

10-15-07 Update- Draft Matrix

Note: Lead Agencies listed in Blue

**Table 1 Oakland Bay Action Plan Strategy**

Objectives and Tasks	Action Steps	Performance Measures	Timeline	Product/Outcome	Fund Source and amount-(include intra-agency funding)	Lead Agency/Partners
<b>Objective 1: Identify Responsible Lead Agencies, Action Steps and Performance Measures</b>						
Hold regular meetings of Closure Response group. Include all entities involved in Oakland Bay restoration projects	Regular meeting dates	Hold at least <del>4 quarterly</del> 4 quarterly meetings a year.	As scheduled	Coordination of Closure response strategy		MCPH, all partners
Develop closure response plan	Write draft plan  Distribute updated drafts  Final Draft		On-going  1 to 2 weeks after group review is complete	Compliance with amended RCW 90.72.045  Final closure response plan, updated as needed	Environmental Health Program (EH) budgeted staff work load redirected to OB	Mason County Public Health (MCPH), other agency partners, landowners
Designation of Oakland Bay as “area of special concern” or “marine protected area”	1 <sup>st</sup> draft of On-Site Plan  Draft to DOH and public for comment  On- Site Plan Adopted		3/30/07  7/1/07  10/23/07	Designation included in On-site plan as required by WAC 246-272A Done	Washington State Department of Health (DOH, Puget Sound Counties initiative	Board of County Commissioners (BOCC), MCPH
Update closure response group on grant work related to APS	Each agency or group reports APS work to Closure Response committee  Evaluate reports for alignment with public outreach goals and objectives and include relevant updates in public outreach		Quarterly  Quarterly	Clear communication between stakeholders	Grant funded	MCPH, Mason Conservation District (MCD), WSU

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Provide monthly reports to Closure Response group on MCPH water quality & on-site activities within the boundaries of the district	Water Quality and On-site staff develop the report and email it to the Closure Response Committee distribution list before the 1 <sup>st</sup> meeting of the month.		<del>Monthly Weekly</del>	Timely updates on EH activities	EH budget	MCPH
<b>Objective 2: Identify District Boundaries, Oversight and Finance</b>						
Adopt ordinance creating the District	CRP committee provide recommendations to BOCC  Adopt district boundaries.	Done	5/10/07  5/15/07	District established	EH 2007 Budget for EH staff time	MCPH, BOCC
Develop and adopt a system of oversight	Agree on principals of oversight  Determine needed functions of committee and develop subcommittee to provide oversight, address or report on specific issues	Establishment of advisory committee	<del>Discussion ongoing – set date to establish committee?</del> 11/07	Oakland Bay Closure Response Committee provides interjurisdictional oversight of district  Educational Working Group formed. Implementation subcommittee, technical and executive groups due to form		<del>BOCC through</del> organizational principals agreed to by group
Develop integrated financial strategy	BOCC process. They are looking at options such as sales tax, Public Health money and private funding  Yearly meeting to coordinate grants <ul style="list-style-type: none"> <li>Rank to determine support for funding requests</li> </ul>		When plan finalized  On-going	Improved ability to obtain funding	Governmental and private funding needed, perhaps shellfish growers or other granting agencies	BOCC through budget and contributions from other agencies or entities.
Investigate septic or sewer options in Oakland Bay area.	Consultant assessing feasibility of septic or sewer district.	Report provided to MC Utilities	6/30/07	Done		MC Utilities

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<b>Objective 3: Develop and implement Public/Private partnerships, public education and involvement and evaluation plans for Closure Response Plan Development</b>						
Invite area commercial and residential landowners to be part of the closure response committee	Identify key stakeholder groups as part of public involvement strategy		Ongoing	Input from all stakeholders		Agencies in the Education Working Group- <u>lead to be assigned when advisory group membership established</u>
Invite key stakeholders that are not attending the CRP meetings to provide input on issues that might affect them	Provide additional participant names to Stephanie/education working group for outreach  Contact stakeholder, provide information  Report feedback to the CRP.	Stephanie contact chamber of commerce		Input from all stakeholders		MCD, Washington State University Mason County Extension (WSU) and MCPH- <u>lead to be assigned when advisory group membership established</u>

