th	Vactoring	Storm	General Maintenance	vector 6 cbs on highway 92	10/20/2016	10/20/2016 09:00 AM		
WO10160203	Open	10/31/2016	4TH ST NE	Vactoring	Storm	General Maintenance	Vector 2CBs	10/31/2016	10/31/2016 09:00 AM		
WO1016018601	Open	10/31/2016	16TH ST NE	Vactoring	Storm	General Maintenance	vector 12 cbs	10/31/2016	10/31/2016 09:00 AM		
WO1016020801	Open	11/1/2016	125TH AVE NE	Vactoring	Storm	General Maintenance	vector 10 cbs	11/1/2016	11/01/2016 09:00 AM		
WO11160011	Open	11/1/2016	130TH DR NE	Vactoring	Storm	General Maintenance	Vector 2 CBs (No Flagger Needed)	11/1/2016	11/01/2016 09:00 AM		
WO11160013	Open	11/1/2016	98TH DR NE	Vactoring	Storm	General Maintenance	Vector 10 CBs (no Flagger Needed)	11/1/2016	11/01/2016 09:00 AM		
WO11160014	Open	11/1/2016	20TH ST NE Across from Centenal Trial	Vactoring	Storm	General Maintenance	Vector 2 CBs and jet Pipes	11/1/2016	11/01/2016 09:00 AM		
WO11160016	Open	11/1/2016	OLD HARTFORD RD across from mulch	Vactoring	Storm	General Maintenance	Vector 1 CBs (no flagger needed)	11/1/2016	11/01/2016 09:00 AM		
WO11160017	Open	11/1/2016	MACHIAS CUTOFF RD	Vactoring	Storm	General Maintenance	Vector 2 CBs	11/1/2016	11/01/2016 09:00 AM		
WO11160018	Open	11/1/2016	20TH ST SE and S Lake Stevens RD	Vactoring	Storm	General Maintenance	Vector 43 CBs	11/1/2016	11/01/2016 09:00 AM		
WO11160019	Open	11/1/2016	N LAKESHORE DR near point	Vactoring	Storm	General Maintenance	Vector 1 CB	11/1/2016	11/01/2016 09:00 AM		
WO1016024101	Open	11/14/2016	OLD HARTFORD RD	Vactoring	Storm	General Maintenance	vector 2 cbs	11/14/2016	11/14/2016 09:00 AM		
WO1016023801	Open	11/14/2016	124TH AVE NE	Vactoring	Storm	General Maintenance	vector 15 cbs	11/14/2016	11/14/2016 09:00 AM		
WO1016023701	Open	11/14/2016	GRADE RD	Vactoring	Storm	General Maintenance	vector 36 cbs	11/14/2016	11/14/2016 09:00 AM		
WO1116008401	Open	11/18/2016	99TH AVE NE	Vactoring	Storm	General Maintenance	vector 5 cbs	11/18/2016	11/18/2016 09:00 AM		
WO1116008801	Open	11/18/2016	MITCHELL RD	Vactoring	Storm	General Maintenance	vector 9 cbs	11/18/2016	11/18/2016 09:00 AM		
WO1116009401	Open	11/18/2016	83RD AVE NE	Vactoring	Storm	General Maintenance	vector 1 cb	11/18/2016	11/18/2016 09:00 AM		
WO1116008601	Open	11/18/2016	SPRUCE RD	Vactoring	Storm	General Maintenance	vector 99 cbs	11/18/2016	11/18/2016 09:00 AM		
WO1116015701	Open	12/27/2016	27TH PL NE	Vactoring	Storm	General Maintenance	vector 10 cbs	12/27/2016	12/27/2016 09:00 AM		
WO1116015801	Open	12/27/2016	89TH DR NE	Vactoring	Storm	General Maintenance	vector 54 cbs	12/27/2016	12/27/2016 09:00 AM		
