



Water Quality Program

Permit Submittal Electronic Certification

Permittee: Ellensburg City

Permit Number: WAR046004

Site Address: 501 N ANDERSON ST
Ellensburg, WA 98926

Submittal Name: MS4 Annual Report Phase II Eastern

Version: 1

Due Date: 3/31/2021

Questionnaire

Number	Permit Section	Question	Answer
1	S5.A.4.	Attach updated annual Stormwater Management Program Plan (SWMP Plan) or website address in the Comment field where it can be found. (S5.A.4.)	2020-2021 swmp_1_031120211418 44
1.a	S5.A.4.	Cite website of SWMP if unable to attach	https://ci.ellensburg.wa.us/1035/Stormwater-Utility
2	S9.C.6.	Attach a map and 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.C.6.	4847 Currier Creek Annexation_2_0208202 1102051
3	S5.A.5.a.ii.	Tracked the estimated costs of implementation of each component of the SWMP. (S5.A.5.a.ii.)	Yes
4	S5.A.6.b.	Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.6.b.)	Yes
4a	S5.A.6.b.	Attach a written description of internal coordination mechanisms among departments within the jurisdiction to eliminate barriers to permit compliance. (Required to be submitted no later than March 31, 2021, S5.A.6.b.)	Letter of internal coordinatio_4a_020920 21081815
5	S5.B.1	Were elements of a regional program implemented to complete any part of your education and outreach program? (S5.B.1)	Yes

5a	S5.B.1	If yes, list the elements, and the regional program	Although it's not a coordinated effort amongst the jurisdictions, it is an effort that involves multiple jurisdictions and the coordination by the EWSG. franklin County Drain Rangers serves multiple jurisdictions for outreach in the schools. Up until COVID, we were annually involved in many events with the help of the Central Washington University Civic Leadership group. Central would partner on our litter pickups, storm drain stenciling and tree planting events.
6	S5.B.1.a.i.-iii.	Attach description of public education and outreach programs and stewardship activities conducted per S5.B.1.a.i.-iii.	Outreach Education_6_02092021100918 Comment: Attached is a screenshot of all the outreach education folders/programs the Utility is involved with. All of this is annually showcased in the SWMP, which is attached to this report. Drain Rangers (aka Wheat Week), fliers/inserts/mailers, the new 2021 business outreach/effectiveness study and the City's website are active programs. COVID has not halted these programs. Other programs like car wash kits, storm drain stenciling, litter pick ups, tree planting, KEEN E3 fair, Dial 811 are on hold for 2021 due to COVID. We hope to resume these programs once it's safe to have gatherings/volunteer events again.

7	S5.B.1.a.ii.	Which types of businesses were targeted per S.5.B.1.a.ii.?	<p> https://g3coemy.sharepoint.com/:b:/g/personal/morrowj_ci_ellensburg_wa_us/ETSuYrGerwBMre7dgQyEfg0BcWoj_WE6KM3auN_TTqUVNA?e=eN76Hy https://g3coemy.sharepoint.com/:b:/g/personal/morrowj_ci_ellensburg_wa_us/EZ1CFWRQjqFBo1yEzDSHbFYBUI9-LulCgFR8i8LTwDXDtG?e=CVIRaY https://g3coemy.sharepoint.com/:b:/g/personal/morrowj_ci_ellensburg_wa_us/EeiXooC9XchPmu-_IsGUXxIBampVgobhX8k7U8LW6Cy3vQ?e=ST0DIZ </p> <p>Comment: Attached are three links to the car wash poster, spill poster and the cleaning poster. All three go to every business in town annually in the utility billing inserts. So essentially all businesses in town are targeted.</p>
8	S5.B.1.b.	Used results of measuring the understanding and adoption of targeted behaviors among at least one audience in at least one subject area to direct education and outreach resources and evaluate changes in adoption of targeted behaviors. (Required no later than December 31, 1347, S5.B.1.b.)	<p>Not Applicable</p> <p>Comment: Not due until Dec 2021. The new outreach and effectiveness study will address this.</p>