Objectives and Tasks	Action Steps	Performance Measures	Timeline	Product/Outcome	Fund Source and amount-(include intra-agency funding)	Lead Agency/Partners
Develop new educational materials and a public involvement plan regarding water quality in Oakland Bay	Hire consultant  Develop notices, flyers, Postcard, a letter and a notice for the Mason county website  Closure response public outreach meeting.  Hold periodic public outreach /update meetings ( <del>Quarterly</del> <del>(Quarterly?)</del> - format varies, business advocacy plan, reader board, workshop, materials distribution) or Summer <del>for</del> for annual meeting.		Done  Done  <del>Done</del> <del>Before finalized plan</del>  Ongoing. After finalized plan.	Educate public about Water quality and the closure response plan process Outcome: Community support, public comment and education	Mason County departments contributed funding to hire a part time professional	MCD, <a href="#">WSU</a> , Sea Grant, MCPH, other educational working group members and MC utilities
<i>MCPH, WSU and MCD will continue to develop partnerships in all their activities.</i>						
<b>Objective 4: Monitor Water Quality, Conduct Shoreline and Upland Surveys, and Conduct Research</b>						
Additional North Oakland Bay Circulation study	Design study  Implement Study  Report findings	Report by September 2008 on comparison of circulation patterns under windy flood tides, calm flood tides, windy ebb tides and calm ebb tides	Summer 07 9/08	Understand the circulation patterns under flood tide and windy conditions		DOH, Squaxin Island Tribe( <a href="#">SIT</a> )

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Research need for other special studies	Research subcommittee form on ad-hoc basis for recommendations Implement studies		As needed As needed As needed			<a href="#">SIT</a>
Freshwater sampling	MCD, Best Management Practices (BMP) sampling started Dec. 2006. MCPH & SIT ambient and intensive sampling	Quarterly review of number and location of samples taken by MCPH and SIT (MCD data is confidential), quarterly fact sheet on trends in FC levels, # of hot spots ID'ed and investigated w/analysis & recommendations to MCHD/MCD	On-going As needed	Pollution identification	EH 2007 Budget, Ecology grant EPA/ DOH grants (SIT)	<a href="#">SIT</a> , MCPH, Mason Conservation District (MCD)
MST data	Sampling completed 11/2006. Final report Phase II- resample after human/ ruminant sources of Fecal coliform are found and corrected	Design a 2008 follow up to the 2006 MST study to assess changes in FC sources	Done Pending	Report. on sources of human/ruminant sources of bacteria at sample stations Assess the effectiveness of the correction measures and test method	EPA	U S Environmental Protection Agency (EPA), <a href="#">SIT</a> , DOH, Ecology
Marine sampling	Determine if non-point identification and remediation have improved marine water quality in Oakland Bay enough to re-open/keep open portions of Oakland Bay for shellfish harvesting.	Increase from <del>125</del> to 30 –35 sample a year <a href="#">Reassess sampling needs in Feb '08</a>	<a href="#">Until Feb '08</a> <del>On-going</del>	Systematic random sampling of stations; additional studies	DOH, EH staff work assignment	<a href="#">DOH</a> , MCPH, <a href="#">Taylor</a>
Establish Oakland Bay ORCA buoy	Contact Partnership to follow up (Initial response positive, will cost 20K to deploy and .5 FTE to maintain.) Establish a weather station at Bayshore	<del>Need a lead agency to establish Performance measures. Talk to Duane.</del>		Long term water quality data for additional parameters	Federal <del>Government</del> <a href="#">Government</a>	<a href="#">Ecology-lead</a> , Puget Sound Partnership, University of Washington Congressman Norm Dicks
Sediment study and Aquaculture BMP sampling	Design study	Done? Results were given to CRC	Summer 07	investigate role of nearshore sediment as a bacteria incubator or	Squaxin/EPA	<a href="#">SIT</a> /Shellfish industry

