

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, May 23, 2017, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

-
- | | |
|-----------|---|
| 6:30 p.m. | 1. Introductions/Roll Call |
| 6:35 p.m. | 2. Public Comments |
| 6:40 p.m. | 3. Approval of April 25, 2017 meeting minutes |
| 6:45 p.m. | 4. Communication Items |
| 6:50 p.m. | 5. Right-of-Way Vegetation Cost/Benefit Analysis |
| 7:20 p.m. | 6. Annual Stormwater Meeting and Public Hearing |
| 8:00 p.m. | 7. PWETC/City Council Joint Meeting - Preliminary Discussion |
| 8:15 p.m. | 8. Items for Next Meeting – June 27, 2017 |
| 8:30 p.m. | 9. Adjourn |

Be a part of the picture...get involved with your City...Volunteer!
For more information, contact Kelly at Kelly.obrien@ci.roseville.mn.us or 651-792-7028.

Volunteering, a Great Way to Get Involved!

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: May 23, 2017

Item No: 3

Item Description: Approval of the April 25, 2017 Public Works Commission Minutes

Attached are the minutes from the April 25, 2017 meeting.

Recommended Action:

Motion approving the minutes of April 25, 2017 subject to any necessary corrections or revision.

Move: _____

Second: _____

Ayes: _____

Nays: _____



**Roseville Public Works, Environment and Transportation Commission
Meeting Minutes - Tuesday, April 25, 2017 - 6:30 p.m.**

1. Introduction / Roll Call

Acting Chair Cihacek called the meeting to order at approximately 6:30 p.m. and at his request, Public Works Director Marc Culver called the roll.

Present: Acting Chair Brian Cihacek; and Members Thomas Trainor, Joe Wozniak, John Heimerl, and newly-appointed Commissioner Nancy Misra; with Member Seigler arriving at approximately 6:38 p.m.

Absent: Member Kody Thurnau

Staff Present: Public Works Director Marc Culver; Assistant Public Works Director Jesse Freihammer; and Environmental Specialist Ryan Johnson

Acting Chair Cihacek reminded those commissioners who were unable to attend the recent annual Ethics Training that they had been individually emailed the meeting for their viewing.

Member Wozniak also noted financial disclosure forms had been provided to commissioners for their return to City Hall as soon as possible.

2. Swearing in of New Commissioner / Election of Chair and Vice Chair

Acting Chair Cihacek administered the Oath of Office to newly-appointed PWETC member Nancy Misra and, along with his colleagues, welcomed Commissioner Misra to the PWETC.

Election of Officers

Motion

Member Trainor moved, and Member Wozniak seconded, TABLING of election of officers until after Communications items to allow time for remaining PWETC members to arrive at tonight's meeting.

Ayes: 5

Nays: 0

Motion carried

3. Public Comments

4. Approval of March 28, 2017 Meeting Minutes

Comments and corrections to draft minutes had been submitted by PWETC commissioners prior to tonight's meeting and those revisions incorporated into the draft presented in meeting materials.

Motion

Trainor moved, Member Heimerl seconded, approval of the March 28, 2017 meeting minutes as presented.

Ayes: 5

Nays: 0

Motion carried.

5. Communication Items

Public Works Director Culver and Assistant Public Works Director Freihammer provided additional comments and a brief review and update on projects, maintenance activities, and City Council actions listed in the staff report dated April 25, 2017.

Member Seigler arrived at this time, approximately 6:38 p.m.

Discussion included communication efforts by the city to make the community aware of the upcoming annual citywide clean-up day; report by staff of over eighty residents signing up in the 2017 Pavement Management Plan (PMP) project area for the option to replace their sanitary sewer lines at the same time, with staff also clarifying that this involved the private line from the main to the wye connection in the roadway impact zone and immediately outside the curb line, but did not include replacement all the way to the home; and staff further clarifying that if property owners expressed interest in televising their private line further than that provided by the city's contractor, they were informed by staff of the process to hire a contractor independently for televising that portion of the line.

At the request of Member Wozniak, Mr. Culver clarified that while the PWETC had recently discussed the possibility of recommending to the City Council such a service for televising private lines, beyond educating residents to be aware of the age, condition and materials in their private water and sewer lines, the city used caution in any semblance of endorsing a particular contractor. When asked, Mr. Culver advised that the city provided a list of responsible contractors offering service line televising. Mr. Culver suggested adding additional verbiage to property owner notices in areas affected by 2018 work projects as applicable.

Mr. Freihammer noted that staff had talked to most people receiving notices of 2017 PMP work in their neighborhoods, and provided information based on age of service and other outstanding issues each property may have experienced. At the further request of Member Wozniak, Mr. Freihammer advised that of the approximate seven miles of resurfacing planned for the 2017 PMP work, the 80-

90 residents expressing interest was only a small proportion of the many residents involved in the project areas.

At the request of Chair Cihacek, Mr. Freihammer reviewed the process for staff and the contractors to minimize interruptions, as well as coordinating private utility work done prior to the city's project being mobilized (e.g. Xcel Energy). Mr. Freihammer estimated that the majority of the private utility work will be completed in June in the PMP areas, and then those private utilities would move on to other work in the community needing general upgrades and replacements for the remainder of the construction season and as weather allows.

At the request of Chair Cihacek, Mr. Culver reiterated that there was no new news on pavement delamination on city roadways. Even though reviewed annually, and preferring annual seal coating to resume, Mr. Culver advised that Roseville, as well as other communities experiencing the same problem, continued to research and observe various materials and their wear as part of that study.

At the request of Member Trainor, Mr. Freihammer confirmed that a late Friday afternoon watermain break had occurred last week on County Road C east of Victoria Street. Since the location was adjacent to a stormwater and of considerable depth, Mr. Freihammer reported that the repair took longer than usual. Mr. Freihammer noted that this was indicative of the city's aging infrastructure; with this particular break occurring with almost sixty-year old cast iron pipe. Mr. Freihammer advised that staff would continue to prioritize the city's water main system, based on breakage history, material type, age, and other risk factors (e.g. size and depth of pipe or other area conflicts). Mr. Freihammer stated that the city hoped to be in a position in the near future to be more proactive similar to the rehabilitation method used for sanitary sewer lining.

Mr. Culver reported on last night's City Council actions of interest to the PWETC; with approval of the booster station design work of high priority to the Public Works Department over the next year; renewal of nine Park & Ride facilities as Interim Uses for the Minnesota State Fair for a term of five years, with additional conditions added to mitigate some of the parking and nuisance issues in those neighborhoods having those facilities; and consent agenda approval of Ramsey County's household hazardous waste disposal site.

Mr. Culver reported that there was interest among city residents for goats and potbelly pigs in Roseville, currently being researched by the Community Development Department and subject to City Council direction in the near future for a potential ordinance.

At the request of Member Heimerl, Mr. Culver confirmed that city staff worked cooperatively with Ramsey County and MnDOT project development/management teams for annual road projects attempting to accomplish work during the same timeframe to accommodate traffic flow and not

to interfere with area local and regional events and activities. Mr. Culver reported that each agency was getting better in being aware of and coordinating with other agency systems.

Election of Officers

Motion

Member Wozniak moved nomination of Member Cihacek, and Member Heimerl seconded, appointment of Member Cihacek to continue serving as Chair of the PWETC for the term of one year.

Member Cihacek accepted the appointment and nominations ceased.

Ayes: 6

Nays: 0

Motion carried.

Motion

Member Seigler moved nomination of Member Wozniak, and Member Trainor seconded appointment of Member Wozniak to serve as Vice Chair of the PWETC for the term of one year.

Member Wozniak accepted the appointment and nominations ceased.

Ayes: 6

Nays: 0

Motion carried.

6. Organics Recycling Location in Roseville

Mr. Culver reported that, in anticipation of this agenda item, the city's communications staff had sent out a posting on NextDoor.com and had received immediate responses in support of organic recycling in Roseville. Mr. Culver introduced John Springman with Ramsey County Environmental Health for a presentation on Source Separated Organics (SSO); the background of Ramsey County's efforts and desired goals for this recycling opportunity.

John Springman, Ramsey County Environmental Health

Mr. Springman's presentation included the request and approval by the Ramsey County Board of Commissioners in 2013 to add SSO collections to all seven yard waste sites during regular site hours; to expand winter hours (December through March) and to include weekends at all sites. With any of those sites currently available to Ramsey County residents, and estimated participation of 1,200, Mr. Springman reported that the next goal is to expand services to local community event coordinators (e.g. zero waste events).

At this time, Mr. Springman advised that the county's recycling contractor provided BPI certified compostable bags in two different sizes for residents' use. Mr. Springman reviewed other acceptable compost bags, with all collected and

managed separately from leaves and grass at compost sites by placing them in designated containers at each site and then hauled to a commercial SSO composting collection site.

At the request of Member Seigler, Mr. Springman estimated the annual budget for this Ramsey County service to residents was approximately \$42,000, less than the original budget estimate of \$50,000. With yard waste efficiencies, and hauling bid costs currently also down, Mr. Springman advised that those cost savings could carry over into organics allowing room for expansion. Mr. Springman reported that the largest cost of the program were obviously in providing bags and hauling. Upon recent switching of vendors, Mr. Springman reported that the county had seen an approximate \$30,000 reduction for yard waste costs, now handled by their vendor, Waste Management, at all fifty-four Ramsey County sites; with the firm interested in remaining the county's contractor, thus offering a very low rate. Mr. Springman reported that Waste Management had added organics collection in April of 2017 with the material hauled to the Specialized Environmental Technologies (SET) composting facility in Rosemount. Mr. Springman advised that the Waste Management contract expired at the end of 2018, with an option to renew to year-end 2020.

At the request of Chair Cihacek, Mr. Springman confirmed that the county buys organic compost bags off the State of Minnesota contract and had done so since 2014.

After the initial roll-out in 2014, Mr. Springman reported on additional options for the program, including seeking the County Commissioners' approval to add an additional six locations. Mr. Springman reported that elements of consideration for each location included collaboration with partner organizations (e.g. municipalities in Ramsey County); Ramsey County's seeking and obtaining necessary permits at their expense; the county's provision of up to \$5,000 toward construction costs; with the county also providing signage, collection containers and hauling services. Mr. Springman advised that Ramsey County would provide compostable bags and promote the service with any and all collection sites available to any resident in Ramsey County. Mr. Springman advised that the county had toolkits available for city use in their communication sources as well to promote the service.

As far as collection site criteria, Mr. Springman noted that the preference was for siting them on publicly-owned land; their location in under-served areas of the county; easy/visible access to the site; secure sites with the ability to accommodate traffic and parking, preferably on a hard surface; and screening of the site.

Mr. Springman displayed examples of enclosures, signage, large and small organic collection bags, and educational materials used to promote the sites and to inform what was and was not accepted for organic composting. Mr. Springman

also reviewed the county's efforts and sources to communicate the services; kitchen caddies, starter kits and loyalty cards. Mr. Springman advised that caddies and starter packets were handed out at yard waste sites along with tips to start composting organics; and supplemental bags available at those sites when dropping off full collection bags. Mr. Springman suggested having them available at City Hall for additional convenience for residents as well as at the collection sites.

Mr. Springman referenced a sample service agreement for hosting cities, with a City of Maplewood agreement provided to staff outlining city/county responsibilities and a point person for each agency identified in the agreement.

Mr. Culver reported that city staff had been brainstorming with Mr. Springman on potential sites in Roseville. Mr. Culver advised that the City Hall parking lot was already overtaxed and therefore not a viable site; and further advised that several park locations and adjacent parking lots were discussed to determine what made the most sense initially and could prove to be a smaller investment than the leaf collection site.

Chair Cihacek asked Mr. Johnson to share some of the specifics of potential sites in Roseville that could serve as an organics drop-off site, including the leaf collection site at County Road C and Dale Street and open space within that site. Mr. Johnson reviewed some of the considerations in determining a site, including potential traffic with any resident of Ramsey County and other municipalities able to use a Roseville site. Mr. Johnson advised that the proposed collection site would consist of a concrete slab with two dumpsters inside the gate adjacent to the compost site with sizing and adequate service worked out with Ramsey County. With city maintenance having reviewed the site, they found no problems, and Mr. Johnson reported that Waste Management had also reviewed and approved the site for access by their trucks. With a gate in place, Mr. Johnson noted that the site could be kept open for 24/7 access; and since it is already a hidden site, staff didn't feel any additional enclosures and related expenses would be needed beyond the existing concrete wall.

From the Public Works staff's perspective, Mr. Johnson reviewed the pros and cons of a Roseville organic collection site, with no significant impact identified. Mr. Johnson advised that staff considered having collection bags available at City Hall the best option versus having city staff monitor the leaf collection site for an ample bag supply, with Ramsey County staff monitoring bag supplies in conjunction with weekly pick-up service. Mr. Johnson advised that Public Works and Ramsey County staff would work with the city's communications department for education and outreach to Roseville residents. Mr. Johnson reviewed one of the cons with the yard waste site would be a potential layout change for compost and wood chips, currently experiencing muddy walking conditions and tracking dirt onto Dale Street and with yard waste dropped inside the access gate, there

was the potential for its contamination with increased non-residential use of the leaf site and possibly requiring more city staff monitoring of that site.

Discussion ensued with Chair Cihacek identifying current areas for wood chips, compost and additional materials on the displayed site map and potential relocation areas to make access easier. Mr. Culver noted that the woodchips and compost were available for pick-up as well as drop-off with gates – if installed – needing to be left open over the weekends when residents are typically performing their yard work and needing access for pick-up from the site. Discussion continued on options including moving organics collection into the bay on the exterior of the site for 24/7 access without any additional staff costs for weekends and still allowing access for organic drop off without significantly impacting the compost and wood chip materials. Mr. Culver identified the private property on the northern edge of the site; and further addressed concerns if gates were left open overnight, as well as larger issues with unauthorized dumping at the site and having to pay staff to open and close the gates.

Chair Cihacek suggested moving the gate as a more cost-effective measure if access was relocated.