WO1116016201	Open	12/27/2016	85TH DR NE	Vactoring	Storm	General Maintenance	vector 9 cbs	12/27/2016	12/27/2016 09:00 AM		
WO1116016301	Open	12/27/2016	SOPER HILL RD	Vactoring	Storm	General Maintenance	vector 9 cbs	12/27/2016	12/27/2016 09:00 AM		
WO1116015901	Open	12/27/2016	LUNDEEN PKWY	Vactoring	Storm	General Maintenance	vector 9 cbs	12/27/2016	12/27/2016 09:00 AM		
WO1116014901	Open	12/27/2016	LAKE DR	Vactoring	Storm	General Maintenance	vector 32 cbs	12/27/2016	12/27/2016 09:00 AM		
WO1116015401	Open	12/27/2016	28TH ST NE	Vactoring	Storm	General Maintenance	vector 24 cbs	12/27/2016	12/27/2016 09:00 AM		
WO0117003801	Open	2/3/2017	4TH ST SE	Vactoring	Storm	General Maintenance	vector 42 cbs	2/3/2017	02/03/2017 09:00 AM		
WO0117003601	Open	2/3/2017	Chapel and 101 Ave SE	Vactoring	Storm	General Maintenance	vector 21 cbs	2/3/2017	02/03/2017 09:00 AM		
WO0117003501	Open	2/3/2017	MARKET PL	Vactoring	Storm	General Maintenance	vector 12 cbs	2/3/2017	02/03/2017 09:00 AM		
WO0117002401	Open	2/3/2017	99TH AVE SE	Vactoring	Storm	General Maintenance	vector 2 cbs	2/3/2017	02/03/2017 09:00 AM		
WO0117004201	Open	2/23/2017	VERNON RD	Vactoring	Storm	General Maintenance	vector 2 cbs	2/23/2017	02/23/2017 09:00 AM		
WO0117005401	Open	2/23/2017	91ST AVE NE	Vactoring	Storm	General Maintenance	vector 8 cbs	2/23/2017	02/23/2017 09:00 AM		
WO0117004701	Open	2/23/2017	11TH ST NE	Vactoring	Storm	General Maintenance	vector103 cbs	2/23/2017	02/23/2017 09:00 AM		
WO03170243	Open	3/30/2017	Main St and 20th ST NE	Vactoring	Storm	General Maintenance	clean cb's and jet pipe	3/30/2017	03/30/2017 09:00 AM		
WO04170159	Open	4/21/2017	Lakemont	Vactoring	Storm	General Maintenance	clean out ditch, clean cb's and culverts	4/21/2017	04/21/2017 09:00 AM		
WO09170046	Open	9/14/2017	11605 N LAKESHORE DR	Vactoring	Storm	General Maintenance	Vector out CB in ROW on SW corner outside i	9/14/2017	09/14/2017 09:00 AM		
WO0317021401	Open	10/4/2017	FAC 82 Lakeview Crest Detention Pipe	Vactoring	Storm	General Maintenance	control structure needs vactoring, full of silt	10/4/2017	10/04/2017 09:00 AM		
WO0217023901	Open	10/6/2017	FAC 80 Overhill Estates Div B Detentio	Vactoring	Storm	General Maintenance	control structure full needs vactored	10/6/2017	10/06/2017 09:00 AM		
WO0217020401	Open	10/9/2017	FAC 41 Market Place Detention Pipe 1	Vactoring	Storm	General Maintenance	Vector 3 of 4 M/H's are full and need to be v	10/9/2017	10/09/2017 09:00 AM		
WO0317004801	Open	10/17/2017	91ST AVE SE near 15th PL	Vactoring	Storm	General Maintenance	vector 4 - c/b circuit 5	10/17/2017	10/17/2017 09:00 AM		
WO0317004901	Open	10/19/2017	S DAVIES RD	Vactoring	Storm	General Maintenance	vector 12 - public C/Bs within circuit	10/19/2017	10/19/2017 09:00 AM		