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	<p>Implement study</p> <p>Report to CRP</p>			<p>amplifier</p> <p>identify transport mechanisms that resuspend bacteria from sediment into the water column</p> <p>report on the relationship of sediment and water column FC bacteria at DOH 614 during the summer, and the effect of wind speed, wind direction, tidal action, and shellfish bed management activities</p>		
Oakland Bay and tributaries water cleanup plan (TMDL)	<p>Draft technical report</p> <p>Draft cleanup plan</p> <p>Public comment</p> <p>Final plan, submittal to EPA</p>	Public draft of technical report and clean up plan	<p>October'07</p> <p>spring '08</p> <p>summer '08</p> <p>fall '08</p>	<p>Data analysis and modeling.</p> <p>Cleanup plan to be integrated with shellfish response plan.</p>	funded	Ecology
<b>Objective 5: Identify and Remediate Agricultural Sources</b>						
Identify all sites with livestock and poultry	Update existing inventory to identify number of parcels with livestock or poultry	3 updates w/inventory & GIS map revision as needed: 2/08, 9/08, 12/09	12/07	GIS map of inventory		MCD
Contact all livestock and poultry operations	Targeted mailing	Direct mailing	3/08		Centennial Grant. Cost share and technical assistance are available	MCD

Objectives and Tasks	Action Steps	Performance Measures	Timeline	Product/Outcome	Fund Source and amount-(include intra-agency funding)	Lead Agency/Partners
	Public meetings	3 workshops annually 2008-2009	3/08			
Require any application for a new agriculture building permit to either: (1) request a permit fee exemption by developing a farm plan with Mason Conservation District or (2) to submit a standard fee and application for a Mason Environmental Permit as part of permit process.	Develop regulation Adopt regulation	MCD will assist MCD/CD Track and report to DCD	7/07	Permit Application and fee waiver request submitted w/MCD letter or MEP submitted		Mason County Department of Community Development (DCD) MCD
Develop conservation plan for farmers	Design BMPs Implement BMPs Quarterly reporting of results Can general CD results be included?	3 Conservation Plans complete in SPD by 12/07 5 Conservation Plans in SPD by 12/08 10 BMPS implemented in SPD by 12/08	On-going	Best Management Practices that protect Water Quality	Centennial grant	MCD
)						
Anaerobic Digester construction	Find funding Construct	Collect and process organic wastes by 12/2008 From baseline of 0 - what amount of waste will be processed?	pending 4/08	Make the Anaerobic Digester available as a waste reduction tool in the watershed.		MCD
Respond to animal feeding operations or pasture based water quality complaints. (Ecology/ Ag. complaint line (360) 407-6300)	Coordination between Ecology and Washington State Department of Agriculture (WSDA) to determine the lead agency  Referral to MCD if there is no	Timelines and policy established as a PM for Ecology? ( Ag. may have 3 day response policy) Idea— <del>Also</del> —Also possible to get a monthly report from ECY- # complaints, # follow-ups, # informal actions, # formal actions for the area.  MCD will respond to DOE, WSDA referrals within 48 hours of receipt of agency notice or landowner request.	On-going  On-going	Identify and respond to water quality risks	Agency operating budget	WSDA, Ecology, MCD <u>To be determined</u>

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	<p>immediate impact or potential for impact to water of the state</p> <p>State enforcement action in cases with an immediate impact or potential for impact to water of the state.</p>		Schedule for action depends on the issue			
Respond to water quality complaints that involve land uses in critical areas	Investigate all WQ complaints in critical areas within 2 working days of referral	MCD will respond to MCD CD referrals within 48 hours of receipt of agency notice or landowner request.	On- going	Timely investigation of land use activities		MCD CD, MCD
<b>Objective 6: Identify and Remediate OSS Sources</b>						
Parcel Research	<p>Merge parcel data into O&amp; M database. Done</p> <p>Create list of all named stream parcels, all marine shoreline parcels and all other parcels to import to O &amp; M database</p> <p>GPS all large stormwater culverts that input to the bay</p> <p>Create a GIS layer</p> <p>Make layer searchable by stream, shoreline or upland designation</p>	Inventory of all closure area parcels in O& M database, searchable by stream, shoreline or upland designation.	<p>Done. 3/07</p> <p>Done</p> <p>Done</p> <p>Done</p>	Outcome- O & M database can be used to determine compliant, with O & M and target areas for investigative work, education or other outreach.	EH 2007 Budget	MCPH
OSS Sanitary Surveys – Marine shoreline, stream and upland	<p>- Use DOH shoreline SS as base. Review records.</p> <p>Conduct shoreline sampling. Develop protocol.</p>	Sample 1/3 of Shellfish Protection District shoreline yearly	<p>Done</p> <p>Starts in '08- subject to funding</p>	Outcome- To eliminate potential sources of OSS FC pollution	EH 2007 Budget	MCPH



