



Water Quality Program

Permit Submittal Electronic Certification

Permittee: PORT OF SEATTLE

Permit Number: WAR044701

Site Address: PIER 69
Seattle, WA 98111

Submittal Name: MS4 - Annual Report Phase I Ports

Version: 1

Due Date: 3/31/2017

Questionnaire

Number	Permit Section	Question	Answer
1	S9.E.5	Attach a notification of any jurisdictional boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period. per S9.E.5.	FINAL_Attachment_2_BoundaryCha_1_03232017090904
2	S6.E.1.a	Made educational material available to tenants and employees. (S6.E.1.a)	Yes
3	S6.E.2	Made the annual report and most recent version of the SWMP Plan available on website. (S6.E.2)	Yes
4	S6.E.3.a	Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern non-stormwater discharges. (S6.E.3.a)	Yes
5	S6.E.3.b	Implemented policies to prohibit illicit discharges. (S6.E.3.b)	Yes
6	S6.E.3.b	Implemented an enforcement plan to ensure compliance with illicit discharge policies. (S6.E.3.b)	Yes
7	S6.E.3.c	Maintained mapping data for the features listed in S6.E.3.c?	Yes
10	S6.E.3.c.v	Implemented a program to document operation and maintenance records for stormwater treatment and flow control BMPs/facilities and catch basins? (S6.E.3.c.v)	Yes
11	S6.E.3.d	Conducted field screening of at least 20% of the MS4 to detect illicit discharges and illicit connections? (S6.E.3.d)	Yes
12	S6.E.3.d	Implemented procedures to identify and remove illicit discharges and illicit connections? (S6.E.3.d)	Yes
13	S6.E.3.d	Number of illicit discharges, including illicit connections, eliminated during the reporting period? (S6.E.3.d)	8
13b	S6.E.3.d	Attach a summary of illicit discharges discovered and actions taken to eliminate the discharges. (S6.E.3.d)	FINAL_Attachment_3_IDDESSummary_13b_03232017091234
14	S6.E.3.e	Implemented a spill response plan that includes coordination with a qualified spill responder? (S6.E.3.e)	Yes

15	S6.E.3.f	Provided staff training or coordinated with existing training efforts to educate staff on proper BMPs for preventing illicit discharges and for identifying, reporting, and responding as appropriate? (S6.E.3.f)	Yes
16	S6.E.4.a	Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern construction phase stormwater pollution prevention measures? (S6.E.4.a)	Yes
17	S6.E.4.b	Ensured that all construction projects under the functional control of the Permittee obtained applicable NPDES permit coverage? (S6.E.4.b)	Yes
18	S6.E.4.c	Coordinated with local jurisdiction(s) on construction projects owned or operated by other entities that discharge into the Permittee's MS4? (S6.E.4.c)	Yes
19	S6.E.4.d	Provided staff training or coordinated with existing training efforts to educate staff on erosion and sediment control BMPs and requirements, or hired trained contractors to perform the work? (S6.E.4.d)	Yes
20	S6.E.4.e	Provided access, as requested, for inspection of construction sites under the functional control of the Permittee during land disturbing activities and/or the construction period? (S6.E.4.e)	Yes
21	S6.E.5.a	Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern post-construction stormwater pollution prevention measures, including proper operation and maintenance of the MS4? (S6.E.5.a)	Yes
22	S6.E.5.b	Coordinated with local jurisdiction regarding projects owned or operated by other entities which discharge into the Permittee's MS4? (S6.E.5.b)	Yes
23	S6.E.6.a	Implemented an operation and maintenance (O&M) manual for all stormwater treatment and flow control BMPs/facilities and catch basins? (S6.E.6.a)	Yes
24	S6.E.6.a.i	Updated the O&M manual following discovery or construction of new stormwater facilities? (S6.E.6.a.i)	Yes
25	S6.E.6.a.ii	Updated maintenance standards, as necessary, per S6.E.6.a.ii? (Required no later than July 1, 2016)	Yes
26	S6.E.6.b	Inspected stormwater facilities listed in the O&M manual and took appropriate maintenance action? (S6.E.6.b)	Yes
26b	S6.E.6.b	Number of stormwater facilities inspected during the reporting period?	668
26c	S6.E.6.b	Number of maintenance actions taken during the reporting period?	1190
27	S6.E.6.c	Provided appropriate training for maintenance staff? (S6.E.6.c)	Yes
28	S6.E.6.d	Maintained records of inspections and maintenance activities? (S6.E.6.d)	Yes