Mr. Culver agreed this may be a valid consideration for a long-term solution, but would require additional city funds above the \$5,000 allowance from Ramsey County in order to move the gate and realign access. In the fall, Mr. Culver noted that the site got very full with leaves, and required room for city staff to move the rows around requiring space for circulating the rows. Mr. Culver stated that he didn't disagree with Chair Cihacek's suggestion, stated that he'd prefer to see dumpsters on the public side of the gate as well since they'd be more visible and the hauler could easily access them without being able to get into the gate or whether or not the main gate was blocked by leaves frequently dropped off and before city staff had time to move the leaves. However, without moving the gates, Mr. Culver opined that it would be difficult.

Referencing previous comments during staff's comments about the Parks & Recreation Department concerns in loosing any additional parking spots at suggested park locations for recycling and/or organic collection, Member Wozniak asked if there was an opportunity to minimize the loss of parking spaces when redoing parking areas to expand drop off areas. Mr. Culver reported that several parking spots had been added recently where possible, but also noted the additional demand for parking when activities are underway at parks (e.g. baseball and soccer fields).

Member Trainor encouraged rethinking the potential organic collection site as suggested by Member Wozniak, opining that this type of collection has the hallmarks of growing as recycling has grown in the community. Member Trainor opined that this industrial site has a strong list of cons and isn't appealing to people as well as being in close proximity to an incredibly busy 4-way stop with

people backing in to pick-up compost and chips. Member Trainor suggested installing a pad off the east end of the existing parking lot in space not currently being used, especially since those dropping off organics would spend a minimum amount of time and not use up parking space for any significant amount of time.

Further discussion on potential design of the site ensued and access issues.

Mr. Culver agreed that staff would explore this issue more, and while it may delay start up, suggested more discussion with the Parks and Recreation Commission and to receive public input on a proposed location.

Member Wozniak noted that the PWETC appeared to support an organic collection site in Roseville, but the concern was to get a location right and protect the current leaf compost site to avoid any dumping of materials (e.g. grass clippings, etc.) that would serve to further contaminate that compost.

Mr. Culver agreed that he had concerns in using the leaf collection sites including how to monitor the site to avoid contractors and non-Roseville residents dropping off leaves at the Roseville site and avoiding drawing any more attention to that site by combining it with non-resident drop off of organics and confusing the availability of city-specific services and programs.

Member Misra asked if Ramsey County had an anticipated timeline to move away from this type of collection system and moving toward residential curbside collection of organics.

Mr. Springman advised that there was no plan to do so at this point, since the main issue was with route density until it was proven for haulers that there was sufficient interest in organic collections to make curbside service efficient. While the option is probably in the near future, and the city had the option to include organic collections with their municipal organized curbside collection program for those trucks already in the area, Mr. Springman advised that it would require enough interest from residents and at this time there was no estimate of that timeframe.

Mr. Culver thanked the PWETC for its initial input and advised that staff would continue internal discussions about other potential sites, and then return with their recommendations to the PWETC at a future meeting.

7. Stormwater Mitigation Requirements Review

Mr. Culver noted PWETC discussions over the last few months about the various levels of stormwater management requirements and agencies involved and at what level. Mr. Culver noted that those discussions included what triggered agency requirements, costs associated and the actual requirements of each agency compared to those of the city.

In response, Mr. Johnson had prepared a summary presentation of the three watershed districts involved in Roseville, with each of their missions to manage, improve and protect local water resources. Mr. Johnson identified those three agencies as: Rice Creek Watershed District, Ramsey-Washington Metro Watershed District, and Capitol Region Watershed District. Mr. Johnson advised that the biggest driver was the city's MS4 permit system (Municipal Separate Stormwater Systems).

Mr. Culver asked for a definition of "shoreland" with Mr. Johnson responding that city code defined it as anything within 1,000' of a waterbody (e.g. McCarrons Lake, Lake Owasso, and smaller water bodies in the city and area). Mr. Johnson advised that an overlay district was 300' from ordinary high water levels of a particular lake that required stricter compliance (e.g. impervious surface coverage).

Mr. Johnson used the Dale Street soccer fields as an example project area; noting that Roseville prided itself as a green city with a priority to protect the community, parks, water quality, etc. through erosion control, best management practices (BMP's) and other mitigation efforts with a small upfront cost versus the ramifications of cleaning up contamination after the fact.

Mr. Johnson's presentation included Minnesota Pollution Control Agency (MPCA) requirements, permits and inspection fees and escrow funds, and a trigger based on the number of acres, typically using a tiered approach. Mr. Johnson provided comparisons of costs for each watershed district and the city with fees and escrows based per acre and involving erosion and sediment control, stormwater and erosion control, flood control, illicit discharge and connections, and wetland mitigation. Mr. Johnson further advised that the city worked with watershed districts and coordinated related issues and projects.

At the request of Member Seigler, Mr. Johnson clarified that the cost for a residential property would depend on the amount of impervious coverage as to when and how stormwater management standards were triggered and the portion necessitating erosion control. Mr. Johnson, in reviewing example costs, clarified that these engineering fees for erosion reviews were exclusive of building permit or other fees required for applications submitted to the Community development department.

At the request of Chair Cihacek, Mr. Johnson reviewed the intent of escrow funds and process to ensure erosion control is maintained throughout a project, at which time the money was refunded unless the city needs to use the funds for a contractor or city staff to bring a site into compliance if failures are found in that stormwater management system.

At the request of Chair Cihacek, Mr. Culver confirmed that a stormwater management review would be triggered on any residential remodel involving

excavation outside a home's original footprint. Mr. Culver advised that this also provided an opportunity for the city to address erosion control issues, also when a site is re-graded, and allowed staff to know what was occurring on sites within the city and inspect the work being done. Mr. Culver advised that the city took in numerous escrow and management fees annually, but during his tenure he only remembered one case where the city used escrow funds to take corrective actions.

Mr. Johnson advised that the city's escrow and permit renewal fees were outlined and refunded at the end of a project.

8. Vegetation Cost/Benefit Analysis

Given the lateness of the hour and since it wasn't time-sensitive, Chair Cihacek suggested tabling this discussion to a future meeting.

Motion

Member Trainor moved, seconded by Member Wozniak, to TABLE this item to the next available PWETC agenda.

Ayes: 6

Nays: 0

Motion carried.

9. Items for Next Meeting – May 23, 2017

Discussion ensued regarding the May PWETC agenda and time required for each item:

- Update on organics collection program to be provided for the next few months as part of staff's communication memorandum
- The required annual legally noticed MS4 Public Hearing scheduled for May, with an estimated time requirement of 30-45 minutes for the report and to hear any public comments
- Transportation Plan consultant discussions over the next few PWETC meetings as part of the Comprehensive Plan Update process (June/July), and including an extensive discussion on the Pathway Master Plan (July) including community engagement opportunities
- Community Development Department attendance at the May PWETC meeting for an update and information on Tax Increment Financing (TIF) Districts
- Tour Options, possibly in August or via a special meeting to organize a field trip in late afternoon or early evening at a specific construction project site of interest to the PWETC
- Possible tour of the Eureka Materials Recovery Facility (MRF)
- Member Trainor suggested a more formal introduction and brief bios of each member at the May PWETC meeting for the benefit of Member Misra.

10. Adjourn

457

Motion

458

Member Wozniak moved, Member Trainor seconded, adjournment of the meeting at approximately 8:24 p.m.

459

460

461

Ayes: 6

462

Nays: 0

463

Motion carried.

DRAFT

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 23, 2017

Item No: 4

Item Description: Communication Items

Public Works Project updates:

- Twin Lakes Parkway Phase III and Twin Lakes Area Signals: Extension of Twin Lakes Parkway from Prior Ave to Fairview Ave and construction of traffic signal at Fairview Ave. and Twin Lakes Parkway.
 - Contractor has begun work on the new turn lanes and started installation of the new signal system.
 - Work is anticipated to be completed by early June.
- Cleveland Lift Station: Lift station replacement project at Cleveland & Brenner.
 - Work will likely begin in June
- 2017 Lining Project
 - Estimated to line 5.5 miles of sanitary sewer main and 0.1 miles of storm sewer
 - Contractor started work in March and is 30% complete.
- Larpenteur Sidewalk
 - Work involves the construction of new sidewalk on the north side of Larpenteur Ave between Mackubin St and Galtier St.
 - Storm sewer and retaining wall work will be done by May 20.
 - New curb and concrete work will begin the week of May 22.
 - Traffic for east bound Larpenteur is reduced to one lane for the duration of the project.
- 2017 Railroad Crossing Improvements
 - Work involves replacement of railroad crossings on Terminal Road and Walnut Street.
 - Work will begin on Walnut Street starting May 22 at which time a detour will be in place.
 - Road closures and detours will be necessary during the railroad crossing replacements.
- Dale Street Parking Lot
 - Work involves the complete replacement of the parking lot for the soccer fields located off Dale St just south of County Road C.
 - Work began the week of May 8. Contractor will be installing the storm sewer and begin grading the lot. All work is scheduled to be completed June 16.
- 2017 Pavement Management Project
 - Council awarded this project to T.A. Schifsky & Sons, which is the same contractor that worked on this project last year. Schifsky's bid was 12.8% lower than the engineer's estimate largely due to good pricing for the bituminous pavement.
 - Work is anticipated to begin in early June.

- This year's projects involves 7 miles of street resurfacing, 1 mile of watermain replacement and various storm sewer upgrades.
- Staff will be opening bids on the following projects in the next month;
- 2017 Utility Improvements
 - Work involves the extension of watermain near Fairview and County Road C and the replacement of a ditch near County Road C2 and Long Lake Road.
 - Work to begin in June.
- Transportation Plan Update RFP
 - WSB & Associates will be working with the City to update the Transportation Plan and Pathway Master Plan. The plan is to have them at our June PWETC meeting to start the discussion.
- Water Booster Station
 - Staff has started working with AE2S to provide the first phase design and recommended additional staging of the rehabilitation of the City's Water Booster Station. We anticipate Phase 1, which will, at the minimum, include the replacement of the generator, to begin later this year.
- Lift Station Project
 - Staff began the design process with its consultants on upgrading the Walsh storm water lift station and upgrading the Lounge sanitary lift station.

Ramsey County updates:

- Ramsey County will be resurfacing Cleveland Ave between Iona St and County Road D. Work is anticipated to be completed sometime between July and September.

Private Utility Work:

- Xcel Energy will be replacing a large amount of gas mains ahead of this year's PMP project.
- Comcast will be upgrading its network in the majority of the City. Work involves the installation of additional utility cabinets in City right of way.

Minnesota Department of Transportation updates:

- Snelling Avenue Project – Resurfacing project between Como Ave and TH 36.
 - Creation of additional turn lanes at Larpenteur and County Road B.
 - Project has begun. Scheduled to be completed by the State Fair.
 - Lanes will be reduced to one lane for the duration of the project. Will have all lanes open for Back to the 50's.

City Council Update:

- The City Council recently reviewed the various CIP's for the City. They had some discussions about potentially shifting dollars from one fund to another to provide more funding sustainability amongst all of the various funds. The May 15th City Council packet includes a large amount of information on the 20 Year CIP's as well as the current and projected fund balances.
- The City Council has been spending a great deal of time reviewing the City's Subdivision ordinance in order to provide more consistency in the submittals for subdivisions as well as cleaning up the ordinance overall. Public Works has been involved in order to remove some of the more flexible standards from the ordinance and moving those into a Design Standards document which the Public Works Department will maintain. Changes to the Design Standards document will be presented to the PWET Commission in the future.

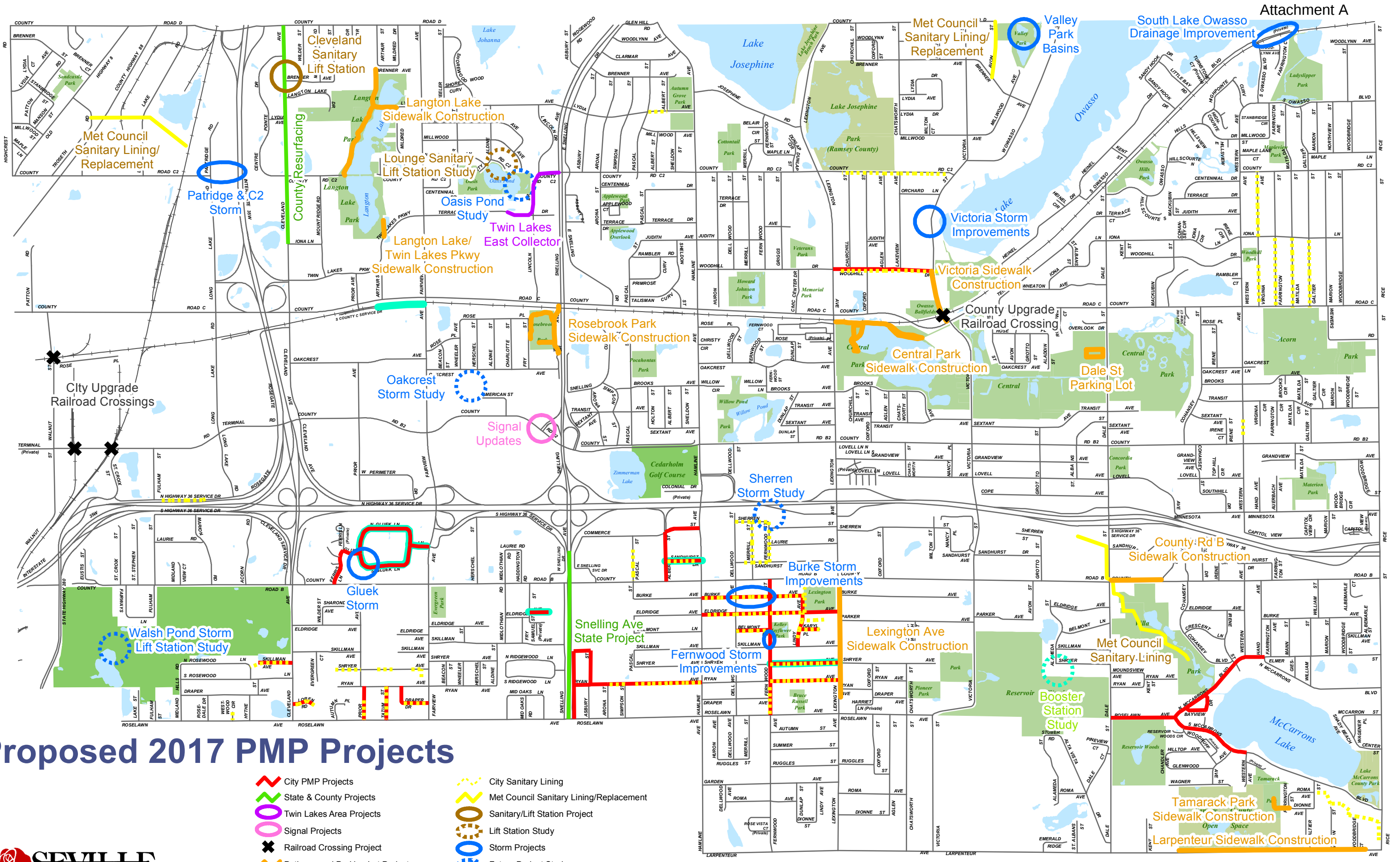
Major Maintenance Activities:

- Ongoing sign maintenance work. Anticipate replacing all of the City's Street Name signs this year thanks to a grant from 3M for their sheeting material used on the signs.
- Ongoing Spray patching.
- Seasonal workers have started allowing us to start work on:
 - o Flushing/painting fire hydrants
 - o Mowing large right-of-way areas
 - o More focused street repairs

Attachments:

A: 2017 Project Map

B: Development Activity Report



Proposed 2017 PMP Projects



Prepared by:
Engineering Department
March 27, 2017

- City PMP Projects
- State & County Projects
- Twin Lakes Area Projects
- Signal Projects
- Railroad Crossing Project
- Pathway and Parking Lot Projects
- City Sanitary Lining
- Met Council Sanitary Lining/Replacement
- Sanitary/Lift Station Project
- Lift Station Study
- Storm Projects
- Future Project Study
- Watermain Projects
- Booster Station Study

Data Sources and Contacts:
* Ramsey County GIS Base Map (3/10/17)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



ROSEVILLE COMMUNITY DEVELOPMENT DEPARTMENT • MAY 2017 • DEVELOPMENT ACTIVITY REPORT (*NEW IN MAY)					
	Project Name	Address	Project Description	Applicant/Owner Information	Starting/Occupancy
Residential Proposed Projects	Wheaton Woods	Wheaton Ave & Dale St	17 single-family homes (4 issued as of 4/28/17)	Golden Valley Land Co/TJB Homes/Accent Homes	Summer 2016/TBD
	Garden Station	Cope Ave/Lovell Ave	18 attached townhomes	GMHC	Winter 2015/TBD
	Farrington Estates	311 County Rd B	6-lot single-family subdivision	Premium Real Estate Solutions/Michael B. Oudin	Winter 2016/Fall 2017
Residential Under Construction	Applewood Pointe	2665 Victoria St	105-Unit senior co-op	United Properties	Summer 2016/Fall 2017
	Cherrywood Pointe	2680 Lexington Ave	Assisted living/memory care	United Properties	Summer 2016/Fall 2017
	New Home	718 Lovell Avenue	Single-family home	Dream Homes Inc.	Spring 2017/TBD
	New Home	901 Burke Ave	Single-family home	Equinox Construction, LLC	Summer 2016/Spring 2017
	New Home	1975 Cleveland Ave	Single-family home	David Raab	Winter 2016/Summer2017
	New Home	2179 Marion Rd	Single-family home	Homeowner	Summer 2016/Spring 2017
	New Home*	555 Roselawn Ave	Single-family home	Bald Eagle Builders	Spring 2017/Summer 2017
	New Home*	2199 Acorn Rd	Single-family home	Lee Homes	Winter 2017/Summer 2017
	New Home	2201 Acorn Rd	Single-family home	Lee Homes	Winter 2017/Summer 2017
	New Home	2215 Acorn Rd	Single-family home	Lee Homes	Winter 2017/Summer 2017
	New Home*	631 Cope Ave	Townhome	GMHC	Spring 2017/Fall 2017
	New Home*	635 Cope Ave	Townhome	GMHC	Spring 2017/Fall 2017
	New Home*	639 Cope Ave	Townhome	GMHC	Spring 2017/Fall 2017
	New Home*	643 Cope Ave	Townhome	GMHC	Spring 2017/Fall 2017
	New Home*	647 Cope Ave	Townhome	GMHC	Spring 2017/Fall 2017
	New Home*	651 Cope Ave	Townhome	GMHC	Spring 2017/Fall 2017
	New Home*	654 Wheaton Ave	Single-family home	TJB Homes	Spring 2017/TBD
	New Home	662 Wheaton Ave	Single-family home	TJB Homes	Spring 2017/TBD
	New Home*	663 Wheaton Ave	Single-family home	TJB Homes	Spring 2017/TBD
	New Home	678 Wheaton Ave	Single-family home	TJB Homes	Spring 2017/TBD
Commercial/ Industrial Proposed	Retail Building	2035 Twin Lakes Pkwy	New single-story, multi-tenant shell building	Tech Builders/Tech Builders	Fall 2016/Spring 2017
Commercial/ Under Construction	Aldi	2005 Twin Lakes Pkwy	New grocery	JAVA Capital Partners	Fall 2016/Summer 2017
	Denny's	2045 Twin Lakes Pkwy	New restaurant	Tech Builders/Tech Builders	Fall 2016/Spring 2017
	Green Mill	1705 Highway 36 #1010	Relocate restaurant	Europa Painting and Remodeling	Spring 2017/TBD
	Herbergers	1675 Highway 36	Interior remodel	Thomas Grace Construction/Bon Store Realty Two	Winter 2017/TBD
	JC Penney	1700 County Rd B2	New entrance	JC Penny Properties, Inc./Maxwell Builders	Fall 2016/Spring 2017
	Minnesota Loons LaCrosse	1633 Terrace Dr	Tenant remodel	Guptil Construction/St. Paul Fire & Marine Ins.	Winter 2017/Spring 2017
	Rosedale Shopping Center	1700 County Rd B2	Utility work, parking deck, interior updates, new anchor	Jones Lang LaSalle/PPF RTL Rosedale Shopping Ctr, LLC	Fall 2016/TBD
	Retail Building	1681 Rice St	New 9500 sq ft, single-story, multi-tenant shell building	Abufeddah, Inc.	Winter 2017/TBD
Proposed Public/Inst					
Under Construction Public/Institutional					

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 23, 2017

Item No: 5

Item Description: Cost benefits of Turf Grass vs. Plantings in City Right-of-Way

Background:

During the November 2016 Commission meeting, it was requested that staff look into the cost-benefits of different vegetation used in City Right-of-Way.

Staff looked at two scenarios to begin the discussion, each one consisted of a planted and turf grass option: one is 10,000 square-feet of streetscape area; the other is a 1 acre patch of open space on a slope. Cost estimates for the two options were created to look at the installation cost, and also included the annual cost for maintenance. The different scenarios were then modeled for their impact on stormwater and water quality benefits.

Recommended Action:

Receive presentation and provide feedback to staff.

Attachments:

A. Presentation

Vegetation Cost-Benefit Analysis

Engineering Department



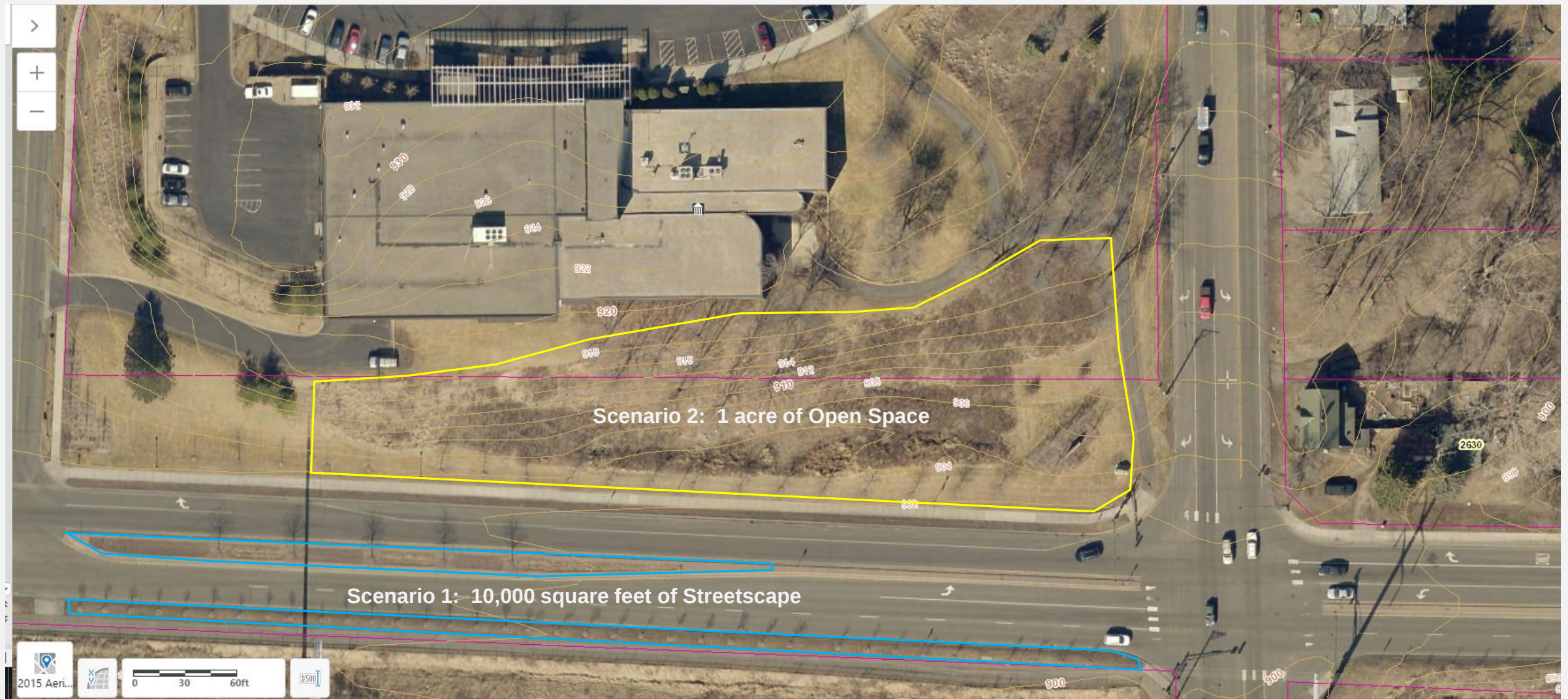
Vegetation Cost Benefit Analysis

Overview

- Overview
- Scenarios
 - Streetscape
 - Open Space (on a slope)
- Secondary Benefits
- Questions

Vegetation Cost Benefit Analysis

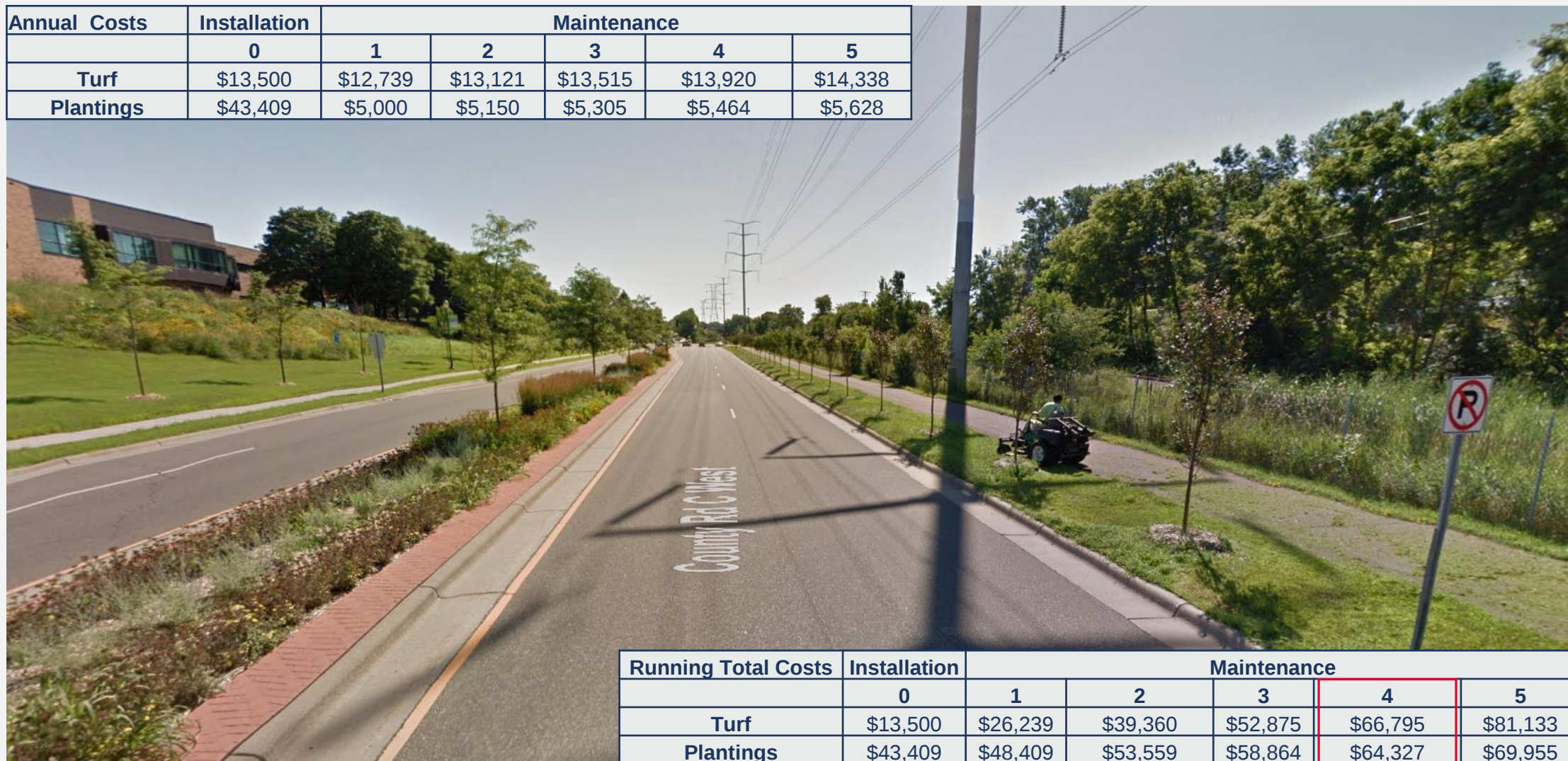
Scenarios



Vegetation Cost Benefit Analysis

Scenario 1 – Decorative

Annual Costs	Installation	Maintenance				
	0	1	2	3	4	5
Turf	\$13,500	\$12,739	\$13,121	\$13,515	\$13,920	\$14,338
Plantings	\$43,409	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628