Objectives and Tasks	Action Steps	Performance Measures	Timeline	Product/Outcome	Fund Source and amount-(include intra-agency funding)	Lead Agency/Partners
	<p>Segment streams with excessive FC levels and review septic records. Use results for voluntary compliance or code enforcement.</p> <p>Upland- Investigation based on complaint or unsatisfactory maintenance report</p>	<p>Complaints- Response time to follow current risk based policies. 100% response within timeline.</p> <p>Maintenance reports. Response time to follow risk based for policy and procedure when adopted (11/27/07) <del>100</del> 100% response within timeline. When report identifies failure it will be responded to under complaint timeline.</p>	<p>On- going</p> <p>Ongoing</p> <p>Ongoing</p>			
Dye tracing as required by sanitary survey results, complaint investigation results or unsatisfactory maintenance reports.	Dye traces will be prioritized according to department policy for sanitary surveys and complaints. # depends on number of sites identified.	100% follow up with sampling and referral to enforcement as needed	Dec- June yearly according to department policy and staffing	Outcome- OSS will be confirmed or eliminated as failing dye test.	EH 2007 Budget	MCPH

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Regular Operation and Maintenance (O&M) notification, monitoring, recording and follow-up for all OSS.	<p>Notify all septic system users of septic system maintenance schedule according to system type.</p> <p>Record responses in O &amp; M database.</p> <p>Send notices to systems to correct maintenance problems.</p>	<p>100% of residents notified of O &amp; M requirements.</p> <p>Record monthly as received</p> <p><del>Risked-based</del><del>Risked-based</del> policy and procedure adopted by 11/27/07  Procedure <del>to move</del><del>to move</del> from voluntary compliance to enforcement will be made clear in policy <del>and procedure</del><del>and procedure</del>.</p>	<p>Done</p> <p>Done</p>	<p>Contact Shellfish Protection District residents about new O&amp;M requirements and provide routine program activities in the area. Septic users notified of O &amp; M requirements. Maintenance activities are recorded, monitored and followed up is provided.</p>	OSS program	MCPH
Enforcement of OSS code	Update of enforcement policies	<p>Enforcement of new state code begun</p> <p>Local code adoption 11/27/07</p>	Done	Improved enforcement	OSS program	MCPH
Periodic assessment of feasibility and need for Nitrogen/Phosphorus removal	<p>Regular research of existing ordinances and new technology</p> <p>Puget Sound Partnership will provide assessment synthesis of current technology / ordinance to closure response committee.</p>		As needed			Ask PSP if they will take lead
Upgrade components of existing OSS	<p>Develop proposal for pilot O &amp; M improvements project (risers, alarms and effluent filters, etc)</p> <p>Find funding for O &amp; M improvements project.</p> <p>Work with local businesses to stock supplies needed and promotion of O &amp; M improvements to public. (Sea grant)</p>	<p>Proposal for pilot O &amp; M improvements Project developed by 10/31/07</p> <p>Apply for Centennial/other grants by 10/31/07</p>		OSS function better due to system improvements and ease of doing O & M.	OSS program, private funding	Sea Grant/MCPH