29	S6.E.7.a	Updated Stormwater Pollution Prevention Plans (SWPPPs) as necessary? (S6.E.7.a)	Yes
30	S6.E.7.d.	Inspected at least 20% of all sites covered by SWPPPs required under this permit? (S6.E.7.d.)	Yes
30b	S6.E.7.d.	Number of sites covered under SWPPPs?	43
30c	S6.E.7.d.	Number of sites inspected?	10
31	S6.E.7.f	SWPPPs include measures to prevent, identify and respond to illicit discharges, including illicit connections, spills and improper disposal? (S6.E.7.f)	Yes
32	S6.E.7.g	SWPPPs include a component related to inspection and maintenance of stormwater facilities and catch basins that is consistent with the O&M Program? (S6.E.7.g)	Yes
33	S7	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4 owned or operated by the Permittee? (S7)	No
34	S7.A	Complied with the specific requirements identified in Appendix 2. (S7.A)	
35	S7.A	Attach a status report of TMDL implementation. (S7.A)	
36	G20	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware that the non-compliance has occurred. (G20)	Not Applicable
37	G3	Notified Ecology in accordance with G3 of any discharge into or from the Permittee's MS4 which could constitute a threat to human health, welfare, or the environment. (G3)	Yes
38	G3.A	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.	Yes
39	S4.F.3.d	If applicable, 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
40	S8.A	Attach a description of any stormwater monitoring or stormwater-related studies per S8.A?	FINAL_Attachment_4_S tormwaterM_40_032320 17091444
41	S8.B.1.a	Submitted payment for participating in cost-sharing for regional stormwater monitoring program (RSMP) status and trends monitoring? (S8.B.1.a)	Yes
42	S8.B.1.b.iii	If choosing to conduct monitoring in accordance with S8.B.1.b, attach a data report in accordance with the approved QAPP per S8.B.1.b.iii? (Required to begin monitoring no later than October 1, 2015)	Not Applicable
43	S8.C.1	Submitted payment for participating in cost-sharing for RSMP effectiveness studies? (S8.C.1)	Yes

45	S8.C.2.b, Appendix 9	If choosing to conduct discharge monitoring in accordance with S8.C.2.b, attach an annual stormwater monitoring report per Appendix 9? (Submit reports beginning March 31, 2016).	Not Applicable
46	S8.C.3.a	Submitted payment for participating in cost-sharing for RSMP effectiveness studies? (S8.C.3.a)	Not Applicable
49	S8.C.3.b.iii	Began full implementation of the study no later than six months following QAPP approval? (S8.C.3.b.iii)	
50	S8.C.3.b.iv	Attach interim effectiveness study results and status report. (S8.C.3.b.iv)	
51	S8.D.1	Submitted payment for participating in cost-sharing for the RSMP Source Identification Information Repository? (S8.D.1)	Yes

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.

Stephanie Jones

3/28/2017 9:26:46 AM

Signature

Date

APPENDIX 3 – Annual Report Questions for the Port of Seattle and the Port of Tacoma

VI. Status Report Covering Calendar Year 2016

Permittees are required to submit annual reports online or in a format provided by Ecology, pursuant to Special Condition S9.A.

1. YES ☒ NO ☐ **Attach** a notification of any jurisdictional boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period. per S9.E.5.

Comments: **See Attachment 2 for jurisdictional boundary changes.**

S6.E Stormwater Management Program

S6.E.1 Education Program

2. YES ☒ NO ☐ Made educational material available to tenants and employees. (S6.E.1.a)

Comments:

S6.E.2 Public Involvement and Participation

3. YES ☒ NO ☐ Made the annual report and most recent version of the SWMP Plan available on website. (S6.E.2)

Comments:

S6.E.3 Illicit Discharge Detection and Elimination

4. YES ☒ NO ☐ Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern non-stormwater discharges. (S6.E.3.a)

Comments:

5. YES ☒ NO ☐ Implemented policies to prohibit illicit discharges. (S6.E.3.b)

Comments:

6. YES ☒ NO ☐ Implemented an enforcement plan to ensure compliance with illicit discharge policies. (S6.E.3.b)

Comments:

Phase I Municipal Stormwater Permit

-
7. YES ☒ NO ☐ Maintained mapping data for the features listed in S6.E.3.c?
- Comments:*
-
8. YES ☒ NO ☐ Mapped tributary conveyances and the associated drainage areas of MS4 outfalls with a 12 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems? (Required no later than December 31, 2017, S6.E.3.c.ii)
- Comments:*
-
9. YES ☒ NO ☐ Mapped known connections greater than or equal to 8 inches in nominal diameter to mapped tributary conveyances? (Required no later than December 31, 2017, S6.E.3.c.iii)
- Comments:*
-
10. YES ☒ NO ☐ Implemented a program to document operation and maintenance records for stormwater treatment and flow control BMPs/facilities and catch basins? (S6.E.3.c.v)
- Comments:*
-
11. YES ☒ NO ☐ Conducted field screening of at least 20% of the MS4 to detect illicit discharges and illicit connections? (S6.E.3.d)
- Comments: **Field screening conducted for 26.1% of MS4***
-
12. YES ☒ NO ☐ Implemented procedures to identify and remove illicit discharges and illicit connections? (S6.E.3.d)
- Comments:*
-
13. YES ☒ NO ☐ Number of illicit discharges, including illicit connections, eliminated during the reporting period: (S6.E.3.d)
- Comments: **8 illicit discharges identified and eliminated in 2016***
-
- 13b. Attach a summary of illicit discharges discovered and actions taken to eliminate the discharges. (S6.E.3.d)
- Comments: **Summary included in Attachment 3***
-

Phase I Municipal Stormwater Permit

14. YES ☒ NO ☐ Implemented a spill response plan that includes coordination with a qualified spill responder? (S6.E.3.e)

Comments:

15. YES ☒ NO ☐ Provided staff training or coordinated with existing training efforts to educate staff on proper BMPs for preventing illicit discharges and for identifying, reporting, and responding as appropriate? (S6.E.3.f)

Comments:

S6.E.4 Construction Site Stormwater Control

16. YES ☒ NO ☐
NA ☐ Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern construction phase stormwater pollution prevention measures? (S6.E.4.a)

Comments:

17. YES ☒ NO ☐ Ensured that all construction projects under the functional control of the Permittee obtained applicable NPDES permit coverage? (S6.E.4.b)

Comments:

18. YES ☒ NO ☐
NA ☐ Coordinated with local jurisdiction(s) on construction projects owned or operated by other entities that discharge into the Permittee's MS4? (S6.E.4.c)

Comments:

19. YES ☒ NO ☐
NA ☐ Provided staff training or coordinated with existing training efforts to educate staff on erosion and sediment control BMPs and requirements, or hired trained contractors to perform the work? (S6.E.4.d)

Comments:

20. YES ☒ NO ☐
NA ☐ Provided access, as requested, for inspection of construction sites under the functional control of the Permittee during land disturbing activities and/or the construction period? (S6.E.4.e)

Comments:

August 1, 2013

Modified August 19, 2016

S6.D.5 Post-Construction Stormwater Management for New Development and Redevelopment

21. YES ☒ NO ☐ Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern post-construction stormwater pollution prevention measures, including proper operation and maintenance of the MS4? (S6.E.5.a)

Comments:

-
22. YES ☒ NO ☐ Coordinated with local jurisdiction regarding projects owned or operated by other entities which discharge into the Permittee's MS4? (S6.E.5.b)

Comments:

S6.E.6 Operation and Maintenance Program

23. YES ☒ NO ☐ Implemented an operation and maintenance (O&M) manual for all stormwater treatment and flow control BMPs/facilities and catch basins? (S6.E.6.a)

Comments:

-
24. YES ☒ NO ☐ Updated the O&M manual following discovery or construction of new stormwater facilities? (S6.E.6.a.i)

Comments:

-
25. YES ☒ NO ☐ Updated maintenance standards, as necessary, per S6.E.6.a.ii? (Required no later than July 1, 2016)

Comments: Updated May 2016

-
26. YES ☒ NO ☐ Inspected stormwater facilities listed in the O&M manual and took appropriate maintenance action? (S6.E.6.b)

Comments:

-
- 26b. Number of stormwater facilities inspected during the reporting period: **668**

Comments:

Phase I Municipal Stormwater Permit

26c. Number of maintenance actions taken during the reporting period: **1,190**
Comments:

27. YES ☒ NO ☐ Provided appropriate training for maintenance staff?
(S6.E.6.c)

Comments:

28. YES ☒ NO ☐ Maintained records of inspections and maintenance activities? (S6.E.6.d)

Comments:

S6.E.7 Source Control in existing Developed Areas

29. YES ☒ NO ☐ Updated Stormwater Pollution Prevention Plans (SWPPPs) as necessary?
(S6.E.7.a)

Comments:

30. YES ☒ NO ☐ Inspected at least 20% of all sites covered by SWPPPs required under this
permit? (S6.E.7.d.)

Comments: **23.3% of sites inspected**

30b. Number of sites covered under SWPPPs: **43**

Comments:

30c. Number of sites inspected: **10**

Comments:

31. YES ☒ NO ☐ SWPPPs include measures to prevent, identify and respond to illicit
discharges, including illicit connections, spills and improper disposal?
(S6.E.7.f)

Comments:

32. YES ☒ NO ☐ SWPPPs include a component related to inspection and maintenance of
stormwater facilities and catch basins that is consistent with the O&M
Program? (S6.E.7.g)

August 1, 2013

Modified August 19, 2016

Comments:

S7. Compliance with Total Maximum Daily Load Requirements

33. YES ☐ NO ☒ Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4 owned or operated by the Permittee? (S7)

Comments:

34. YES ☐ NO ☐
NA ☒ Complied with the specific requirements identified in Appendix 2. (S7.A)

Comments:

35. YES ☐ NO ☐
NA ☒ Attached status report of TMDL implementation. (S7.A)

Comments:

General Conditions

36. YES ☐ NO ☐
NA ☒ Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware that the non-compliance has occurred. (G20)

Comments:

37. YES ☒ NO ☐
NA ☐ Notified Ecology in accordance with G3 of any discharge into or from the Permittee's MS4 which could constitute a threat to human health, welfare, or the environment. (G3)

Comments:

38. YES ☒ NO ☐ Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.

Comments:

S4 Compliance with Standards

39. YES ☐ NO ☐ If applicable, attached a summary of the status of implementation of any

Phase I Municipal Stormwater Permit

NA <input checked="" type="checkbox"/>	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)
<i>Comments:</i>	

S8 Monitoring and Assessment

40. YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> NA <input type="checkbox"/>	Attach a description of any stormwater monitoring or stormwater-related studies per S8.A?
<i>Comments:</i> Summary included in Attachment 4	

41. YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Submitted payment for participating in cost-sharing for regional stormwater monitoring program (RSMP) status and trends monitoring? (S8.B.1.a)
<i>Comments:</i>	

42. YES <input type="checkbox"/> NO <input type="checkbox"/> NA <input checked="" type="checkbox"/>	If choosing to conduct monitoring in accordance with S8.B.1.b, attach a data report in accordance with the approved QAPP per S8.B.1.b.iii? (Required to begin monitoring no later than October 1, 2015)
<i>Comments:</i>	

43. YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Submitted payment for participating in cost-sharing for RSMP effectiveness studies? (S8.C.1)
<i>Comments:</i>	