Running Total Costs	Installation	Maintenance				
	0	1	2	3	4	5
Turf	\$13,500	\$26,239	\$39,360	\$52,875	\$66,795	\$81,133
Plantings	\$43,409	\$48,409	\$53,559	\$58,864	\$64,327	\$69,955

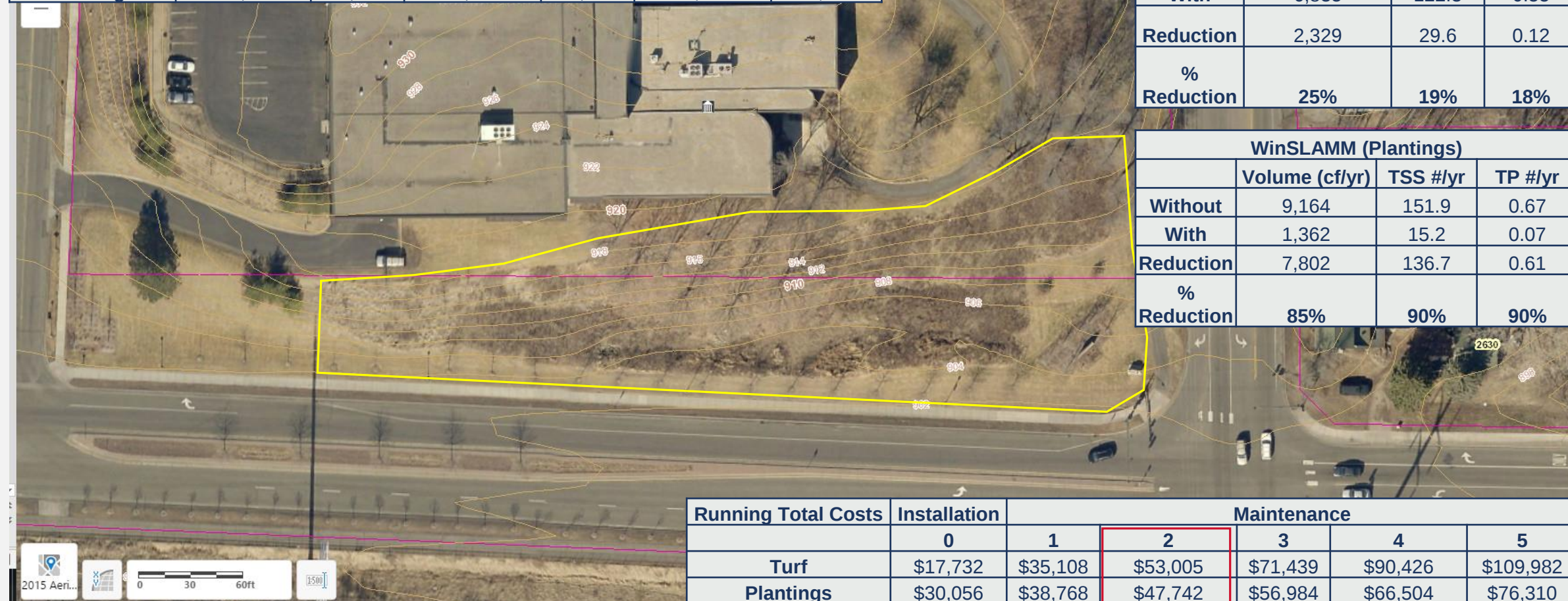
Vegetation Cost Benefit Analysis

Scenario 2 – 1 acre of Open Space

Annual Costs	Installation	Maintenance				
	0	1	2	3	4	5
Turf	\$17,732	\$17,376	\$17,897	\$18,434	\$18,987	\$19,557
Plantings	\$30,056	\$8,712	\$8,973	\$9,243	\$9,520	\$9,805

WinSLAMM (Turf)			
	Volume (cf/yr)	TSS (#/yr)	TP (#/yr)
Without	9,164	151.9	0.67
With	6,835	122.3	0.55
Reduction	2,329	29.6	0.12
% Reduction	25%	19%	18%

WinSLAMM (Plantings)			
	Volume (cf/yr)	TSS #/yr	TP #/yr
Without	9,164	151.9	0.67
With	1,362	15.2	0.07
Reduction	7,802	136.7	0.61
% Reduction	85%	90%	90%



Running Total Costs	Installation	Maintenance				
	0	1	2	3	4	5
Turf	\$17,732	\$35,108	\$53,005	\$71,439	\$90,426	\$109,982
Plantings	\$30,056	\$38,768	\$47,742	\$56,984	\$66,504	\$76,310

Vegetation Cost Benefit Analysis

Overview

- Secondary Benefits not included
 - Traffic calming
 - Reduced headlight glare
 - Habitat
 - Shallow groundwater recharge

Q & A

Questions?



THANK YOU

Engineering Department

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 23, 2017

Item No: 6

Item Description: Annual MS4 Stormwater Public Meeting

Background:

In 2003 Roseville received a permit from the Minnesota Pollution Control Agency regarding how the City manages the discharge of storm water into public waters. The overall program goal is to reduce the amount of sediment and pollutants that enter surface water from storm sewer systems. We have proposed to do this through a number of activities as required, ranging from best management practices, to education of the public about how they can help to reduce pollution. We have attached a draft copy of the City's annual report. Staff will present a summary of this information at the meeting, including the new completed requirements of the permit.

This is a required public information meeting where City residents are encouraged to share their comments and feedback regarding the City's proposed SWPPP and past years report. The report and findings from this meeting will be part of our documentation for our permit.

Recommended Action:

Receive Public Comments regarding the City's Storm Water Pollution Prevention Program.

Attachments:

- A. 2016 Annual Report
- B. 2013-2018 NPDES Phase II Permit
- C. Presentation



You are currently logged in as:

Roseville City MS4

If this is correct, click the 'Next' button. If this information is incorrect, contact Cole Landgraf (651-757-2880, cole.landgraf@state.mn.us) or Megan Handt (megan.handt@state.mn.us, 651-757-2843).

Before you begin...

A fillable Microsoft Word document with all of the questions is available at <https://www.pca.state.mn.us/sites/default/files/wq-strm4-06a.doc> (for personal use only, not for submittal).

The MS4 Annual Report for 2016 will automatically save your answers when you hit the 'Next' button at the bottom of each page.

If you wish to leave the MS4 Annual Report for 2016 and complete the document at another time, you may do so by clicking 'Next' at the bottom of your current page to save your progress before exiting the document. Return to the survey by following the previously used web link, and again login using your email and assigned password credentials. Once you successfully log in, your previous answers will appear.

The MPCA will email a PDF of your MS4 Annual Report for 2016 information to you in a confirmation email within three business days after you submit this form.

You may print a copy of the MS4 Annual Report for 2016 for your records at any time by pressing the 'Print' button at the bottom of the page.

Additionally, it is possible to save a PDF copy of the MS4 Annual Report for 2016 if you are working on a computer with OneNote (a program often included in Microsoft Office packages). Detailed saving instructions are available at stormwater.pca.state.mn.us/index.php/Guidance_for_saving_MS4_annual_reports.

MS4 Annual Report for 2016

Reporting period: January 1, 2016 to December 31, 2016

Due: June 30, 2017

Instructions: Complete this annual report to provide a summary of your activities under the 2013 MS4 Permit (Permit) between January 1, 2016 and December 31, 2016. MPCA staff may contact you for additional information.

Fillable document available at <https://www.pca.state.mn.us/sites/default/files/wq-strm4-06a.doc> (for personal use only, not for submittal).

Questions: Contact Cole Landgraf (cole.landgraf@state.mn.us, 651-757-2880) or Megan Handt (megan.handt@state.mn.us, 651-757-2843)

MS4 General Contact Information

Full name	Ryan Johnson
Title	Environmental Specialist
Mailing address	2660 Civic Center Drive
City	Roseville
State	MN
Zip code	55113
Phone	6517927049
Email	ryan.johnson@cityofroseville.com

Preparer Contact Information (if different from the MS4 General Contact)

Full name	
Title	
Organization	
Mailing address	
City	
State	
Zip code	
Phone	
Email	

MCM 1: Public Education and Outreach

The following questions refer to Part III.D.1. of the Permit.

Q2 Did you select a stormwater-related issue of high priority to be emphasized during this

Permit term? (Part III.D.1.a.(1))

Part III.D.1.a.(1)

- ☒ Yes
☐ No

Q3 What is your stormwater-related issue(s)? Check all that apply.

- ☐ TMDL(s)
☐ Local businesses
☐ Residential BMPs
☐ Pet waste
☐ Yard waste
☒ Deicing materials
☐ Household chemicals
☐ Construction activities
☐ Post-construction activities
☒ Other

Describe:

IDDE

Q4 Have you distributed educational materials or equivalent outreach to the public focused on illicit discharge recognition and reporting? [Part III.D.1.a.(2)]

- ☒ Yes
☐ No

Q5 Do you have an implementation plan as required by the Permit? [Part III.D.1.b.]

- ☒ Yes
☐ No

Q6 How did you distribute educational materials or equivalent outreach? Check all that apply and provide circulation/audience associated with each item. [Part III.D.1.a.]

- ☒ Brochure
☒ Newsletter
☐ Utility bill insert
☒ Newspaper ad
☐ Radio ad
☒ Television ad
☒ Cable access channel
☒ Stormwater-related event
☐ School presentation or project
☒ Website
☐ Other (1)
☐ Other (2)
☐ Other (3)

Q7 Intended audience? Check all that apply.

	Residents	Local Businesses	Developers	Students	Employees	Other
Brochure	☒	☒	☒	☒	☒	☐
Newsletter	☒	☒	☒	☒	☒	☐
Newspaper ad	☒	☒	☒	☒	☒	☐
Television ad	☒	☒	☒	☒	☒	☐

Cable access channel	☒	☒	☒	☒	☐	☐
Stormwater-related event	☒	☒	☒	☒	☒	☐
Website	☒	☒	☒	☒	☒	☐

Q8 Enter the total circulation/audience (if unknown, use best estimate):

Brochure	1200
Newsletter	105600
Newspaper ad	32864
Television ad	10
Cable access channel	15
Stormwater-related event	1550
Website	1750

Provide a brief description of each activity related to public education and outreach (e.g. rain garden workshop, school presentation, public works open house) held and the date each activity was held from January 1, 2016 to December 31, 2016. [Part III.D.1.c.(4)]

Q9Date of activity

Q10Description of activity

Date (mm/dd/yyyy)	6/4/2016	RWMWD Waterfest
Date (mm/dd/yyyy)	3/30/2016	Roseville U
Date (mm/dd/yyyy)		
Date (mm/dd/yyyy)		
Date (mm/dd/yyyy)		
Date (mm/dd/yyyy)		
Date (mm/dd/yyyy)		
Date (mm/dd/yyyy)		

Q11 Between January 1, 2016 and December 31, 2016, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program?
[Part IV.B.]

- ☐ Yes
☒ No

MCM 2: Public Participation/Involvement

The following questions refer to Part III.D.2.a. of the Permit.

Q12 You must provide a minimum of one opportunity each year for the public to provide input on the adequacy of your Stormwater Pollution Prevention Program (SWPPP). Did you provide this opportunity between January 1, 2016 and December 31, 2016? [Part III.D.2.a.(1)]

- ☒ Yes
☐ No

Q13 What was the opportunity that you provided? Check all that apply.

- ☒ Public meeting
☐ Public event
☐ Other

Q14 Did you hold a stand-alone meeting or combine it with another event?

- ☐ Stand-alone
☒ Combined

Enter the date
of the public
meeting
(mm/dd/yyyy):

5/24/2016

Enter the
number of
citizens that
attended and
were informed
about your
SWPPP:

0

Q17 Between January 1, 2016 and December 31, 2016, did you receive any input regarding your SWPPP?

- ☐ Yes
☒ No

Q19 Between January 1, 2016 and December 31, 2016, did you modify your BMPs, measurable goals, or future plans for your public participation/involvement program? [Part IV.B.]

- ☐ Yes
☒ No

MCM 3: Illicit Discharge Detection and Elimination

The following questions refer to Part III.D.3. of the Permit.

Q20 Do you have a regulatory mechanism which prohibits non-stormwater discharges to

your MS4? [Part III.D.3.b.]

- ☒ Yes
☐ No

Q21 Did you identify any illicit discharges between January 1, 2016 and December 31, 2016? [Part III.D.3.h.(4)]

- ☒ Yes
☐ No

Q22 Enter the number of illicit discharges detected:

11

Q23 How did you discover these illicit discharges? Check all that apply and enter the number of illicit discharges discovered by each category.

- ☒ Public complaint
☒ Staff

Q24 Enter the number discovered by the public:

3

Q25 Enter the number discovered by staff:

8

Q26 Did any of the discovered illicit discharges result in an enforcement action (this includes verbal warnings)?