9	S5.B.2.a.	Describe in Comments field 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.B.2.a.)	<p>On the third Wednesday of each month, the City of Ellensburg's Environmental Commission holds its public meeting at 5:15 pm, at 501 North Anderson Street (City Hall). The meeting is open to the public. From time to time, the agenda will have stormwater items requiring SEPA that is reviewed by the committee.</p> <p>The City of Ellensburg Utility Advisory Committee (UAC) meets on the 3rd Thursday of the month from 3:30-5pm at City Hall and these meetings are open to the public. All committee meetings have stormwater agenda items and will remain to do so in the future. This plan goes before the UAC for public approval and is recommended by the UAC for City Council approval. Most items like SWMP, O&M, grants/projects and ordinances always are presented at the UAC first, then to City Council for authorization and public comment.</p> <p>The public is always welcome to comment on the utility's program development, the City's NPDES permit, how to volunteer or general questions regarding the utility. The City's stormwater webpage offers citizens a chance to voice concerns, report problems and be informed of upcoming events. The public can contact the Stormwater Utility Manager at 509-925-8619 with questions, concerns or comments.</p>
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10	S5.B.2.b.	Posted the updated SWMP Plan and latest annual report on your website no later than May 31.	Yes
10a	S5.B.2.b.	List the website address in Comments field. (S5.B.2.b.)	https://ci.ellensburg.wa.us/1035/Stormwater-Utility
11	S5.B.3.a.	Maintained a map of the MS4 that includes the requirements listed in S5.B.3.a. (Updated maps required no later than August 1, 2023)	Yes
12	S5.B.3.a.i.	Attach a spreadsheet that lists the known outfalls and discharge points, including the outfalls' size and material(s). (Required to update no later than August 1, 2023, S5.B.3.a.i.)	database starting 2010 v2_12_0209202114473 3
13	S5.B.3.a.ix.	Developed an electronic format for map, with fully described mapping standards in accordance with S5.B.3.a.ix. (Required no later than August 1, 2021)	Yes
14	S5.B.3.b.	Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges as described in S5.B.3.b.	Yes
15	S.5.B.3.b.vii.	Updated ordinance or regulatory mechanism to meet the requirements of this permit, if necessary. (Required no later than February 2, 2023, S.5.B.3.b.vii.)	Not Applicable Comment: After March 31 submittal, my next task is to update about 5 to 6 ordinances that are required no later than 2/2/2023. Work will be completed in calendar year 2021.
16	S5.B.3.b.vi.	Implemented a compliance strategy, including informal compliance actions as well as enforcement provisions of the regulatory mechanism described in S5.B.3.b. (S5.B.3.b.vi.)	Yes
17	S5.B.3.c.	Implemented procedures for conducting illicit discharge investigations in accordance with S5.B.3.c.	Yes
18	S5.B.3.c.iv.	Percentage of MS4 coverage area screened in reporting year per S5.B.3.c.iv. (Required to screen 12% on average each year, S5.B.3.c.iv.)	100
18a	S5.B.3.c.iv.	Cite field screening techniques used to determine percent of MS4 screened.	Gordon goes out each summer in the dry season and inspects all outfalls for flow, odor, sheen and staining. All are mapped and it takes him about a week to inspect and tabulate data on the spreadsheet. Each outfall has an inspection sheet and number that notes the pipe size, type and location.
18b	S5.B.3.c.iv.	Percentage of total MS4 screened from permit effective date through end of the reporting year.	100

19	S5.B.3.c.v.	Describe how you publicized a hotline telephone number for public reporting of spills and other illicit discharges in the Comments field. (S5.B.3.c.v.)	The hotline number is on the City's website and goes directly to the receptionist 8-5 Mon-Fri. There is also an after hours number posted.
20	S5.B.3.c.vi.	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.B.3.c.vi.	Yes
21	S5.B.3.c.vii.	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. Describe actions in Comments field. (S5.B.3.c.vii.)	Our webpage, public meetings, management plan, staff training, contractor training, fliers/inserts utility billing for businesses, homeowners receive fliers/inserts, KEEN E3 Fair, Dial 811 seminar, radio, newspaper, Earth Month, Yakima River Clean Up, Drain Rangers in the schools.
22	S5.B.3.d.	Implemented an ongoing program designed to address illicit discharges, including spills and illicit connections into the MS4 per S.5.B.3.d.	Yes
23	S5.B.3.e.	Implemented an ongoing illicit discharge training program for all staff responsible for implementing the procedures and program, as described in S5.B.3.e.	Yes
24	S5.B.3.f.	Attach a report with data describing the actions taken to investigate, characterize, trace and eliminate each illicit discharge found by or reported to the permittee. The submittal must include all of the applicable information and must follow the format and timelines described in Appendix 7. (S5.B.3.f.)	IDDEs for WAR046004_24_02102 021141756
25	S5.B.4.a.	Implemented an ordinance or other regulatory mechanism and enforcement procedures for construction site stormwater runoff control as described in S5.B.4.	Yes Comment: Our development standards are a cut and paste out of the 2019 SWMMEW and are codified as code. Our development standards are enforceable though the city code. Our standards require the exclusive use of the 2019 manual with regards to plan review, inspection, clearing and grading and TESC.
26	S5.B.4.a.i.-iv.	Adopted ordinance or other regulatory mechanism and enforcement procedures for construction site stormwater runoff control as described in S5.B.4.a.i.-iv. (Required no later than December 31, 2022)	Yes