44. YES <input type="checkbox"/> NO <input type="checkbox"/> NA <input checked="" type="checkbox"/>	If choosing to conduct stormwater discharge monitoring in accordance with S8.C.2.b, submitted a QAPP to Ecology no later than February 2, 2014? (S8.C.2.c)
<i>Comments:</i>	

45. YES <input type="checkbox"/> NO <input type="checkbox"/> NA <input checked="" type="checkbox"/>	If choosing to conduct discharge monitoring in accordance with S8.C.2.b, attach an annual stormwater monitoring report per Appendix 9? (Submit reports beginning March 31, 2016).
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Phase I Municipal Stormwater Permit

Comments:

46. YES ☐ NO ☐
NA ☒ Submitted payment for participating in cost-sharing for RSMP effectiveness studies? (S8.C.3.a)

Comments:

47. YES ☐ NO ☐
NA ☒ Submitted a detailed study proposal to Ecology no later than February 2, 2014 per S8.C.3.b.i?

Comments:

48. YES ☐ NO ☐
NA ☒ Submitted a QAPP to Ecology within 120 days of Ecology's approval of the detailed study proposal? (S8.C.3.b.ii)

Comments:

49. YES ☐ NO ☐
NA ☒ Began full implementation of the study no later than six months following QAPP approval? (S8.C.3.b.iii)

Comments:

50. YES ☐ NO ☐
NA ☒ **Attach** interim results and status report. (S8.C.3.b.iv)

Comments:

51. YES ☒ NO ☐ Submitted payment for participating in cost-sharing for the RSMP Source Identification Information Repository? (S8.D.1)

Comments:

Port of Seattle 2016 Annual Report

Phase I Municipal Stormwater Permit Number WAR044701

Attachment #1 – Certification and Signature Authority

- 1A. Re-Delegation of Administrative Non-Monetary Authority
- 1B. Electronic Signature Agreement Form

MEMORANDUM

Date: February 9, 2016

To: Ted Fick, CEO

From: Stephanie Jones Stebbins, Director Maritime ENV & Planning
Jane Dewell, Stormwater Program Manager



**Re: REDELEGATION OF ADMINISTRATIVE NON-MONETARY AUTHORITY UNDER EX -2A
FROM CORPORATE MANAGING DIRECTORS TO DIRECTORS**

Please find enclosed the Redelegation for your signature. Signing this will allow signing and certification of routine documents required by stormwater permits at the Director's level.

The State of Washington's National Pollution Discharge Elimination System (NPDES) Waste Discharge Permits for Maritime/Real Estate facilities requires that all applications, reports, or information submitted to Ecology be signed and certified by either a principal executive office or ranking elected official unless delegated in writing. The Chief Executive Officer, under the authority granted under Resolution 3605 has delegated that authority to the Division Director. Port policy delegations below the Division Director level must be approved in writing by the appropriate Division or Corporate Executive Director and the Chief Executive Officer.

We recommend that you execute this re-delegation to allow individuals more closely involved in this work to sign document. These permits require frequent submittals with specific deadlines.

Summary Table:

Signature Requirement	Signature Certification Required by	Delegation to
All NPDES* applications, reports, or information submitted to Ecology	Chief Executive Officer Ted Fick 	Resolution 3605 has delegated this authority to the Division Director 1. David McFadden – Economic Development 2. Lindsay Pulsifer – Maritime properties
	Division Director 1. David McFadden – Economic Development 2. Lindsay Pulsifer – Maritime properties 	This Redelegation delegates authority to Director level 1. Skip Himes – Maintenance Stormwater NPDES permits 2. Stephanie Jones Stebbins – Maritime Stormwater NPDES permits 3. Scott Silcox - Signing of online electronic documents.

If you have any questions please contact at Jane Dewell at x 4668 for more information.

**REDELEGATION OF ADMINISTRATIVE NON-MONETARY OF AUTHORITY UNDER EX -2A
FROM CORPORATE MANAGING DIRECTORS TO DIRECTORS**

Signing Authority for the following:

1.4.7 Permit related documents necessary for the division's facilities or projects and all documents necessary for the implementation of such permits, including restrictive covenants required by the permitting authority;

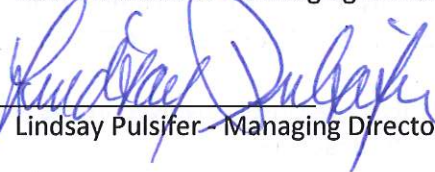
Authorized by:



Ted Fick - CEO



David McFadden - Managing Director Economic Development



Lindsay Pulsifer - Managing Director Maritime

Attachment EX-2A

Attachment - G19 CERTIFICATION AND SIGNATURE

Attachment EX-2A

ADMINISTRATIVE NON-MONETARY REDELEGATION OF AUTHORITY FROM THE CHIEF EXECUTIVE OFFICE TO STAFF

EX-2 A supplements EX-2 Administrative, Monetary and Contractual Redelegation of Authority from the Chief Executive Officer to Staff.

1. STATEMENT OF THE POLICY

This policy addresses the Chief Executive Officer's (CEO) redelegation to specific members of Port staff of portions of day-to-day management and administrative authority that the Port of Seattle Commission has delegated to the CEO in Commission Resolution No. 3605.

A. Purpose

The purpose of this policy is to address non-monetary administrative authority and reporting requirements, as is necessary and advisable in the efficient exercise of such authority granted under Resolution No. 3605.