- ☒ Yes
☐ No

Q27 What type of enforcement action(s) was taken and how many of each action were issued between January 1, 2016 and December 31, 2016? Check all that apply.

- ☒ Verbal warning
☐ Notice of violation
☐ Fines
☐ Criminal action
☐ Civil penalties
☐ Other

Enter the number of
verbal warnings
issued:

3

Q28 Did the enforcement action(s) taken sufficiently address the illicit discharge(s)?

- ☒ Yes
☐ No

Q30 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.]

- ☒ Yes
☐ No

Q31 Between January 1, 2016 and December 31, 2016, did you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges) and reporting illicit discharges for further investigations? [Part III.D.3.e.]

- ☒ Yes
☐ No

Q32 How did you train your field staff? Check all that apply.

- ☐ Email
☒ PowerPoint
☐ Presentation
☐ Video
☐ Field Training
☐ Other

The following questions refer to Part III.C.1. of the Permit.

Q33 Did you update your storm sewer system map between January 1, 2016 and December 31, 2016? [Part III.C.1.]

- ☒ Yes
☐ No

Q34 Does your storm sewer map include all pipes 12 inches or greater in diameter and the direction of stormwater flow in those pipes? [Part III.C.1.a.]

- ☒ Yes
☐ No

Q35 Does your storm sewer map include outfalls, including a unique identification (ID) number and an associated geographic coordinate? [Part III.C.1.b.]

- ☒ Yes
☐ No

Q36 Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.]

- ☒ Yes
☐ No

Q37 Does your storm sewer map include all receiving waters? [Part III.C.1.d.]

- ☒ Yes
☐ No

Q38 In what format is your storm sewer map available?

- ☐ Hardcopy only
☒ GIS
☐ CAD
☐ Other

Q39 Between January 1, 2016 and December 31, 2016, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination

(IDDE) program? [Part IV.B.]

- ☐ Yes
☒ No

MCM 4: Construction Site Stormwater Runoff Control

The following questions refer to Part III.D.4. of the Permit.

Q40 Do you have a regulatory mechanism that is at least as stringent as the Agency's general permit to Discharge Stormwater Associated with Construction Activity (CSW Permit) No. MN R100001 (<http://www.pca.state.mn.us/index.php/view-document.html?gid=18984>) for erosion and sediment controls and waste controls? [Part III.D.4.a.]

- ☒ Yes
☐ No

Q41 Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.]

- ☒ Yes
☐ No

Q42 Have you documented each site plan review as required by the Permit? [Part III.D.4.f.]

- ☒ Yes
☐ No

Q43 Enter the number of site plan reviews conducted for sites an acre or greater of soil disturbance between January 1, 2016 and December 31, 2016:

39

Q44 What types of enforcement actions do you have available to compel compliance with your regulatory mechanism? Check all that apply and enter the number of each used from January 1, 2016 to December 31, 2016.

- ☒ Verbal warnings
☒ Notice of violation
☒ Administrative orders
☒ Stop-work orders
☒ Fines
☒ Forfeit of security of bond money
☒ Withholding of certificate of occupancy
☐ Criminal actions
☐ Civil penalties
☐ Other

Enter the number of verbal warnings issued:

75

Enter the number of notice of violations issued:

8

Enter the number of administrative orders issued:

0

Enter the number of
stop-work orders
issued:

Enter the number of
fines issued:

Enter the number of
forfeitures of security
bond money issued:

Enter the number of
withholdings of
certificate of occupancy
issued:

Q45 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? [Part III.B.]

- ☒ Yes
☐ No

Q46 Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2016 and December 31, 2016:

Q47 Do you have written procedures for identifying priority sites for inspections? [Part III.D.4.d.(1)]

- ☒ Yes
☐ No

Q48 How are sites prioritized for inspections? Check all that apply.

- ☒ Site topography
☒ Soil characteristics
☒ Types of receiving water(s)
☒ Stage of construction
☒ Compliance history
☒ Weather conditions
☒ Citizen complaints
☒ Project size
☐ Other

Q49 Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)]

- ☒ Yes
☐ No

Q50 Enter the number of site inspections conducted for sites an acre or greater between January 1, 2016 and December 31, 2016:

Q51 Enter the frequency at which site inspections are conducted (e.g. daily, weekly, monthly): [Part III.D.4.d.(2)]

weekly or after a 0.5" rainfall, whichever happens first

Q52 Enter the number of trained inspectors that were available for construction site inspections between January 1, 2016 and December 31, 2016:

3

Q53 Provide the contact information for the inspector(s) and/or organization that conducts construction stormwater inspections for your MS4. List your primary construction stormwater contact first if you have multiple inspectors.

(1) Inspector name	Dana Stevens
Organization	City of Roseville
Phone (Office)	6517927047
Phone (Work Cell)	
Email	dana.stevens@cityofroseville.com
Preferred contact method	email
(2) Inspector name	Dan Turner
Organization	City of Roseville
Phone (Office)	651-792-7045
Phone (Work Cell)	
Email	dan.turner@cityofroseville.com
Preferred contact method	email
(3) Inspector name	Vance Campbell
Organization	City of Roseville
Phone (Office)	651-792-7046
Phone (Work Cell)	
Email	vance.campbell@cityofroseville.com
Preferred contact method	email

Q54 What training did inspectors receive? Check all that apply.

- ☒ University of Minnesota Erosion and Stormwater Management Certification Program
- ☐ Qualified Compliance Inspector of Stormwater (QCIS)
- ☐ Minnesota Laborers Training Center Stormwater Pollution Prevention Plan Installer or Supervisor
- ☐ Minnesota Utility Contractors Association Erosion Control Training
- ☐ Certified Professional in Erosion and Sediment Control (CPESC)
- ☐ Certified Professional in Stormwater Quality (CPSWQ)
- ☐ Certified Erosion, Sediment and Storm Water Inspector (CESSWI)
- ☐ Other

Q55 Between January 1, 2016 and December 31, 2016, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]

- ☐ Yes
☒ No

MCM 5: Post-Construction Stormwater Management

The following questions refer to Part III.D.5. of the Permit.

Q56 Do you have a regulatory mechanism which meets all requirements as specified in Part III.D.5.a. of the Permit?

- ☒ Yes
☐ No

Q57 What approach are you using to meet the performance standard for Volume, Total Suspended Solids (TSS), and Total Phosphorus (TP) as required by the Permit? [Part III.D.5.a.(2)]

Check all that apply.

Refer to the link <http://www.pca.state.mn.us/index.php/view-document.html?gid=17815> for guidance on stormwater management approaches.

- ☒ Retain a runoff volume equal to one inch times the area of the proposed increase of impervious surfaces on-site
- ☐ Retain the post-construction runoff volume on site for the 95th percentile storm
- ☒ Match the pre-development runoff conditions
- ☐ Adopt the Minimal Impact Design Standards (MIDS)
- ☐ An approach has not been selected
- ☐ Other method (Must be technically defensible--e.g. based on modeling, research and acceptable engineering practices)

Q58 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.]

- ☒ Yes
☐ No

Q59 Between January 1, 2016 and December 31, 2016, did you modify your BMPs, measurable goals, or future plans for your post-construction stormwater management program? [Part IV.B.]

- ☐ Yes
☒ No

MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

The following questions refer to Part III.D.6. of the Permit.

Q60 Enter the total number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds within your MS4 (exclude privately owned).

Structural
stormwater
BMPs

215

DIVIPS

Outfalls	184
Ponds	133

Q61 Enter the number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds that were inspected from January 1, 2016 to December 31, 2016 within your MS4 (exclude privately owned). [Part III.D.6.e.]

Structural stormwater BMPs	125
Outfalls	40
Ponds	25

Q62 Have you developed an alternative inspection frequency for any structural stormwater BMPs, as allowed in Part III.D.6.e.(1) of the Permit?

- ☐ Yes
☒ No

Q63 Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)]

- ☒ Yes
☐ No

Q64 Briefly describe the maintenance that was conducted:

Cleaning of sediment and debris from inlets, sumps, hydrodynamic separators, etc..
 Bioretention bmp's were mulched and plants were added as needed.

Q65 Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)]

- ☒ Yes
☐ No

Q66 Did you inspect all stockpiles and storage and material handling areas quarterly? [Part III.D.6.e.(3)]

- ☒ Yes
☐ No

Q67 Based on inspection findings, did you conduct maintenance at any of the stockpiles and/or storage and material handling areas?

- ☒ Yes
☐ No

Q68 Briefly describe the maintenance that was conducted:

street and parking lot sweeping, sump cleanouts, perimeter control

Q69 Between January 1, 2016 and December 31, 2016, did you modify your BMPs, measurable goals, or future plans for your pollution prevention/good housekeeping for municipal operations program? [Part IV.B.]

- ☐ Yes
☒ No

Discharges to Impaired Waters with a USEPA-Approved TMDL that Includes an Applicable WLA

You must complete the **TMDL Annual Report Form**, available at: http://stormwater.pca.state.mn.us/index.php/Upload_page_with_TMDL_forms. Attach your completed TMDL Annual report form to this Annual Report as instructed below. [Part III.E.]

- Q71 Click the "up arrow" icon below to upload your TMDL Annual report form. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.

ref:0000000030:Q71

Partnerships

- Q78 Did you rely on any other regulated MS4s to satisfy one or more Permit requirements?

- ☐ Yes
☒ No

Additional Information

If you would like to provide any additional files to accompany your annual report, use the space below to upload those files. For each space, you may attach one file. You may provide additional explanation and/or information in an email with the subject *YourMS4NameHere_2016AR* to ms4permitprogram.pca@state.mn.us.

- Q80 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



- Q81 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



- Q82 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



- Q83 Optional, describe the file(s) uploaded:

Owner or Operator Certification

The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

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 the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

☐ Yes

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that information can be used for the purpose of processing my MS4 Annual Report.

Name:

Title:

Date:

(mm/dd/yyyy)

When you are ready to submit, you must click the 'Submit' button at the bottom of this page.

Provide the email(s) of the individual(s) you would like to receive the MS4 Annual Report for 2016 submittal confirmation email from the MPCA. After you click the Submit button below, please allow up to three business days to receive this email.

Email
(1)

Email
(2)

Email
(3)

Print or save a copy of your completed MS4 Annual Report for 2016 for your records. The MPCA will email a PDF of your MS4 Annual Report for 2016 information in a confirmation email within three business days after you submit this form to the email(s) you provided above.

You may print a copy of the MS4 Annual Report for 2016 for your records by pressing the 'Print' button at the bottom of the page.

Additionally, it is possible to save a PDF copy of the MS4 Annual Report for 2016 if you are working on a computer with OneNote (a program often included in Microsoft Office packages). Detailed saving instructions are available at stormwater.pca.state.mn.us/index.php/Guidance_for_saving_MS4_annual_reports.

If you have any questions, contact MPCA staff Cole Landgraf (cole.landgraf@state.mn.us, 651-757-2880) or Megan Handt (megan.handt@state.mn.us, 651-757-2843).



Minnesota Pollution Control Agency

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORMWATER
ASSOCIATED WITH SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION
SYSTEM/STATE DISPOSAL SYSTEM (NPDES/SDS) PERMIT PROGRAM**

EFFECTIVE DATE: August 1, 2013

EXPIRATION DATE: July 31, 2018

In compliance with the provisions of the federal Clean Water Act (CWA), as amended, (33 U.S.C. 1251 et seq); 40 CFR Parts 122, 123, and 124, as amended; Minnesota Statutes Chapters 115 and 116, as amended; and Minnesota Rules Chapter 7001 and 7090.

This permit establishes conditions for discharging **stormwater** and specific other related discharges to **waters of the state**. This permit is required for discharges that are from **small Municipal Separate Storm Sewer Systems (small MS4)**, as defined in this permit.

Applicants who submit a complete application in accordance with the requirements of Part II of this permit, and that receive written notification of permit coverage from the **Commissioner**, are authorized to discharge **stormwater** from **small MS4s** under the terms and conditions of this permit.

This permit shall become effective on the date identified above, and supersedes the previous **general permit** MNR040000, with an expiration date of May 31, 2011.

Signature: *John Linc Stine*

John Linc Stine
Commissioner

Minnesota Pollution Control Agency

Date *May 22, 2013*

If you have questions on this permit, including the specific permit requirements, permit reporting or permit compliance status, please contact the appropriate Minnesota Pollution Control **Agency** offices.

**Municipal Stormwater Program
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194
Telephone: 651-296-6300 or toll free in Minnesota: 800-657-3864**

Table of Contents

PART I.	AUTHORIZATION UNDER THIS PERMIT	3
A.	Eligibility	3
B.	Limitations on Authorization	3
C.	Permit Authorization	4
D.	Transfer of Ownership or Control	4
E.	Issuance of Individual Permits	4
F.	Rights and Responsibilities	4
PART II.	APPLICATION REQUIREMENTS	6
A.	Application for Reauthorization	6
B.	New Permittee Applicants	6
C.	Existing Permittee Applicants	6
D.	Stormwater Pollution Prevention Program (SWPPP) Document	6
PART III.	STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP)	9
A.	Regulatory Mechanism(s)	9
B.	Enforcement Response Procedures (ERPs)	9
C.	Mapping and Inventory	9
D.	Minimum Control Measures (MCMs)	10
1.	Public Education and Outreach	10
2.	Public Participation/Involvement	11
3.	Illicit Discharge Detection and Elimination	12
4.	Construction Site Stormwater Runoff Control	13
5.	Post-Construction Stormwater Management	15
6.	Pollution Prevention/Good Housekeeping For Municipal Operations	18
E.	Discharges To Impaired Waters With A United States Environmental Protection Agency (USEPA)-Approved Total Maximum Daily Load (TMDL) That Includes An Applicable Waste Load Allocation (WLA)	21
F.	Alum or Ferric Chloride Phosphorus Treatment Systems	22
G.	SWPPP Modification	24
PART IV.	ANNUAL SWPPP ASSESSMENT, ANNUAL REPORTING AND RECORD KEEPING	25
A.	Annual SWPPP Assessment	25
B.	Annual Reporting	25
C.	Record Keeping	25
D.	Where to Submit	26
PART V.	GENERAL CONDITIONS	27
APPENDIX A:	SCHEDULES	29
APPENDIX B:	DEFINITIONS AND ABBREVIATIONS	33

PART I. AUTHORIZATION UNDER THIS PERMIT

A. Eligibility

To be eligible for authorization to discharge **stormwater** under this permit, the applicant must be an **owner** and/or **operator (owner/operator)** of a **small MS4** and meet one or more of the criteria requiring permit issuance as specified in Minn. R. 7090.1010.