WO0317008301	Open	10/19/2017	20th ST SE Cavalerod Rd	Vactoring	Storm	General Maintenance	vector 14 - public C/Bs in circuit	10/19/2017	10/19/2017 09:00 AM		
WO0317007401	Open	10/23/2017	1ST PL SE off 91st st	Vactoring	Storm	General Maintenance	vector 10 - C/B circuit	10/23/2017	10/23/2017 09:00 AM		
WO0317008001	Open	10/23/2017	4TH ST SE east of 91st	Vactoring	Storm	General Maintenance	vector 14 - C/B circuit	10/23/2017	10/23/2017 09:00 AM		
WO0317007801	Open	10/23/2017	MARKET PL at hagan	Vactoring	Storm	General Maintenance	vector 7 C/B circuit	10/23/2017	10/23/2017 09:00 AM		
WO0317007301	Open	10/25/2017	3RD ST SE around 85th ave	Vactoring	Storm	General Maintenance	clean 36 Catch basins	10/25/2017	10/25/2017 09:00 AM		
WO0317007101	Open	10/31/2017	2ND PL SE of 91st ave	Vactoring	Storm	General Maintenance	vector 11 catch basins	10/31/2017	10/31/2017 09:00 AM		
WO0317008201	Open	10/31/2017	2ND PL SE	Vactoring	Storm	General Maintenance	vector 14 catch basins	10/31/2017	10/31/2017 09:00 AM		
WO0317007501	Open	10/31/2017	87TH AVE SE at 4th st	Vactoring	Storm	General Maintenance	vector 7 catch basins	10/31/2017	10/31/2017 09:00 AM		
WO0317007201	Open	10/31/2017	91ST AVE SE at 2nd PL SE	Vactoring	Storm	General Maintenance	vector 3 catch basins	10/31/2017	10/31/2017 09:00 AM		
WO0317007601	Open	10/31/2017	91ST AVE NE near 204	Vactoring	Storm	General Maintenance	vector 31 catch basins	10/31/2017	10/31/2017 09:00 AM	Scott Wicken	10/31/2017
WO0317009001	Open	11/2/2017	15TH PL SE	Vactoring	Storm	General Maintenance	vector 14 catch basins	11/2/2017	11/02/2017 09:00 AM		
WO0317009101	Open	11/2/2017	15TH ST SE	Vactoring	Storm	General Maintenance	vector 16 catch basins	11/2/2017	11/02/2017 09:00 AM		
WO0317009601	Open	11/2/2017	16TH PL SE	Vactoring	Storm	General Maintenance	vector63 catch basins	11/2/2017	11/02/2017 09:00 AM		
WO0317009901	Open	11/6/2017	20TH ST SE	Vactoring	Storm	General Maintenance	vector 13 catch basins	11/6/2017	11/06/2017 09:00 AM		
WO0317005501	Open	11/8/2017	20TH ST SE & 94th St SE	Vactoring	Storm	General Maintenance	vector 7 catch basins	11/8/2017	11/08/2017 09:00 AM		
WO0317005401	Open	11/8/2017	94TH DR SE & 20th ST SE	Vactoring	Storm	General Maintenance	vector 8 catch basins	11/8/2017	11/08/2017 09:00 AM		
WO0317003801	Open	11/8/2017	12TH PL SE & 89TH AVE SE	Vactoring	Storm	General Maintenance	vector 2 catch basins	11/8/2017	11/08/2017 09:00 AM		
WO0317003701	Open	11/8/2017	89TH AVE SE AND 12TH PL SE	Vactoring	Storm	General Maintenance	vector 2 catch basins	11/8/2017	11/08/2017 09:00 AM		