B. General Comments

1. The CEO hereby delegates the administrative non-monetary authority under the specific subsections of Resolution No. 3605 to Division Directors and Corporate Executive Directors, as defined in EX-2, and to the Assistant to the CEO.

2. The delegation to each Director is limited to the division and corporate department for which each Director is responsible. Provided however, the delegation to Managing Director of Capital Development Division is not limited to the Capital Development Division with respect to procurement and contract administration duties.

3. The CEO may at any time rescind or suspend all or any portion of the delegated authority conferred upon Port staff under this Delegation.

4. Redelegations from the Division Directors, Corporate Executive Directors and Assistant to the CEO to their staff must be in writing and should be based on essential job functions of a position and consistent with the CEO's delegation to the particular Division Director, Corporate Executive Director or Assistant to the CEO.

5. All delegations below the Division or Corporate Executive Director and Assistant to the CEO level must be approved in writing by the appropriate Division or Corporate Executive Director, or Assistant to the CEO and the Chief Executive Officer.

C. Specific Delegations to Division Directors:

1.4.1 Operation, maintenance, administration and use of the Port's seaport terminals, airport and other properties and facilities within the division;

1.4.3 Implementation of construction work and alterations and improvements to the division's real estate and physical facilities and necessary planning incidental thereto;

1.4.4 Administration of the division's day-to-day "Normal Port Operations," which include personnel administration pursuant to applicable Port policies, procedures and collective bargaining agreements (including salary, wage and benefit matters, collective bargaining agreement negotiations and modifications, task and project assignments, hiring, firing, training, grievance procedures, diversity training and enhancement programs, employee enrichment and improvement, etc., as applicable).

1.4.6 Execution of documents related to the division's Normal Port Operations, except for contracts under the EX-2 delegation of monetary and contractual authority;

1.4.7 Permit related documents necessary for the division's facilities or projects and all documents necessary for the implementation of such permits, including restrictive covenants required by the permitting authority;

1.4.8 Application for and acceptance of division grants or other funds from federal, state or local governments; and

1.4.9 Delivery of services essential to the mission of the division; financial and accounting related matters, including requests for credit; check requests; and all other administrative matters, as applicable to the functions of the division.

2.5 COMPLIANCE WITH REAL PROPERTY AGREEMENTS – Delegation limited to the giving of all notices provided for in real property agreements and subject to EX-2 monetary delegations.

2.6 REAL PROPERTY AGREEMENT SECURITY AND INSURANCE – Take all necessary actions in connection with real property agreements (Agreements) surety bonds, letters of credit, cash deposits or other security and insurance coverage required under Agreements, including, but not limited to:

2.6.1 Release Agreement security (i) where adequate substitute security has been provided and the Agreement is not in default or (ii) when an Agreement has expired or is terminated (for other than a default).

2.6.2 Approve terms of any Agreement security

2.6.3 In appropriate circumstances, at the discretion of designee, reduce the dollar amount of security required for leases that have terms of five (5) or fewer years.

3.2 REAL PROPERTY ACQUISITIONS – After the Port Commission authorizes the acquisition of real property by negotiated purchase or condemnation, authorization to take all necessary steps, including executing all required conveyance, escrow and closing documents to finalize the transaction and obtain title of the property. The acquisition price (i) of individual properties and (ii) of several properties under the same ownership (when acquired in the same transaction) shall in no case exceed the Port's appraisal by more than ten percent (10%) without further specific Port Commission approval.

3.3 REAL PROPERTY SALES – After the Port Commission authorizes the sale of Port real property in accordance with State law and Commission policy, authorization to take all necessary steps to finalize the transaction, including executing all required conveyance, escrow and closing documents to finalize the sale.

6.1 CONTRACT ADMINISTRATION - Contract administration related to the mission of the division, including the preparation, negotiation and management of Port contracts subject to all applicable laws and Port policies and procedures;

8.1 UTILIZATION OF PORT CREWS - Use necessary workers for operation and maintenance of facilities pursuant to Commission approved labor agreements and the Pacific Coast Longshoremen's and Warehousemen's, Clerks' and Foremen's agreements (provided long shore labor may be hired through stevedoring contractors to provide services offered in Port tariffs); apply for and maintain Port membership in the Pacific Maritime Association.

14. ISSUANCE OF TARIFFS - Issue tariffs and tariff amendments as necessary, and provide notice of amendments to the Port Commission prior to implementation.

15. RULES AND REGULATIONS - Adopt any administrative rules and regulations necessary for the efficient operation of the Port and report such rules and regulations to the Port Commission prior to implementation, including any amendments to the Seattle-Tacoma International Airport rules and regulations adopted under Resolution No. 2801.

17. TRAVEL - Approve domestic travel for employees in order to effectuate necessary normal Port operations. Any expense reimbursement for authorized Port-related travel must follow requirements under Port Commission resolutions and other Port policies and guidelines for domestic and international travel. All international travel must be approved by the CEO.

D. Specific Delegations to Corporate Executive Directors:

1.4.4 Administration of the department's day-to-day "Normal Port Operations," which include personnel administration pursuant to applicable Port policies, procedures and collective bargaining agreements (salary, wage and benefit matters, collective bargaining agreement negotiations and modifications, task and project assignments, hiring, firing, training, grievance procedures, diversity training and enhancement programs, employee enrichment and improvement, etc. as applicable).