1. Authorized **Stormwater** Discharges

This permit authorizes **stormwater** discharges from **small MS4s** as defined in 40 CFR § 122.26(b)(16).

2. Authorized **Non-Stormwater** Discharges

The following categories of **non-stormwater discharges** or flows are authorized under this permit to enter the **permittee's small MS4** only if the **permittee** does not identify them as significant contributors of pollutants (i.e., **illicit discharges**), in which case the discharges or flows shall be addressed in the **permittee's SWPPP**: water line flushing, landscape irrigation, diverted stream flows, rising groundwaters, uncontaminated groundwater infiltration (as defined at 40 CFR § 35.2005(b)(20)), uncontaminated pumped groundwater, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and **wetlands**, dechlorinated swimming pool discharges, street wash water, and discharges or flows from firefighting activities.

B. Limitations on Authorization

The following discharges or activities are not authorized by this permit:

1. **Non-stormwater discharges**, except those authorized in Part I.A.2.
2. Discharges of **stormwater** to the **small MS4** from activities requiring a separate NPDES/SDS permit. This permit does not replace or satisfy any other permitting requirements.
3. Discharges of **stormwater** to the **small MS4** from any other entity located in the drainage area or outside the drainage area. Only the **permittee's small MS4** and the portions of the storm sewer system that are under the **permittee's** operational control are authorized by this permit.
4. This permit does not replace or satisfy any environmental review requirements, including those under the Minnesota Environmental Policy Act (Minn. Stat. § 116D), or the National Environmental Policy Act (42 U.S.C. §§ 4321 - 4370 f).
5. This permit does not replace or satisfy any review requirements for endangered or threatened species, from new or expanded discharges that adversely impact or contribute to adverse impacts on a listed endangered or threatened species, or adversely modify a designated critical habitat.

6. This permit does not replace or satisfy any review requirements for historic places or archeological sites, from new or expanded discharges which adversely affect properties listed or eligible for listing in the National Register of Historic Places or affecting known or discovered archeological sites.
7. Prohibited discharges pursuant to Minn. R. 7050.0180, subp. 3, 4, and 5.

C. Permit Authorization

In order for an applicant to be authorized to discharge **stormwater** from a **small MS4** under this permit:

1. The applicant shall submit a complete application to discharge **stormwater** under this permit in accordance with Part II.
2. The **Commissioner** shall review the permit application for completeness and compliance with this permit.
 - a. If an application is determined to be incomplete, the **Commissioner** will notify the applicant in writing, indicate why the application is incomplete, and request that the applicant resubmit the application.
 - b. If an application is determined to be complete, the **Commissioner** shall make a preliminary determination as to whether the permit should be issued or denied in accordance with Minn. R. 7001.
3. The **Commissioner** shall provide public notice with the opportunity for a hearing on the preliminary determination.
4. Upon receipt of written notification of final approval of the application from the **Commissioner**, the applicant is authorized to discharge **stormwater** from the **small MS4** under the terms and conditions of this permit.

D. Transfer of Ownership or Control

Where the ownership or significant operational control of the **small MS4** changes after the submittal of an application under Part II, the new **owner/operator** must submit a new application in accordance with Part II.

E. Issuance of Individual Permits

1. The permit applicant may request an individual permit in accordance with Minn. R. 7001.0210, subp.6, for authorization to discharge **stormwater** associated with a **small MS4**.
2. The **Commissioner** may require an individual permit for the permit applicant or **permittee** covered by a **general permit**, in accordance with Minn. R. 7001.0210, subp. 6.

F. Rights and Responsibilities

1. The **Commissioner** may modify this permit or issue other permits, in accordance with Minn. R. 7001, to include more stringent effluent limitations or permit requirements that modify

or are in addition to the MCMs in Part III.D of this permit, or both. These modifications may be based on the **Commissioner's** determination that such modifications are needed to protect water quality.

2. The **Commissioner** may designate additional **small MS4s** for coverage under this permit in accordance with Minn. R. 7090. The **owner/operator** of a **small MS4** that is designated for coverage must comply with the permit requirements by the dates specified in the **Commissioner's** determination.

PART II. APPLICATION REQUIREMENTS

A. Application for Reauthorization

If a permit has been issued by the **Agency** and the **permittee** holding the permit desires to continue the permitted activity beyond the expiration date of the permit, the **permittee** shall submit a written application for permit reissuance at least 180 days before the expiration date of the existing permit. (Minn. R. 7001.0040, subp.3).

B. New Permittee Applicants

To become a **new permittee** authorized to discharge **stormwater** under this permit, the **owner/operator** of a **small MS4** shall submit an application, on a form provided by the **Commissioner**, in accordance with the schedule in Appendix A, Table 3, and the following requirements:

1. Submit Part 1 of the permit application (includes the permit application fee).
2. Submit Part 2 of the permit application, with the **Stormwater Pollution Prevention Program (SWPPP)** document completed in accordance with Part II.D.

C. Existing Permittee Applicants

All **existing permittees** seeking to continue discharging **stormwater** associated with a **small MS4** after the **effective date** of this permit shall submit Part 2 of the permit application, on a form provided by the **Commissioner**, in accordance with the schedule in Appendix A, Table 1, with the **SWPPP** document completed in accordance with Part II.D. **NOTE: Existing permittees** were required to submit Part 1 of the permit application prior to the expiration date (May 31, 2011) of the **Agency's small MS4 general permit No.MNR040000**, effective June 1, 2006, (see Part II.A above).

D. Stormwater Pollution Prevention Program (SWPPP) Document

All applicants shall submit a **SWPPP** document with Part 2 of the application form when seeking coverage under this permit. The **SWPPP** document shall become an enforceable part of this permit upon approval by the **Commissioner**. Modifications to the **SWPPP** document that are required or allowed by this permit (see Part III.G) shall also become enforceable provisions. The **SWPPP** document shall be submitted on a form provided by the **Commissioner** and shall include the following:

1. A description of partnerships with another regulated **small MS4(s)**, into which the applicant has entered, in order to satisfy one or more requirements of this permit.
2. A description of all Regulatory Mechanism(s) (e.g., contract language, an ordinance, permits, standards, etc.) the applicant has developed, implemented, and enforced that satisfies the requirements of each program specified under Part III.D.3, 4, and 5. The description shall include the type(s) of Regulatory Mechanism(s) the applicant has in place at the time of application that will be used to satisfy the requirements. If the Regulatory Mechanism(s) have not been developed at the time of application (e.g., **new permittee** applicants), or revised to meet new requirements of this permit (e.g., **existing permittee** applicants); the

applicant shall describe tasks and corresponding schedules necessary to satisfy the permit requirements in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).

3. A description of existing Enforcement Response Procedures (ERPs) the applicant has developed and implemented that satisfy the requirements of Part III.B.1. If the applicant has not yet developed ERPs (e.g., **new permittee** applicants), or existing ERPs must be updated to satisfy new requirements, the description must include tasks and corresponding schedules necessary to satisfy the permit requirements in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).
4. A description of the status of the applicant's storm sewer system map and inventory as required by Part III.C. The description must indicate whether each requirement of Part III.C.1, is satisfied, and for Part III.C.2, is complete, at the time of application. For each requirement of Part III.C that is not satisfied at the time of application, the applicant shall include tasks and corresponding schedules necessary to satisfy the mapping and inventory requirements in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).
5. For each Minimum Control Measure (MCM) outlined in Part III.D:
 - a. The **Best Management Practices (BMPs)** the applicant will implement, or has implemented, for each MCM.
 - b. The measurable goals for each of the **BMPs** identified in Part II.D.5.a, including as appropriate, the months and years in which the applicant will undertake required actions, including interim milestones and the frequency of the action, in narrative or numeric form, as appropriate.
 - c. Name(s) of individual(s) or position titles responsible for implementing and/or coordinating each component of the MCM.
6. For each **applicable Waste Load Allocation (WLA)** approved prior to the **effective date** of this permit, the applicant shall submit the following information as part of the **SWPPP** document:
 - a. **TMDL** project name(s)
 - b. Numeric **WLA(s)**, including units
 - c. Type of **WLA** (i.e., categorical or individual)
 - d. **Pollutant(s) of concern**
 - e. Applicable flow data specific to each **applicable WLA**
 - f. For each **applicable WLA** not met at the time of application, a compliance schedule is required. Compliance schedules can be developed to include multiple **WLAs** associated with a **TMDL** project and shall include:
 - (1) Interim milestones, expressed as **BMPs** or progress toward implementation of **BMPs** to be achieved during the term of this permit
 - (2) Dates for implementation of interim milestones
 - (3) Strategies for continued **BMP** implementation beyond the term of this permit
 - (4) Target dates the **applicable WLA(s)** will be achieved

- g. For each **applicable WLA** the **permittee** is reasonably confident is being met at the time of application, the **permittee** must provide the following documentation:
 - (1) Implemented **BMPs** used to meet each **applicable WLA**
 - (2) A narrative describing the **permittee's** strategy for long-term continuation of meeting each **applicable WLA**.
- 7. For the requirements of Part III.F, **Alum or Ferric Chloride Phosphorus Treatment Systems**, if applicable, the applicant shall submit the following:
 - a. **Geographic coordinates** of the system
 - b. Name(s) of individual(s) or position titles responsible for the operation of the system
 - c. Information listed in Part III.F.3.a(1)-(6), if the system is constructed at the time the application is submitted to the **Agency**
 - d. Indicate if the system complies with the requirements of Part III.F
 - e. If applicable, for each Part III.F requirement that the applicant's system does not comply with at the time of application, describe tasks and corresponding schedules necessary to bring the system into compliance in accordance with the schedule in Appendix A, Table 2 (**existing permittee** applicants), or Table 3 (**new permittee** applicants).

PART III. STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP)

The **permittee** shall develop, implement, and enforce a **SWPPP** designed to **reduce** the discharge of pollutants from the **small MS4** to the **Maximum Extent Practicable (MEP)**, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act.

If the **permittee** enters into a partnership for purposes of meeting **SWPPP** requirements, the **permittee** maintains legal responsibility for compliance with this permit.

Existing permittees shall revise their **SWPPP** developed under the **Agency's small MS4 general permit No.MNR040000** that was effective June, 1, 2006, to meet the requirements of this permit in accordance with the schedule in Appendix A, Table 2. **New permittees** shall develop, implement, and enforce their **SWPPP** in accordance with the schedule in Appendix A, Table 3. The **permittee's SWPPP** shall consist of the following:

A. Regulatory Mechanism(s)

To the extent allowable under state, tribal or local law, the **permittee** shall develop, implement, and enforce a Regulatory Mechanism(s) to meet the terms and conditions of Part III.D.3, 4, and 5. A Regulatory Mechanism(s) for the purposes of this permit may consist of contract language, an ordinance, permits, standards, or any other mechanism, that will be enforced by the **permittee**.

B. Enforcement Response Procedures (ERPs)

1. The **permittee** shall develop and implement written ERPs to enforce and compel compliance with the Regulatory Mechanism(s) developed and implemented by the **permittee** in accordance with Part III.A.
2. Enforcement conducted by the **permittee** pursuant to the ERPs shall be documented. Documentation shall include, at a minimum, the following:
 - a. Name of the **person** responsible for violating the terms and conditions of the **permittee's** Regulatory Mechanism(s)
 - b. Date(s) and location(s) of the observed violation(s)
 - c. Description of the violation(s), including reference(s) to relevant Regulatory Mechanism(s)
 - d. Corrective action(s) (including completion schedule) issued by the **permittee**
 - e. Date(s) and type(s) of enforcement used to compel compliance (e.g., written notice, citation, stop work order, withholding of local authorizations, etc.)
 - f. Referrals to other regulatory organizations (if any)
 - g. Date(s) violation(s) resolved

C. Mapping and Inventory

1. Mapping

New permittees shall develop, and **existing permittees** shall update, a storm sewer system map that depicts the following:

- a. The **permittee's** entire **small MS4** as a goal, but at a minimum, all **pipes** 12 inches or greater in diameter, including **stormwater flow direction** in those **pipes**
 - b. **Outfalls**, including a unique identification (ID) number assigned by the **permittee**, and an associated **geographic coordinate**
 - c. **Structural stormwater BMPs** that are part of the **permittee's small MS4**
 - d. All **receiving waters**
2. Inventory (2009 Minnesota Session Law, Ch. 172. Sec. 28).
- a. The **permittee** shall complete an inventory of:
 - (1) All ponds within the **permittee's** jurisdiction that are constructed and operated for purposes of water quality treatment, **stormwater** detention, and flood control, and that are used for the collection of **stormwater** via constructed conveyances. **Stormwater** ponds do not include areas of temporary ponding, such as ponds that exist only during a construction project or short-term accumulations of water in road ditches.
 - (2) All **wetlands** and lakes, within the **permittee's** jurisdiction, that collect **stormwater** via constructed conveyances.
 - b. The **permittee** shall complete and submit the inventory to the **Agency** on a form provided by the **Commissioner**. Each feature inventoried shall include the following information:
 - (1) A unique identification (ID) number assigned by the **permittee**
 - (2) A **geographic coordinate**
 - (3) Type of feature (e.g., pond, **wetland**, or lake). This may be determined by using best professional judgment.

D. Minimum Control Measures (MCMs)

The **permittee** shall incorporate the following six MCMs into the **SWPPP**. The **permittee** shall document as part of the **SWPPP**, a description of **BMPs** used for each MCM, the responsible **person(s)** and department(s) in charge, an implementation schedule, and measureable goals that will be used to determine the success of each **BMP**.