Objectives and Tasks	Action Steps	Performance Measures	Timeline	Product/Outcome	Fund Source and amount-(include intra-agency funding)	Lead Agency/Partners
Objective 7 Identify and Remediate other sources						
Goldsborough Stream sources	What kind of pollution? Should this go in another section? Identified through direct observation, information form, community members, or follow-up on stream and shoreline sampling.			Reduced Stream pollution		COS
Additional point source treatment or reduction						COS
Pet waste control	<p>Research pet waste station needs</p> <p>Install pet waste stations</p> <p>Upgrade of City of Shelton solid waste ordinances to better address pet waste</p> <p>Create plan that coordinates COS/MC activities with the educational working group pet waste education campaign</p> <p>Review of plan by Closure Response group</p> <p>Measure results</p> <p>If needed conduct targeted solid waste code enforcement</p>	<p>Need #s, goal here</p> <p>For MCPH- 100% response to solid waste enforcement within established guidelines and procedures</p>	<p>9/07</p> <p>10/07</p> <p>11/1/07</p>	<p>Teri has student research <del>project-project</del>. Report provided to COS/Mason County that identified locations needing a pet waste station.</p> <p>Increased convenience for pet owners</p> <p>Ability to enforce pet waste clean up</p> <p>Improved public response</p> <p>Report provided to COS/Mason County</p> <p>Increased compliance</p>	<p>COS/Mason County</p>	<p>Sea Grant?/ MCDLCD?/ COS/MCPH Ask Teri to lead. Discuss with Port of Shelton. Coordinate between MC depts. ( include Parks)</p>

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	Targeted education to Kennels through MCDCCD		12/07	with pet waste disposal regulations		
<b>Objective 8 Identify Land Use Policies and other Statutory Interventions that will Protect, Restore and Preserve</b>						
Property acquisition into conservancy	Evaluate feasibility and approaches	TBD- Barb Robinson	December 2007	Conservation lands with natural vegetation	TBD, potential grant sources	DCD, Capitol Land Trust

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Develop incentives for : <ul style="list-style-type: none"> <li>natural shoreline protection including reduction of existing hard armoring</li> <li>shoreline, riparian and other buffer enhancement with native plantings</li> </ul>	Explore different approaches for providing homeowner incentives for natural shoreline, riparian and other buffer protection and enhancement, such as property tax incentives. Research and identify potential funding sources and approaches <ul style="list-style-type: none"> <li>Develop a plan for implementation</li> <li>Implement incentives</li> </ul> Note: MCD can provide technical assistance to property owners	ID & report on sources by July 2008 (i.e. after close of leg 08) Plan by December 2008 Adopt/Implement by July 2009 MCD will hold at least 2 native plant workshops annually. MCD will prepare and distribute a brochure/mailer for shoreline/streamside landowners by 12/08. MCD will prepare at least 8 conservation plans focused on restoration by 12/08.	Develop program by July 2009  Incentive program will be ongoing	Improved natural function of shorelines, and critical area buffers  BOCC- tax incentives	To be identified, potentially through the legislature?	MCD MCD
Small Parcel Stormwater Site Plan requirements	MC Public Works has developed them, DCD intake staff to be trained in reviewing applications  MCD can provide BMP technical assistance	Training & implement by 12/07- done? 6/08 & 6-monthly – field evaluation of effectiveness, update if necessary  MCD will provide technical assistance to landowners requesting assistance with BMP implementation.  MCD will work with MCDCD to inform the public of the new requirements.	Summer 2007	Small Parcel Stormwater Best Management Practice Implementation	?MCDCD, MCPW?	MCD <del>MCD</del>

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County-wide stormwater ordinance	Developed by consultant (OTAK)	TBD - Public Works	County-wide 12/07- Done <a href="#">for Allyn + Belfair</a>	Adopted storm water plan.	MCPW	<a href="#">MCPW</a> <del>Lead</del>
City develop revised stormwater plan	The City will be finished by the end of the year	TBD City	January 2008	Revised stormwater plan adopted	City of Shelton	<a href="#">City of Shelton</a>
Enhanced stormwater code enforcement	MCDCD & MCPW to clearly identify internally which department is responsible for enforcing stormwater regulations, and provide stricter enforcement.	Public Works	2007-2008	Improved stormwater practices on parcels where stormwater violations exist.	Mason County	<a href="#">MCPW</a> <del>lead</del>
Reduce bacterial conveyance from Hwy 3 stormwater discharges	WSDOT shall implement pollution-prevention measures contained in its Hwy 3 Storm Water Management Plan					<a href="#">WSDOT</a>
Within the City of Shelton Critical Areas Ordinance changes and projects to improve the function of Goldsborough Creek	<del>(City to complete here)</del> <a href="#">Track data</a>		(city to complete here)	(City to complete here)	(city to complete here)	<a href="#">City of Shelton</a>
Implement NPDES 2 requirements	City of Shelton is working to be proactive and do this before it is required		?	Improved stormwater control	?	<a href="#">City of Shelton</a>
Minimize impervious surface coverage on parcels. Countywide stormwater ordinance to include LID standards	Explore where reduced impervious surface provisions could be incorporated into ordinances, then incorporate accordingly	Limits developed by July 2008  Implement by December 2008	Develop limits on lot area coverage prior to July 2008.	Less runoff, better stormwater treatment, more vegetative cover	?	<a href="#">MCDCD</a> , <a href="#">City of Shelton</a>