Work Order Details Tasks and Comments -

ID	WO0516012401	Logged By	Scott Wicken	10/20/2016 11:42 AM	Status	Open	Priority	4
Service Request	WO05160124	Type	General Maintenance		Begin Date / Time	10/20/2016 08:00 AM		
		Department	Public Works		End Date / Time	10/20/2016 09:00 AM		
Activity Description		Group	Storm					
Drainage Facility Maintenance								
Location	FAC_85 SR 204 Pond							
Description	inlet pipe needs jetting its half full of silt							
Assigned To	Monte Ervin			10/20/2016 11:42 AM				

Notes

Child Work Orders

Document Links

ID	Activity Description

Document Name	Document Type

Document Name	Document Type

ID	Activity Description

Date	Author	Comment

Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
FLS00085	City Drainage Facilities	FAC_85 SR 204 Pond	SR 204 Pond
DPO4196	Drainage Points	Pipe Out	Pipe Out
NT08646	Network	Pipe	Pipe

Work Order Details Tasks and Comments -

ID	WO0516010201	Logged By	Scott Wicken	10/20/2016 12:03 PM	Status	Hold	Priority	4
Service Request	WO05160102	Type	General Maintenance		Begin Date / Time	10/20/2016 08:00 AM		
		Department	Public Works		End Date / Time	10/20/2016 09:00 AM		
Activity Description		Group	Storm					
Drainage Facility Maintenance								
Location	FAC_74 Walker Road Estates Detention Pipe							
Description	Vactor out Control Structure							
Assigned To	Raymond Anderson		11/09/2017 09:53 AM					

Notes

The control is in an easement need to get permission for access need to do it in the summer.

Child Work Orders

Document Links

ID	Activity Description	Document Name	Document Type
		Document Name	Document Type

ID	Activity Description
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Date	Author	Comment
11/09/2017 03:26 PM	Raymond Anderson	Facility 74 in backyard of homeowner. Will need flexible tubes to run across ground to CB in backyard because camping trailer and garden are in the way.

Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
CB05168	Catch Basin	Detention Pipe Control	Detention Pipe Control
FLS00074	City Drainage Facilities	FAC_74 Walker Road Estates Detention Pipe	Walker Road Estates Detention Pipe

Work Order Details Tasks and Comments -

ID	WO0516008802	Logged By	Scott Wicken	10/20/2016 11:23 AM	Status	Open	Priority	4
Service Request	WO05160088	Type	General Maintenance		Begin Date / Time	10/20/2016 08:00 AM		
		Department	Public Works		End Date / Time	10/20/2016 09:00 AM		
Activity Description		Group	Storm					
Drainage Facility Maintenance								
Location	FAC_40 Lundeen Park Way Pond 3							
Description	clean around inlet pipe and jet pipe							
Assigned To	Monte Ervin	10/20/2016 11:23 AM						

Notes

pipe is 8 inch pvc

Child Work Orders

Document Links

ID	Activity Description	Document Name	Document Type
		Document Name	Document Type

ID	Activity Description
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Date	Author	Comment
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Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
FLS00040	City Drainage Facilities	FAC_40 Lundeen Park Way Pond 3	Lundeen Park Way Pond 3
DP03684	Drainage Points	Pipe Out	Pipe Out
NT06885	Network	Pipe	Pipe

Work Order Details Tasks and Comments -

ID	WO0516007801	Logged By	Scott Wicken	10/13/2016 02:38 PM	Status	Open	Priority	4
Service Request	WO05160078	Type	General Maintenance		Begin Date / Time	10/13/2016 08:00 AM		
		Department	Public Works		End Date / Time	10/13/2016 09:00 AM		
Activity Description		Group	Storm					
Drainage Facility Maintenance								
Location	FAC_22 Baker Vista Vault							
Description	clear pipe into bio swale							
Assigned To	Monte Ervin	10/13/2016 02:39 PM						

Notes

find the end of the pipe that discharges into bio swale

Child Work Orders

Document Links

ID	Activity Description	Document Name	Document Type
		Document Name	Document Type

ID	Activity Description

Date	Author	Comment

Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
FLS00022	City Drainage Facilities	FAC_22 Baker Vista Vault	Baker Vista Vault
DP03635	Drainage Points	Pipe Out	Pipe Out