1. Public Education and Outreach

New permittees shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, a public education program to distribute educational materials or equivalent outreach that informs the public of the impact **stormwater** discharges have on water bodies and that includes actions citizens, businesses, and other local organizations can take to **reduce** the discharge of pollutants to **stormwater**. The program shall also include:

- a. Distribution of educational materials or equivalent outreach focused on:
 - (1) Specifically selected **stormwater**-related issue(s) of high priority to the **permittee** to be emphasized during this permit term (e.g., specific **TMDL** reduction targets, changing local business practices, promoting adoption of residential **BMPs**, lake

improvements through lake associations, responsible management of pet waste, household chemicals, yard waste, deicing materials, etc.)

(2) **Illicit discharge** recognition and reporting **illicit discharges** to the **permittee**

b. An implementation plan that consists of the following:

- (1) Target audience(s), including measurable goals for each audience
- (2) Responsible **Person(s)** in charge of overall plan implementation
- (3) Specific activities and schedules to reach measurable goals for each target audience
- (4) A description of any coordination with and/or use of other **stormwater** education and outreach programs being conducted by other entities, if applicable
- (5) Annual evaluation to measure the extent to which measurable goals for each target audience are attained

c. Documentation of the following information:

- (1) A description of any specific **stormwater**-related issues identified by the **permittee** under Part III.D.1.a(1)
- (2) All information required under Part III.D.1.b
- (3) Any modifications made to the program as a result of the annual evaluation under Part III.D.1.b(5)
- (4) Activities held, including dates, to reach measurable goals
- (5) Quantities and descriptions of educational materials distributed, including dates distributed

2. Public Participation/Involvement

a. **New permittees** shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, a Public Participation/Involvement program to solicit public input on the **SWPPP**. The **permittee** shall:

- (1) Provide a minimum of one (1) opportunity annually for the public to provide input on the adequacy of the **SWPPP**. Public meetings can be conducted to satisfy this requirement provided appropriate local public notice requirements are followed and opportunity to review and comment on the **SWPPP** is provided.
- (2) Provide access to the **SWPPP** document, Annual Reports, and other documentation that supports or describes the **SWPPP** (e.g., Regulatory Mechanism(s), etc.) for public review, upon request. All public data requests are subject to the Minnesota Government Data Practices Act, Minn. Stat. § 13.
- (3) Consider public input, oral and written, submitted by the public to the **permittee**, regarding the **SWPPP**.

b. Document the following information:

- (1) All relevant written input submitted by **persons** regarding the **SWPPP**
- (2) All responses from the **permittee** to written input received regarding the **SWPPP**, including any modifications made to the **SWPPP** as a result of the written input received

- (3) Date(s) and location(s) of events held for purposes of compliance with this requirement
- (4) Notices provided to the public of any events scheduled to meet this requirement, including any electronic correspondence (e.g., website, e-mail distribution lists, notices, etc.)

3. **Illicit Discharge** Detection and Elimination (IDDE)

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program as necessary, and continue to implement and enforce, a program to detect and eliminate **illicit discharges** into the **small MS4**. The IDDE program shall consist of the following:

- a. Map of the **small MS4** as required by Part III.C.1.
- b. Regulatory Mechanism(s) that effectively prohibits **non-stormwater discharges** into the **small MS4**, except those **non-stormwater discharges** authorized under Part I.B.1.
- c. Incorporation of **illicit discharge** detection into all inspection and maintenance activities conducted under Part III.D.6.e and f. Where feasible, **illicit discharge** inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation).
- d. Detecting and tracking the source of **illicit discharges** using visual inspections. The **permittee** may also include the use of mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures that may be effective investigative tools.
- e. Training of all field staff, in accordance with the requirements of Part III.D.6.g(2), in **illicit discharge** recognition (including conditions which could cause **illicit discharges**), and reporting **illicit discharges** for further investigation.
- f. Identification of priority areas likely to have **illicit discharges**, including at a minimum, evaluating land uses associated with business/industrial activities, areas where **illicit discharges** have been identified in the past, and areas with storage of large quantities of **significant materials** that could result in an **illicit discharge**. Based on this evaluation, the **permittee** shall conduct additional **illicit discharge** inspections in those areas identified as having a higher likelihood for **illicit discharges**.
- g. For timely response to known, suspected, and reported **illicit discharges**:
 - (1) Procedures for investigating, locating, and eliminating the source of **illicit discharges**.
 - (2) Procedures for responding to spills, including emergency response procedures to prevent spills from entering the **small MS4**. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area), if the source of the **illicit discharge** is a spill or leak as defined in Minn. Stat. § 115.061.
 - (3) When the source of the **illicit discharge** is found, ERPs required by Part III.B (if necessary) to eliminate the **illicit discharge** and require any needed corrective action(s).

h. Documentation of the following information:

- (1) Date(s) and location(s) of IDDE inspections conducted in accordance with Part III.D.3.c and f
- (2) Reports of alleged **illicit discharges** received, including date(s) of the report(s), and any follow-up action(s) taken by the **permittee**
- (3) Date(s) of discovery of all **illicit discharges**
- (4) Identification of **outfalls**, or other areas, where **illicit discharges** have been discovered
- (5) Sources (including a description and the responsible party) of **illicit discharges** (if known)
- (6) Action(s) taken by the **permittee**, including date(s), to address discovered **illicit discharges**

4. Construction Site **Stormwater** Runoff Control

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program, as necessary, and continue to implement and enforce, a Construction Site **Stormwater** Runoff Control program that **reduces** pollutants in **stormwater** runoff to the **small MS4** from **construction activity** with a land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger **common plan of development or sale**, that occurs within the **permittee's** jurisdiction. The program shall incorporate the following components:

a. Regulatory Mechanism(s)

A Regulatory Mechanism(s) that establishes requirements for erosion and sediment controls and waste controls that is at least as stringent as the **Agency's general permit to Discharge Stormwater Associated with Construction Activity No.MN R100001** (as of the **effective date** of this permit). The **permittee's** Regulatory Mechanism(s) shall require that owners and operators of **construction activity** develop site plans that must be submitted to the **permittee** for review and approval, prior to the start of **construction activity**. Site plans must be kept up-to-date by the owners and operators of **construction activity** with regard to **stormwater** runoff controls. The Regulatory Mechanism(s) must require that site plans incorporate the following erosion and sediment controls and waste controls as described in the above referenced permit:

- (1) **BMPs** to minimize erosion
- (2) **BMPs** to minimize the discharge of sediment and other pollutants
- (3) **BMPs** for dewatering activities
- (4) Site inspections and records of rainfall events
- (5) **BMP** maintenance
- (6) Management of solid and hazardous wastes on each project site
- (7) Final stabilization upon the completion of **construction activity**, including the use of perennial vegetative cover on all exposed soils or other equivalent means
- (8) Criteria for the use of temporary sediment basins

b. Site plan review

The program shall include written procedures for site plan reviews conducted by the **permittee** prior to the start of **construction activity**, to ensure compliance with requirements of the Regulatory Mechanism(s). The site plan review procedure shall include notification to owners and operators proposing **construction activity** of the need to apply for and obtain coverage under the **Agency's general permit to Discharge Stormwater Associated with Construction Activity No.MN R100001**.

c. Public input

The program shall include written procedures for receipt and consideration of reports of noncompliance or other **stormwater** related information on **construction activity** submitted by the public to the **permittee**.

d. Site inspections

The program shall include written procedures for conducting site inspections, to determine compliance with the **permittee's** Regulatory Mechanism(s). The written procedures shall:

- (1) Include procedures for identifying priority sites for inspection. Prioritization can be based on such parameters as topography, soil characteristics, type of **receiving water(s)**, stage of construction, compliance history, weather conditions, or other local characteristics and issues.
- (2) Identify frequency at which site inspections will be conducted
- (3) Identify name(s) of individual(s) or position titles responsible for conducting site inspections
- (4) Include a checklist or other written means to document site inspections when determining compliance.

e. ERPs required by Part III.B of this permit

f. Documentation of the following information:

- (1) For each site plan review – The project name, location, total acreage to be disturbed, owner and operator of the proposed **construction activity**, and any **stormwater** related comments and supporting documentation used by the **permittee** to determine project approval or denial.
- (2) For each site inspection - Inspection checklists or other written means used to document site inspections

5. Post-Construction **Stormwater** Management

New permittees shall develop, implement, and enforce, and **existing permittees** shall revise their current program, as necessary, and continue to implement and enforce, a Post-Construction **Stormwater** Management program that prevents or **reduces water pollution** after **construction activity** is completed, related to **new development** and **redevelopment** projects with land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a larger **common plan of development or sale**, within the **permittee's** jurisdiction and that discharge to the **permittee's small MS4**. The program shall consist, at a minimum, of the following:

a. A Regulatory Mechanism(s) that incorporates:

- (1) A requirement that owners and/or operators of **construction activity** submit site plans with post-construction **stormwater** management **BMPs** to the **permittee** for review and approval, prior to start of **construction activity**

(2) Conditions for Post-Construction **Stormwater** Management:

The **permittee** shall develop and implement a Post-Construction **Stormwater** Management program that requires the use of any combination of **BMPs**, with highest preference given to **Green Infrastructure** techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a **construction activity** to the **MEP**:

- (a) For **new development** projects – no net increase from pre-project conditions (on an annual average basis) of:

- 1) **Stormwater** discharge Volume, unless precluded by the **stormwater** management limitations in Part III.D.5.a(3)(a)
- 2) **Stormwater** discharges of Total Suspended Solids (TSS)
- 3) **Stormwater** discharges of Total Phosphorus (TP)

- (b) For **redevelopment** projects – a net reduction from pre-project conditions (on an annual average basis) of:

- 1) **Stormwater** discharge Volume, unless precluded by the **stormwater** management limitations in Part III.D.5.a(3)(a)
- 2) **Stormwater** discharges of TSS
- 3) **Stormwater** discharges of TP

(3) **Stormwater** management limitations and exceptions

(a) Limitations

- 1) The **permittee's** Regulatory Mechanism(s) shall prohibit the use of infiltration techniques to achieve the conditions for post-construction **stormwater** management in Part III.D.5.a(2) when the infiltration **structural stormwater BMP** will receive discharges from, or be constructed in areas:

- a) Where industrial facilities are not authorized to infiltrate industrial **stormwater** under an **NPDES/SDS** Industrial **Stormwater** Permit issued by the **Agency**
 - b) Where vehicle fueling and maintenance occur
 - c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally **saturated soils** or the top of bedrock
 - d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating **stormwater**
- 2) The **permittee's** Regulatory Mechanism(s) shall restrict the use of infiltration techniques to achieve the conditions for post-construction **stormwater** management, without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas:
- a) With predominately Hydrologic Soil Group D (clay) soils
 - b) Within 1,000 feet up-gradient, or 100 feet down-gradient of **active karst** features
 - c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13
 - d) Where soil infiltration rates are more than 8.3 inches per hour
- 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction **stormwater** management in Part.III.D.5.a(2), the **permittee's** Regulatory Mechanism(s) may allow exceptions as described in Part III.D.5.a(3)(b). The **permittee's** Regulatory Mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process.
- (b) Exceptions for **stormwater** discharge volume

The **permittee's** Regulatory Mechanism(s) may allow for lesser volume control on the site of the original **construction activity** than that in Part III.D.5.a(2) only under the following circumstances:

- 1) The owner and/or operator of a **construction activity** is precluded from infiltrating **stormwater** through a designed system due to any of the infiltration related limitations described above, and
- 2) The owner and/or operator of the **construction activity** implements, to the **MEP**, volume reduction techniques, other than infiltration, (e.g., evapotranspiration, reuse/harvesting, conservation design, green roofs, etc.) on the site of the original **construction activity** that **reduces stormwater** discharge volume, but may not meet the conditions for post-construction **stormwater** management in Part III.D.5.a(2).

(4) Mitigation provisions

There may be circumstances where the **permittee** or other owners and operators of a **construction activity** cannot cost effectively meet the conditions for post-construction **stormwater** management for TSS and/or TP in Part III.D.5.a(2) on the site of the original **construction activity**. For this purpose, the **permittee** shall identify, or may require owners or operators of a **construction activity** to identify, locations where mitigation projects can be completed. The **permittee's** Regulatory Mechanism(s) shall ensure that any **stormwater** discharges of TSS and/or TP not addressed on the site of the original **construction activity** are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:

- (a) Mitigation project areas are selected in the following order of preference:
 - 1) Locations that yield benefits to the same **receiving water** that receives runoff from the original **construction activity**
 - 2) Locations within the same Department of Natural Resource (**DNR**) **catchment area** as the original **construction activity**
 - 3) Locations in the next adjacent **DNR catchment area** up-stream
 - 4) Locations anywhere within the **permittee's** jurisdiction
- (b) Mitigation projects must involve the creation of new **structural stormwater BMPs** or the retrofit of existing **structural stormwater BMPs**, or the use of a properly designed regional **structural stormwater BMP**.
- (c) Routine maintenance of **structural stormwater BMPs** already required by this permit cannot be used to meet mitigation requirements of this Part.
- (d) Mitigation projects shall be completed within 24 months after the start of the original **construction activity**.
- (e) The **permittee** shall determine, and document, who is responsible for long-term maintenance on all mitigation projects of this Part.
- (f) If the **permittee** receives payment from the owner and/or operator of a **construction activity** for mitigation purposes in lieu of the owner or operator of that **construction activity** meeting the conditions for post-construction **stormwater** management in Part III.D.5.a(2), the **permittee** shall apply any such payment received to a public **stormwater** project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e).