1.4.6 Execution of documents related to the department's Normal Port Operations, except for contracts under the EX-2 delegation of monetary and contractual authority;

1.4.8 Application for, acceptance and draw-down of department grants or other funds from federal, state or local governments; and

1.4.9 Delivery of services essential to the mission of the department; financial and accounting related matters, including payroll; accounts receivable; requests for credit; check requests; filing bankruptcy claims; filing against agreement security on delinquent accounts; and all other administrative matters, as applicable to the functions of the department.

6.1 CONTRACT ADMINISTRATION - Contract administration related to the mission of the department, including the preparation, negotiation and management of Port contracts subject to all applicable laws and Port policies;

9. LEGAL SERVICES/CLAIMS – As provided in Resolution 3605.

10. ADJUSTMENT AND WRITE-OFF OF ACCOUNTS RECEIVABLE - Adjustment and write-off of accounts receivable for valid operational reasons which do not constitute a gift of public funds and in accordance with Port policies and procedures, including the monetary limitations in EX-2.

12. INSURANCE PROGRAMS - Negotiate and obtain appropriate policies of insurance to cover Port property, liability, employee coverages, and other areas appropriately included within a comprehensive insurance program, including changes or modifications, and subject to the monetary limitations under EX-2. Keep Commission informed of the Port's insurance program and any changes or modifications thereto.

13. TRADE DEVELOPMENT PROGRAMS - Develop and carry out programs of trade development, tourism, tourism promotion, advertising and promotion consistent with statutory limitations, Port policies and procedures, including EX-2 limitations.

17. TRAVEL - Approve domestic travel for employees in order to effectuate necessary normal Port operations. Any expense reimbursement for authorized Port-related travel must follow requirements under Port Commission resolutions and other Port policies and guidelines for domestic and international travel. All international travel must be approved by the CEO.

19. WORKING FUNDS - Establish working funds, including petty cash and change funds, consistent with EX-2 and other Port policies and procedures.

E. Specific Delegations to Managing Director of Capital Development Division:

6.1 CONTRACT ADMINISTRATION –

- (a) Authority to grant waivers of competitive bidding requirements for: purchases under sole source contracts; purchases involving special facilities or market conditions; purchases in the event of an emergency; and emergency public works, in accordance with applicable laws and Port policies;
- (b) Authority to grant waivers of Equal Benefit Requirements as provided in sections 2.7 and 2.8 of Resolution No. 3549, as amended; and
- (c) Authority, with concurrence of General Counsel to grant, in writing, project specific or one-time waiver, to procedures identified in CPO-1 and other Port procurement procedures.

F. Specific Delegations to the Assistant to the CEO:

1.4.4 Administration of the Executive Department day-to-day administrative functions, including administration and supervision of the department's administrative staff pursuant to applicable Port policies and procedures.

1.4.6 Execution of documents related to the Executive Department's administrative functions, except for contracts under the EX-2 delegation of monetary and contractual authority.

1.4.9 Delivery of services essential to the administration of the Executive Department such as, financial and accounting related matters, including processing payroll; check requests;

promotional hosting authorizations pursuant to AC-4 and Resolution No. 2779; and all other administrative matters applicable to the functions of the Executive Department.

17. TRAVEL - Approve domestic travel requests for Executive Department administrative staff. Any expense reimbursement for authorized Port-related travel must follow requirements under Port Commission resolutions and other Port policies and guidelines for domestic and international travel. Process international travel requests for approval by the CEO.

Attachment – G19. CERTIFICATION AND SIGNATURE

- A. All permit *applications* shall be signed by either a principal executive officer or ranking elected official.
- B. All formal submittals required by this Permit shall be signed by a person described above or by a duly authorized representative of that person. A person is a duly authorized representative only if:
 - 1. The authorization is made in writing by a person described above and submitted to the *Ecology*, and
 - 2. The authorization specifies either an individual or a position having responsibility for the overall development and implementation of the storm management program. (A duly authorized representative may thus be either a named individual or any individual occupying a named position.)
- C. Changes to authorization. If an authorization under General Condition G19.B.2 is no longer accurate because a different individual or position has responsibility for the overall development and implementation of the stormwater management program, a new authorization satisfying the requirements of General Condition G19.B.2 must be submitted to *Ecology* prior to or together with, any reports, information, or applications to be signed by an authorized representative.
- D. Certification. Any person signing a formal submittal under this permit must make the following certification:

“I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that *qualified personnel* properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for willful violations.”

Electronic Signature Agreement Form

ESAF

Washington State Department of Ecology Water Quality Program

Headquarters: (360) 407-7097
Web site: www.ecy.wa.gov/programs/wq

For Ecology Use Only		Date Received:	
Form	Reviewed	Entered	Verified
ESAF			

1. Site Location Information

If you are applying for multiple facilities/permits, please include a list containing the site location information and permit numbers for all requested facilities/permits.

Site/Facility Name: Port of Seattle
Site Location Address: 2711 Alaskan Way
City/State/Zip: Seattle, WA 98117
Permit Number: WAR 044701

2. Electronic Signer Contact Information

Role: ☐ Facility Signer ☒ Facility Coordinator
Signature Account User Name: Jonesstebbins.s@portseattle.org
Full Name: Stephanie Jones Stebbins
Work Mailing Address: 2711 Alaskan Way
City/State/Zip: Seattle, WA 98117
Work Phone No. (Ext): (206) 787-3818
Work Email Address: Jonesstebbins@portseattle.org

3. Proof of Identity

Please include a copy of one of the following documents, with your name on the document, with your ESAF to prove your association with the facility-(ies).