Work Order Details Tasks and Comments -

ID	WO0516012601	Logged By	Scott Wicken	10/20/2016 09:34 AM	Status	Open	Priority	4
Service Request	WO05160126	Type	General Maintenance		Begin Date / Time	10/20/2016 08:00 AM		
		Department	Public Works		End Date / Time	10/20/2016 09:00 AM		
Activity Description		Group	Storm					
Drainage Facility Maintenance								
Location	FAC_86 SR 92 99th Ave Pond							
Description	remove tree and root wad in front of inlet pipe							
Assigned To	Monte Ervin	10/20/2016 09:34 AM						

Notes

there is a liner for this pond, be careful of equipment use. try to pull out rather than cut out. see if you can use the mini excavator to pull the tree and roots out together

Child Work Orders

Document Links

ID	Activity Description	Document Name	Document Type
		Document Name	Document Type

ID	Activity Description

Date	Author	Comment

Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
FLS00086	City Drainage Facilities	FAC_86 SR 92 99th Ave Pond	SR 92 99th Ave Pond
DPO4524	Drainage Points	Pipe Out	Pipe Out
NT10735	Network	Pipe	Pipe

Work Order Details Tasks and Comments -

ID	WO0516011701	Logged By	Mathew Goad	06/23/2016 08:22 AM	Status	Open	Priority	4
Service Request	WO05160117	Type	General Maintenance		Begin Date / Time	06/23/2016 08:00 AM		
Department	Public Works		Group	Storm		End Date / Time	06/23/2016 09:00 AM	
Activity Description	Drainage Facility Maintenance							
Location	FAC_82 Lakeview Crest Detention Pipe							
Description	Vactor out facility							
Assigned To	Monte Ervin	02/12/2018 01:14 PM						

Notes

control structure is full of sediment. tank floor is full of sediment

Child Work Orders

Document Links

ID	Activity Description	Document Name	Document Type
		Document Name	Document Type

ID	Activity Description
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Date	Author	Comment
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Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
CB03564	Catch Basin	Detention Pipe Control	Detention Pipe Control
CB03567	Catch Basin	Detention Pipe Accesss	Detention Pipe Accesss
CB03570	Catch Basin	Detention Pipe Accesss	Detention Pipe Accesss
CB03571	Catch Basin	Detention Pipe Accesss	Detention Pipe Accesss
CB03609	Catch Basin	Detention Pipe Accesss	Detention Pipe Accesss
FLS00082	City Drainage Facilities	FAC_82 Lakeview Crest Detention Pipe	Lakeview Crest Detention Pipe
NT04858	Network	Detention Pipe	Detention Pipe
NT04859	Network	Detention Pipe	Detention Pipe
NT04860	Network	Detention Pipe	Detention Pipe
NT04861	Network	Detention Pipe	Detention Pipe

Work Order Details Tasks and Comments -

ID	WO0516009204	Logged By	Mathew Goad	09/27/2016 01:18 PM	Status	Open	Priority	4
Service Request	WO05160092	Type	General Maintenance		Begin Date / Time	09/27/2016 08:00 AM		
		Department	Public Works		End Date / Time	09/27/2016 09:00 AM		
Activity Description		Group	Storm					
Drainage Facility Maintenance								
Location	FAC_44 Market Place: Pond 3							
Description	Clear out inlet to pond							
Assigned To	Monte Ervin	09/27/2016 01:21 PM						

Notes

Clear out inlet to pond see attached work order from 2014 in Documents.

Child Work Orders

ID	Activity Description

Document Links

Document Name	Document Type
0044 Work Order 20140226 Storm.pdf	Inspection Report

Document Name	Document Type
0044 Work Order 20140226 Storm.pdf	Inspection Report

ID	Activity Description

Date	Author	Comment

Tasks				
Order	Completed	Description	Notes	DateCompleted

Assets			
Asset ID	Layer or Facility	GIS Location	Label / Name
FLS00044	City Drainage Facilities	FAC_44 Market Place: Pond 3	Market Place: Pond 3
DP01963	Drainage Points	Pipe Out	Pipe Out