26a	S5.B.4.a.i.-iv.	Cite code reference.	Our development standards are a cut and paste out of the 2019 SWMMEW and are codified as code. Our development standards are enforceable through the city code. Our standards require the exclusive use of the 2019 manual with regards to plan review, inspection, clearing and grading and TESC.
27	S5.B.4.b.	Reviewed site plans for all new development and redevelopment projects as described in S5.B.4.b.	Yes
27a	S5.B.4.b.i.	Number of site plans reviewed during the reporting period. (S5.B.4.b.i.)	6
27b	S5.B.4.b.i.	The number of construction sites that provided their intent to apply for the "Erosivity Waiver" during the reporting period as described in S5.B.4.b.i.	1
27c	S5.B.4.b.i.	The number of complaints investigated about sites that have received an "Erosivity Waiver" . (S5.B.4.b.i.)	0
28	S5.B.4.	Implemented procedures for site inspection and enforcement of construction stormwater pollution control measures. (S5.B.4.)	Yes Comment: Our inspector Dustin keeps daily records (IDR's) of erosion control enforcement on construction sites. An example of those appear in the SWMP.
28a	S5.B.4.c.i.	Number of permitted construction sites inspected during the reporting period. (S5.B.4.c.i.)	6
28b	S5.B.4.f.	Number of enforcement actions taken during the reporting period based on construction phase inspections at new development and redevelopment projects. (S5.B.4.f.)	2 Comment: Dust and track out complaints on the new Mt. Stuart School project.
29	S5.B.4.d.	Trained the staff involved in permitting, plan review, field inspections, and enforcement for construction site runoff control. (S5.B.4.d.)	Yes
30	S5.B.4.e.	Provided information to construction site operators and design professionals about training available on how to comply with the requirements in Appendix 1 and the BMPs in the SWMMEW, or an equivalent document. Describe information provided in the Comments field. (S5.B.4.e.)	Yes

30a	S5.B.4.e.	Describe information provided in the Comments field. (S5.B.4.e.)	The Dial 811 seminar held last February 2020 is our annual way to reach out to local contractors. I did a vactor truck demonstration and talked about new regulations in the SWMMEW as it applies to construction sites and how find the manual online.
31	S5.B.5.a.	Implemented ordinance or other regulatory mechanism and enforcement procedures to address post-construction stormwater controls runoff to the MS4 from new development and redevelopment as described in S5.B.5.a.	Yes Comment: Our storm development standards and our storm code both address post runoff to the MS4.
32	S5.B.5.a.	Revised ordinance or other regulatory mechanism and enforcement procedures to address post-construction stormwater controls runoff to the MS4 from new development and redevelopment as described in S5.B.5.a. (Adopted no later than December 31, 2022)	Yes
32a	S5.B.5.a.	Cite code reference	Again our standards and code already address this and allow us to inspect on private property post construction for runoff controls that need repaired, replaced or maintained.
33	S5.B.5.b.ii.(a)	Allowed non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) techniques to be used. (S5.B.5.b.ii.(a))	Yes Comment: Our standards has a large section devoted to LID development and retrofit. All of our city projects along with most private projects are now incorporating LID techniques (compost filtration, porous pavements, R-Tanks etc.)
34	S5.B.5.b.ii.(b)(2)	Required projects approved under S5.B.5. to retain runoff generate on-site for, at a minimum, the 10-year, 24-hour rainfall event or a local equivalent, using either on-site or regional stormwater facilities. (S5.B.5.b.ii.(b)(2))	Yes Comment: Our standards require at minimum the 10 year/24 hour storm be retained onsite, the first half inch of rainfall treated and if detention is required the 25 year storm be retained onsite.
35	S5.B.5.d.	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment sites. (S5.B.5.d.)	Yes

35a	S5.B.5.d.i.	Number of new and redeveloped sites inspected during installation of structural BMPs during the reporting period. (S5.B.5.d.i)	6
35b	S5.B.5.d.i.	Number of new and redeveloped sites inspected upon final installation of BMPs or upon completion of the project during the reporting period. (S5.B.5.d.i.)	6
36	S5.B.5.d.ii.	Inspected structural BMPs at least once every five years after final installation. (S5.B.5.d.ii.)	Yes
36a	S5.B.5.d.ii.	Number of BMPs inspected during the reporting period.	0 Comment: According to Gordon's spreadsheets he had nothing an acre or greater built in 2015-2016 that would trigger him to inspect. He inspects annually city facilities and others as needed as you'll see in the SWMP.
37	S5.B.5.d.	Number of enforcement actions taken as a result of these inspections during the reporting period? (S5.B.5.d.)	0
38	S5.B.5.e.	Trained the staff involved in permitting, plan review, inspection, and enforcement for post-construction stormwater control. (S5.B.5.e.)	Yes
39	S5.B.5.f.	Provided information to design professionals about training available on how to comply with the requirements in Appendix 1 and apply the BMPs in the SWMMEW, or an equivalent document. (S5.B.5.f.)	Yes
39a	S5.B.5.f.	Describe information provided and cite the manual used	It's the same information provided at the annual dial 811 seminar and we have a construction fact sheet and an erosion control handbook online. We also give out the construction fact sheet at all pre-submittal meetings to all developers/contractors.
40	S5.B.6.a.	Reviewed and, if needed, updated Operations and Maintenance Plan. (Required no later than December 31, 2022, S5.B.6.a.)	Not Applicable Comment: It will get updated summer of 2021
41	S5.B.6.a.	Implemented the schedule of Operation and Maintenance activities for municipal operations. (S5.B.6.a.)	Yes