- Your permit's letter of coverage
- Your permit's cover sheet
- A previously submitted DMR
- A correspondence from Ecology that has both the facility name and permit number on the same page
- Signature authority delegation letter signed by the permittee (responsible official).

4. Electronic Signature Agreement and Certification Statement

By completing and submitting this form to Ecology, I agree to follow the rules and procedures governing the Electronic Signature account. I also agree that the reports and documents I submit under my Electronic Signature will be used as the corresponding paper report would. I want to submit the following report(s) or document(s) using WQWebPortal with an electronic signature.

☒ Discharge Monitoring Reports/Submittals ☐ Notice of Intent (Permit Applications) ☐ Certificate of No Exposure

5. Clean Water Act Certification Statement

All submittals to the Department of Ecology under this WQWebPortal application are subject to the following certification, as required by federal and state regulations:

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. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete and I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

6. Certification Statement

I agree that I will: <ul style="list-style-type: none">• Protect my Electronic Signature account, which includes my answers to the verification questions and my password;• Review the content and meaning of my submitted Annual Reports and Notifications;• Within 24 hours of discovery, report to Ecology if:<ul style="list-style-type: none">◦ My Electronic Signature account is lost, stolen or used by someone else;◦ There is any difference between the information I submitted and the information displayed in WebDMR;◦ My role as a signer for this organization changes. Agree: <u>SSS</u> (initial here)	I agree that I will not: <ul style="list-style-type: none">• Let anyone else use my Electronic Signature account. Agree: <u>SSS</u> (initial here)
--	--

I, Stephanie Jones Stebbins (print Electronic Signer's name), understand that:

1. My electronic signature is legally the same as my handwritten signature for the purpose of compliance with the relevant environmental regulations;
2. A failure to timely notify Ecology of a possible misuse of my Electronic Signature account may result in my liability for the information submitted;
3. There are significant penalties for submitting false information, including possible fines and imprisonment, related to the federal Department of Justice and federal environmental program;
4. I will be asked to verify that I am following the rules outlined in this agreement when I electronically submit documents.

7. Signature of Electronic Signer


This form cannot be processed without a handwritten signature.

 Electronic Signer's Signature	<u>2/13/2015</u> Date
<u>Stephanie Jones Stebbins</u> Name (print or type)	<u>Director, Seaport Env. and Plan</u> Title

8. Signature of Permittee (Responsible Official)

This form cannot be processed without a handwritten signature.

I, Stephanie Jones Stebbins (insert name of permittee or responsible official) acknowledge that the individual named above works at/for Port of Seattle (insert site/facility name) and is authorized to submit documents on the site's/facility's behalf. I understand that I will be contacted by Ecology to validate the account holder's employment at the site/facility name listed above.

 Signature	<u>2/13/2015</u> Date
<u>Stephanie Jones Stebbins</u> Name (print or type)	<u>Director, Seaport Env. and Plan</u> Title

Note: You may skip this section if the responsible official has written, signed, and attached a delegation letter to this form or if the responsible official completes this form.

If you need this document in a version for the visually impaired call the Water Quality Program at 360-407-6401. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.

Port of Seattle 2016 Annual Report

Phase I Municipal Stormwater Permit Number WAR044701

Attachment #2 – Summary of Jurisdictional Boundary Changes

1. Eastside Rail Corridor

The Port of Seattle sold the remaining portions of the Eastside Rail Corridor under its ownership to Snohomish County. The sale involved portions of the Woodinville Subdivision that included the Snohomish River Bridge. The sale was completed March 25, 2016.

Port of Seattle 2016 Annual Report
Phase I Municipal Stormwater Permit Number WAR044701
Attachment #3 – Illicit Discharges Identified and Resolved

IDDE Incident Number	Date	Facility	IDDE Description	Port Actions Taken	Status
1	2/1/2016	T106	Two catch basins inside the warehouse at Terminal 106 were draining to City of Seattle (Seattle) municipal separate storm sewer system (MS4) under South Nevada Street..	The entire warehouse was inspected and only located the two internal drains located in the loading bays. These two catch basins in the warehouse were CCTV'd to verify connections to the Seattle MS4. The catch basins and associated lines were then cleaned. Downturned elbows were removed and 12 inches of concrete poured to seal each catch basin. Before these repairs, the tenant was instructed to keep the warehouse bay doors closed to minimize stormwater entering the warehouse. This practice was confirmed by site visits during/just after two rain events, with little rain was observed in the warehouse. Mr. Hart of Seattle Public Utilities was notified on 2/12/2016 that the issue had been resolved.	Resolved
2	2/24/2016	FT	Seattle Public Utilities (SPU) contacted Mike DeSota and stated there was drywall in one catch basin and soapy material in another catch basin near net shed 11.	Port of Seattle crew inspected the catch basins and cleaned them with a vactor truck. No evidence of pollution was found in the outlet pipe, with everything contained in the catch basins and cleaned with the vactor truck.	Resolved
3	4/27/2016	T91	During a normal inspection, the crew found a residual trail of debris leaving the main door of C155 into catch basin CB900.	Scott Silcox, Port of Seattle Regulatory Compliance Specialist, sent photos to Jim Anderson, Port of Seattle T91 staff, and reported the incident. Jim found a contractor who had been pressure washing the inside and it leaked out through a door. The contractor swept and cleaned around the drain. Maintenance was dispatched and cleaned the drain and jetted the pipe connected to CB900 and the downstream manhole pipe.	Resolved
4	6/13/2016	P69	A parked car leaked two quarts of motor oil onto the North Apron directly adjacent to drain 6333.	The catch basin was plugged to prevent additional oil from entering the catch basin. Oil was soaked up from the concrete on the North Apron and inside the catch basin using absorbent pads. A Port of Seattle crew pressure washed the concrete to remove residual oil with a vacuum truck collecting the wash water for proper disposal. The catch basin was also cleaned with the vactor truck.	Resolved