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Evaluate the need for special overlay protection	Using land tools such as carrying capacity and performance standards to assess land use activities and vegetative cover removal within the closure area.  Implement policy that adequately protects closure area	Tools ID <del>ed</del> by December 07  Evaluation -complete and <del>recommenda</del> recommendations to BOCC <del>ard</del> July 2008	December 08	Improved land use practices	?	MCD <del>CD</del> , City of Shelton
<b>Objective 9 Key Enforcement Elements (Note: Enforcement tasks may be found in other parts of this table. These tasks have been given a separate objective because they are considered critical to the success of the Closure Response Plan.)</b>						
Nonpoint ordinance <del>&amp; stormwater enforcement</del>	Project research and scoping- EH, DCD, PW discuss how inclusive of nonpoint sources ordinance should be and if ordinance is to be developed as part of the comp plan.  Write, review and revise  Draft review  Adopt	Set up scoping meeting ( Vicki) for NP <del>ordina</del> need ordinance- Barb, Pam, Charlie, Debbie	Summer/Fall '07  Fall '07  10/30/07  2/08	Provides enforcement options	Agency budget	MCPH, MCD <del>CD</del> , MCPW, BOCC, <del>MC Utilities, COS</del>
Update the Environmental Health Enforcement Policy and Procedures	Review  Provide recommendations to BOH  Implement		On-going  8/07  8/07	Policy and Procedures aligned with Oakland Bay Action Plan	EH budget	MCPH, BOH
<del>MCPW, MC Utilities, MCD<del>CD</del> COS and MCPH develop stormwater enforcement language here. (or in nonpoint task?)</del>						
Review the Oakland Bay Action Plan to ensure consistency with the Administrative Plan required under RCW 70.118.030	Review after Action Plan is approved  Revise Plan if needed	<del>Consistency</del> Consistency between Action Plan and Administrated Search Warrant requirements. – Ask TJ to review	11/27/07	Oakland Bay Action Plan provides for part of Administrative Plan requirements.		MCPA

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<b>Objective 10: Program Evaluation</b>						
Establish measurable goals to track Closure Response Plan effectiveness	TMDL limits for fecal coliform bacteria. <del>Other goals? Other goals?</del>	Quarterly review- MCBOCC and BOH <u>Annual review by DOH</u>			MCPH	<u>MCPH- all members of CRC</u>
Testing to determine if goals are being reached						<u>Ecology- DOH, SIT, MCPH</u>
Review and Revise Closure Response Strategy if goals are not reached	<del>Future discussion topic for CRG.</del>	<del>Annual review of DOH (or sooner?)</del>				<u>All</u>

### List of Acronyms

APS= Oakland Bay Action Plan Strategy  
 BMP= Best Management Practices  
 BOCC = Mason County Board of County Commissioners  
 COS= City of Shelton  
  
 DCD = Mason County Department of Community Development  
 DOH = Washington Department of Health  
 Ecology = Washington Department of Ecology  
 EH= Mason County Public Health Environmental Health Program  
 EPA = United States Environmental Protection Agency  
 GIS= Geographic Information System  
 MCD = Mason Conservation District  
 MCPH = Mason County Public Health  
 MCPW = Mason County Public Works  
 O & M = Operation and Maintenance  
 OSS= On- site sewage system  
 Sea Grant = Washington State Sea Grant, University of Washington  
 SIT = Squaxin Island Tribe



WSDA = Washington State Department of Agriculture  
WSU = Washington State University Mason County Extension

Note:

In the event any portion of this plan is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed a separate provision of this plan and such designation shall not affect the validity of the remaining portions of this plan.