

## **MONITORING PROGRESS AND REPORTING**

### Monitoring and Reporting Requirements

The purpose of monitoring and reporting is to document successful implementation of the SWMP on an annual basis. The County intends these annual reports to cover the fiscal year immediately prior to the reporting period.

The County will monitor the implementation of its program and the overall effectiveness by measuring and reporting the data discussed in the individual Minimum Control Measures sections discussed above.

In general, four types of data will be collected:

- Progress in establishing BMPs that are developed during the SWMP implementation period, or establishing existing BMPs in newly identified permit areas;
- Training the staff (and contractors, as appropriate) who work for the County;
- Objective measures of ongoing BMPs, such as public participation or education outreach; and
- Response time and results of pollution cleanup.

The County will evaluate both current conditions and BMP effectiveness, and, as appropriate, update BMPs and measurable goals to achieve the objective of meeting water quality standards to the MEP. It may be necessary to expand or better tailor existing BMPs after implementing the minimum control measures described in this SWMP. Such changes will be based on the results of monitoring provided in the annual reports and developed in consultation with stakeholders and the RWQCB.

### Form and Content of Annual Report

The County will provide annual reports pursuant to the reporting requirement of the General Permit. Data such as number of employees trained, number of construction sites inspected, etc. will be presented in summary tables. Because the County is required to keep records for five years and due to the intent of the reporting requirement, the annual report will focus on a summary of progress and discuss any changes to the SWMP to be implemented in meeting the MEP standard. Of necessity, the reporting format needs to be flexible and if changed, reasons will be given. Focus will be to clearly show progress, to discuss program adjustments, and respond to challenges in implementing the SWMP.

Reporting and Compilation of Data

The County is developing a central reporting system to allow a web-based reporting of BMPs. This County-wide program is intended to track BMP selection and implementation, identify schedules for all facilities, and provide the opportunity for feedback and clarification on BMPs. Report results will be used directly in the annual report to the RWQCB to identify BMPs implemented by the County.

Pursuant to the General Permit, the County will retain storm water records for five years. Each department responsible for implementing substantive elements of the SWMP will be directed to keep their records for five years. These records will be the source of compiled data contained in the annual report.