Port of Seattle 2016 Annual Report
Phase I Municipal Stormwater Permit Number WAR044701
Attachment #3 – Illicit Discharges Identified and Resolved

IDDE Incident Number	Date	Facility	IDDE Description	Port Actions Taken	Status
5	7/12/2016	T10	During a routine catch basin inspection (CB5235), a spill of a slurry gelatinous material that smelled like diesel but looked like oil was approximately 24 inches deep in the catch basin.	A vactor truck was sent to the scene and cleaned the catch basin, the downstream line, and the next downstream manhole (MH5208). They also pressured washed the surrounding area and collected the wash water. Port of Seattle staff discussed the incident with the truck driver boss for the tenant at the site who identified that a bucket of an unknown material was knocked over and spilled onto the concrete in proximity to CB5235.	Resolved
6	7/29/2016	FT	Ray Giometti, Port of Seattle Fishermen's Terminal staff, reported a broken pipe on the bilge of a boat was spilling bilge water into the surface water at the marina.	Port of Seattle Marine Maintenance Dispatch dispatched a plumber to the spill who then contacted NRC and spoke to Petty Officer Gould who made the report NRC #1154819. Ray called back to say the problem was a broken PVC pipe and the spill was "minimal." The Port of Seattle plumber fixed the broken pipe to resolve the issue. Mike DeSota, Port of Seattle Environmental Manager, was contacted and he said the USCG is likely to respond.	Resolved
7	11/23/2016	FT	Port of Seattle tenant FVO had a hydraulic line break on one of their cranes.	Mike DeSota, Port of Seattle Environmental Manager, advised Stephen Aaron of Port's Fishermen's Terminal of the proper actions FVO should take to respond appropriately. Mike DeSota notified Scott Silcox, Port of Seattle Regulatory Compliance Specialist, of the incident. Scott dispatched a maintenance crew with kitty litter, sweeper truck, and absorbent material. ProVac was already on site evacuating the contents of the catch basin structures. It was estimated that approximately 15 gallons of hydraulic fluid spilled and entered CB8075 and CB5027. However, no oil escaped the catch basins. ProVac cleaned out both structures and pressure washed the surrounding area, collecting all wash water. Maintenance deployed kitty litter and used the industrial vacuum truck to pick up oil and debris. No sheen was observed in the surface waters of the marina.	Resolved

Port of Seattle 2016 Annual Report
Phase I Municipal Stormwater Permit Number WAR044701
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IDDE Incident Number	Date	Facility	IDDE Description	Port Actions Taken	Status
8	12/19/2016	T5	Found diesel oil fuel under a pile of leaves while leaf blowing.	Port of Seattle Marine Maintenance Crew Chief Shane Shauf notified dispatch of approximately three to five gallons of diesel fuel on the ground and in a catch basin (CB1355) at T5. A Port of Seattle maintenance crew was already at the site and initiated cleanup actions using a vactor truck and sweeper. The sweeper was used to clean the area around the spill. The stormwater system was inspected, and it was identified that one downstream manhole had diesel in it. The affected catch basin, manhole, and associated lines were cleaned. The maintenance crew checked the suspected equipment for leaks and none were found. The source of the spilled diesel could not be determined. No sheen or diesel was observed in adjacent surface waters.	Resolved

Port of Seattle 2016 Annual Report

Phase I Municipal Stormwater Permit Number WAR044701

Attachment #4 – Summary of Stormwater Monitoring and Stormwater Related Studies

1. Terminal 10 Annual Stormwater Treatment System O&M

In 2011, the Port completed redevelopment activities at Terminal 10, which included the design and installation of stormwater treatment vaults. Ongoing maintenance and evaluation of the stormwater treatment system is required by the United States Environmental Protection Agency (EPA), with associated reporting. An Operations and Maintenance (O&M) report for 2016, as described in the Stormwater Pollution Prevention Plan for Terminal 10, was completed in March 2017 and provided to the EPA and Lockheed as part of long-term monitoring in the Lower Duwamish Waterway.

2. Terminal 102 Roof Runoff/Downspout Study

The Port collected stormwater samples discharging from distinct downspouts at Terminal 102 Building A. Samples were collected on November 09, 2016 and were analyzed for the following: diesel range hydrocarbons (NWTPH-Dx), total copper, and total zinc. Turbidity and pH field measurements were taken. The analytical results suggest that the roof of Building A is a minor source for the target chemicals of concern and turbidity. Barrels with oyster shells have been installed on the downspouts for Building A, with additional monitoring planned for 2017 to evaluate effectiveness of the oyster shell barrels.

3. Terminal 117

The Port conducted continued monitoring of Terminal 117 throughout the year in accordance with the Interim Stormwater Control and Monitoring Plan developed with the EPA for the site in February 2016. Monitoring included site inspections, discharge sampling, and field turbidity measurements.