42	S5.B.6.a.i.(f) and (g)	Have NPDES permit coverage for all applicable Permittee construction projects and industrial facilities. (S5.B.6.a.i.(f) and (g))	Yes Comment: All city projects an acre or greater apply for permit coverage with Ecology. The City shop and Treatment Plant do not require industrial coverage because there are no outfalls to streams, lakes or rivers. Both facilities discharge to ground 100% through grassy swales.
43	S5.B.6.a.i.(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.B.6.a.i.(h))	No Comment: Since our O&M plan covers all BMP's at the shop and BMP's in the field for all divisions and operations, it was deemed comprehensive enough to act as a SWPPP. It covers all storage of equipment, uses, maintenance of equipment, disposal, prep, spills, activities in the field and at the shop, spraying, snow removal, chip seal main breaks, sewer backups, gas crews, light department has their own O&M plan and it's inserted into the storm plan etc. etc. Training for field crews is documented in the manual.
44	S5.B.6.a.ii.(a)	Inspected stormwater treatment and flow control facilities (except catch basins) owned or operated by the Permittee at least once every two years. (S5.B.6.a.ii.(a))	Yes
44a	S5.B.6.a.ii.(a)	Number of facilities inspected during the reporting period.	37 Comment: Gordons spreadsheet of city owned facilities inspected 2020 appears in the SWMP. He inspects these annually.
45	S5.B.6.a.ii.(b)	Inspected municipally owned or operated catch basins and inlets every two years or used an alternative approach? (Required at least once every two years, S5.B.6.a.ii.(b))	Yes
45a	S5.B.6.a.ii.(b)	Number of known catch basins.	2207
45b	S5.B.6.a.ii.(b)	Number of catch basins inspected during the reporting period.	2207
45c	S5.B.6.a.ii.(b)	Number of known catch basins cleaned during the reporting period.	2207

46	S5.B.6.a.ii.(b)	If used an alternative to standard schedule for catch basin inspections for all or a portion of the MS4, attach description of the method used. (S5.B.6.a.ii.(b))	Not Applicable
47	S5.B.6.a.ii.(c)	Conducted spot checks of stormwater facilities after major storms. (S5.B.6.a.ii.(c))	Not Applicable Comment: For the past several years we haven't had on record any storms greater than 1.25 inches in 24 hours. Gordon does however inspect all public facilities annually and his spreadsheet is in the SWMP
48	S5.B.6.b.	Trained the staff with primary construction, operations, or maintenance job functions that are likely to impact stormwater quality. (S5.B.6.b.)	Yes
49	S7.A.	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A.)	Yes Comment: We have pet waste stations at all city parks, open spaces and other city properties. We send out a do not feed water fowl in the utility billing inserts and as an extra bonus, we sample at 7 locations on local streams twice a week looking for fecal coliform bacteria.
50	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.)	Doc1_50_02232021100520
51	S8.A.	Attach a summary of your participation in effectiveness study development and implementation during the reporting year. (S8.A.1. and S8.A.2.a.)	City of Ellensburg Study FINAL_51_02232021101222 Comment: Attached is our Street Sweeping QAPP. I didn't bother attaching the G19 letter.
56	S8.A.	Was the SWMP updated to include effectiveness study activities? (S8.A.2.f.)	Yes
57	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.)	Not Applicable Comment: We've not filed any G3's, just ERTS and IDDE Portals when necessary.
58	G3.A.	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.	No Comment: I put no because there should be a N/A for this question because we did not file any G3's.
59	G20.	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20.)	Not Applicable Comment: We've never been a G20 or out of compliance

60	G20.	Number of non-compliance notifications provided in reporting year. (G20.)	Not Applicable
61	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.)	Not Applicable Comment: Through the ERTS and Portal systems we notified, not the S4F system.
62	S4.F.3.a.	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.	Not Applicable
63	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

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.

Jon Morrow

3/12/2021 9:41:02 AM

Signature

Date