(5) Long-term maintenance of **structural stormwater BMPs**

The **permittee's** Regulatory Mechanism(s) shall provide for the establishment of legal mechanism(s) between the **permittee** and owners or operators responsible for the long-term maintenance of **structural stormwater BMPs** not owned or operated by the **permittee**, that have been implemented to meet the conditions for post-construction **stormwater** management in Part III.D.5.a(2). This only includes **structural stormwater BMPs** constructed after the **effective date** of this permit, that are directly connected to the **permittee's MS4**, and that are in the **permittee's** jurisdiction. The legal mechanism shall include provisions that, at a minimum:

- (a) Allow the **permittee** to conduct inspections of **structural stormwater BMPs** not owned or operated by the **permittee**, perform necessary maintenance, and assess costs for those **structural stormwater BMPs** when the **permittee**

determines that the owner and/or operator of that **structural stormwater BMP** has not conducted maintenance.

- (b) Include conditions that are designed to preserve the **permittee's** right to ensure maintenance responsibility, for **structural stormwater BMPs** not owned or operated by the **permittee**, when those responsibilities are legally transferred to another party.
- (c) Include conditions that are designed to protect/preserve **structural stormwater BMPs** and site features that are implemented to comply with Part III.D.5.a(2). If site configurations or **structural stormwater BMPs** change, causing decreased **structural stormwater BMP** effectiveness, new or improved **structural stormwater BMPs** must be implemented to ensure the conditions for post-construction **stormwater** management in Part III.D.5.a(2) continue to be met.

b. Site plan review

The program shall include written procedures for site plan reviews conducted by the **permittee** prior to the start of **construction activity**, to ensure compliance with requirements of the Regulatory Mechanism(s).

c. Documentation of the following information:

- (1) Any supporting documentation used by the **permittee** to determine compliance with Part III.D.5.a, including the project name, location, owner and operator of the **construction activity**, any checklists used for conducting site plan reviews, and any calculations used to determine compliance
- (2) All supporting documentation associated with mitigation projects authorized by the **permittee**
- (3) Payments received and used in accordance with Part III.D.5.a(4)(f)
- (4) All legal mechanisms drafted in accordance with Part III.D.5.a(5), including date(s) of the agreement(s) and name(s) of all responsible parties involved

6. Pollution Prevention/Good Housekeeping For Municipal Operations

New permittees shall develop and implement, and **existing permittees** shall revise their current program, as necessary, and continue to implement, an operations and maintenance program that prevents or **reduces** the discharge of pollutants from **permittee** owned/operated facilities and operations to the **small MS4**. The operations and maintenance program shall include, at a minimum, the following:

a. Facilities Inventory

The **permittee** shall develop and maintain an inventory of **permittee** owned/operated facilities that contribute pollutants to **stormwater** discharges. Facilities to be inventoried may include, but is not limited to: composting, equipment storage and maintenance, hazardous waste disposal, hazardous waste handling and transfer; landfills, solid waste handling and transfer, parks, pesticide storage, public parking lots, public golf courses; public swimming pools, public works yards, recycling, salt storage, vehicle storage and maintenance (e.g., fueling and washing) yards, and materials storage yards.

- b. Development and Implementation of **BMPs** for inventoried facilities and municipal operations

Considering the source of pollutants and sensitivity of **receiving waters** (e.g., Outstanding Resource Value Waters (ORVWs), **impaired waters**, trout streams, etc.), the **permittee** shall develop and implement **BMPs** that prevent or **reduce** pollutants in **stormwater** discharges from the **small MS4** and from:

- (1) All inventoried facilities that discharge to the **MS4**, and
- (2) The following municipal operations that may contribute pollutants to **stormwater** discharges, where applicable:
 - (a) Waste disposal and storage, including dumpsters
 - (b) Management of temporary and permanent stockpiles of materials such as street sweepings, snow, deicing materials (e.g., salt), sand and sediment removal piles
 - (c) Vehicle fueling, washing and maintenance
 - (d) Routine street and parking lot sweeping
 - (e) Emergency response, including spill prevention plans
 - (f) Cleaning of maintenance equipment, building exteriors, dumpsters, and the disposal of associated waste and wastewater
 - (g) Use, storage, and disposal of **significant materials**
 - (h) Landscaping, park, and lawn maintenance
 - (i) Road maintenance, including pothole repair, road shoulder maintenance, pavement marking, sealing, and repaving
 - (j) Right-of-way maintenance, including mowing
 - (k) Application of herbicides, pesticides, and fertilizers
 - (l) Cold-weather operations, including plowing or other snow removal practices, sand use, and application of deicing compounds

- c. Development and implementation of **BMPs** for **MS4** discharges that may affect Source Water Protection Areas (Minn. R. 4720.5100-4720.5590)

The **permittee** shall incorporate **BMPs** into the **SWPPP** to protect any of the following drinking water sources that the **MS4** discharge may affect, and the **permittee** shall include the map of these sources with the **SWPPP** if they have been mapped:

- (1) Wells and source waters for DWSMAs identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330
- (2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health (MDH) under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13

- d. Pond Assessment Procedures and Schedule

The **permittee** shall develop procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all **permittee** owned/operated ponds constructed and used for the collection and treatment of **stormwater**. The schedule (which may exceed this permit term) shall be based on measureable goals and priorities established by the **permittee**.

e. Inspections

- (1) Unless inspection frequency is adjusted as described below, the **permittee** shall conduct annual inspections of **structural stormwater BMPs** (excluding **stormwater** ponds which are under a separate schedule below) to determine structural integrity, proper function and maintenance needs.

Inspections of **structural stormwater BMPs** shall be conducted annually unless the **permittee** determines if either of the following conditions apply: 1) Complaints received or patterns of maintenance indicate a greater frequency is necessary, or 2) Maintenance or sediment removal is not required after completion of the first two annual inspections; in which case the **permittee** may reduce the frequency of inspections to once every two (2) years. However, **existing permittees** are authorized under this permit to continue using inspection frequency adjustments, previously determined under the *general stormwater permit for small MS4s No.MNR040000*, effective June 1, 2006, provided that documentation requirements in Part III.D.6.h(2) are satisfied.

- (2) Prior to the expiration date of this permit, the **permittee** shall conduct at least one inspection of all ponds and **outfalls** (excluding underground **outfalls**) in order to determine structural integrity, proper function, and maintenance needs.
- (3) The **permittee** shall conduct quarterly inspections of stockpiles, and storage and material handling areas as inventoried in Part III.D.6.a, to determine maintenance needs and proper function of **BMPs**.

f. Maintenance

Based on inspection findings, the **permittee** shall determine if repair, replacement, or maintenance measures are necessary in order to ensure the structural integrity, proper function, and treatment effectiveness of **structural stormwater BMPs**. Necessary maintenance shall be completed as soon as possible to prevent or **reduce** the discharge of pollutants to **stormwater**.

g. Employee Training

The **permittee** shall develop and implement a **stormwater** management training program commensurate with employee's job-duties as they relate to the **permittee's SWPPP**, including reporting and assessment activities. The **permittee** may use training materials from the United States Environmental Protection Agency (USEPA), state and regional agencies, or other organizations as appropriate to meet this requirement. The employee training program shall:

- (1) Address the importance of protecting water quality
- (2) Cover the requirements of the permit relevant to the job duties of the employee
- (3) Include a schedule that establishes initial training for new and/or seasonal employees, and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements

h. Documentation of the following information:

- (1) Date(s) and description of findings of all inspections conducted in accordance with Part III.D.6.e
- (2) Any adjustments to inspection frequency as authorized under Part III.D.6.e(1)
- (3) A description of maintenance conducted, including dates, as a result of inspection findings
- (4) Pond sediment excavation and removal activities, including:
 - (a) The unique ID number (consistent with that required in Part III.C.2.a) of each **stormwater** pond from which sediment is removed
 - (b) The volume (e.g., cubic yards) of sediment removed from each **stormwater** pond
 - (c) Results from any testing of sediment from each removal activity
 - (d) Location(s) of final disposal of sediment from each **stormwater** pond
- (5) Employee **stormwater** management training events, including a list of topics covered, names of employees in attendance, and date of each event

E. Discharges to **Impaired Waters** with a USEPA-Approved **TMDL** that Includes an **Applicable WLA**

For each **applicable WLA** approved prior to the **effective date** of this permit, the **BMPs** included in the compliance schedule at application constitute a discharge requirement for the **permittee**. The **permittee** shall demonstrate continuing progress toward meeting each discharge requirement, on a form provided by the **Commissioner**, by submitting the following:

1. An assessment of progress toward meeting each discharge requirement, including a list of all **BMPs** being applied to achieve each **applicable WLA**. For each **structural stormwater BMP**, the **permittee** shall provide a unique identification (ID) number and **geographic coordinate**. If the listed **structural stormwater BMP** is also inventoried as required by Part III.C.2, the same ID number shall be used.
2. A list of all **BMPs** the **permittee** submitted at the time of application in the **SWPPP** document compliance schedule(s) and the stage of implementation for each **BMP**, including any **BMPs** specifically identified for the **small MS4** in the **TMDL** report that the **permittee** plans to implement
3. An up-dated estimate of the cumulative reductions in loading achieved for each **pollutant of concern** associated with each **applicable WLA**
4. An up-dated narrative describing any adaptive management strategies used (including projected dates) for making progress toward achieving each **applicable WLA**

F. Alum or Ferric Chloride Phosphorus Treatment Systems

If the **permittee** uses an **alum or ferric chloride phosphorus treatment system**, the **permittee** shall comply with the following:

1. Minimum Requirements of an **Alum or Ferric Chloride Phosphorus Treatment System**

a. Limitations

- (1) The **permittee** shall use the treatment system for the treatment of phosphorus in **stormwater**. **Non-stormwater discharges** shall not be treated by this system.
- (2) The treatment system must be contained within the conveyances and **structural stormwater BMPs** of a **small MS4**. The utilized conveyances and **structural stormwater BMPs** shall not include any **receiving waters**.
- (3) Phosphorus treatment systems utilizing chemicals other than alum or ferric chloride must receive written approval from the **Agency**.
- (4) In-lake phosphorus treatment activities are not authorized under this permit.

b. Treatment System Design

- (1) The treatment system shall be constructed in a manner that diverts the **stormwater** flow to be treated from the main conveyance system.
- (2) A **High Flow Bypass** shall be part of the inlet design.
- (3) A flocculent storage/settling area shall be incorporated into the design, and adequate maintenance access must be provided (minimum of 8 feet wide) for the removal of accumulated sediment.

2. Monitoring During Operation

- a. A designated **person** shall perform visual monitoring of the treatment system for proper performance at least once every seven (7) days, and within 24 hours after a rainfall event greater than 2.5 inches in 24 hours. Following visual monitoring which occurs within 24 hours after a rainfall event, the next visual monitoring must be conducted within seven (7) days after that rainfall event.
- b. Three benchmark monitoring stations shall be established. Table B-1 shall be used for the parameters, units of measure, and frequency of measurement for each station.
- c. Samples shall be collected as grab samples or flow-weighted 24-hour composite samples.
- d. Each sample, excluding pH samples, must be analyzed by a laboratory certified by the MDH and/or the MPCA, and:
 - (1) Sample preservation and test procedures for the analysis of pollutants shall conform to 40 CFR Part 136 and Minn. R. 7041.3200.
 - (2) Detection limits for dissolved phosphorus, dissolved aluminum, and dissolved iron shall be a minimum of 6 micrograms per liter ($\mu\text{g/L}$), 10 $\mu\text{g/L}$, and 20 $\mu\text{g/L}$, respectively.
 - (3) pH must be measured within 15 minutes of sample collection using calibrated and maintained equipment.

Table B-1:
Monitoring Parameters During Operation

Station	Alum Parameters	Ferric Parameters	Units	Frequency
Upstream-Background	Total Phosphorus	Total Phosphorus	mg/L	1 x week
	Dissolved Phosphorus	Dissolved Phosphorus	mg/L	1 x week
	Total Aluminum	Total Iron	mg/L	1 x month
	Dissolved Aluminum	Dissolved Iron	mg/L	1 x week
	pH	pH	SU	1 x week
	Flow	Flow	Mgd	Daily
Alum or Ferric Chloride Feed	Alum	Ferric	Gallons	Daily Total Dosed In Gallons
Discharge From Treatment	Total Phosphorus	Total Phosphorus	mg/L	1 x week
	Dissolved Phosphorus	Dissolved Phosphorus	mg/L	1 x week
	Total Aluminum	Total Iron	mg/L	1 x month
	Dissolved Aluminum	Dissolved Iron	mg/L	1 x week
	pH	pH	SU	1 x week
	Flow	Flow	Mgd	Daily

- e. In the following situations, the **permittee** shall perform corrective action(s) and immediately notify the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area):

- (1) The pH of the discharged water is not within the range of 6.0 and 9.0
- (2) Any indications of toxicity or measurements exceeding **water quality standards**
- (3) A spill, as defined in Minn. Stat. § 115.01, subd. 13, of alum or ferric chloride

3. Reporting and Recordkeeping

a. Annual Reporting

The **permittee** shall submit the following information with the Annual Report in Part IV.B. The Annual Report must include a month-by-month summary of:

- (1) Date(s) of operation
- (2) Chemical(s) used for treatment
- (3) Gallons of water treated
- (4) Gallons of alum or ferric chloride treatment used
- (5) Calculated pounds of phosphorus removed
- (6) Any performance issues and the corrective action(s), including the date(s) when corrective action(s) were taken

b. On-Site Recordkeeping

A record of the following design parameters shall be kept on-site:

- (1) Site-specific jar testing conducted using typical and representative water samples in accordance with ASTM D2035-08 (2003)
- (2) Baseline concentrations of the following parameters in the influent and **receiving waters**:

- (a) Aluminum or Iron
- (b) Phosphorus

(3) The following system parameters and how each was determined:

- (a) Flocculent settling velocity
- (b) Minimum required retention time
- (c) Rate of diversion of **stormwater** into the system
- (d) The flow rate from the discharge of the outlet structure
- (e) Range of expected dosing rates

4. Treatment System Management

The following site-specific procedures shall be developed and a copy kept on-site:

- a. Procedures for the installation, operation and maintenance of all pumps, generators, control systems, and other equipment
- b. Specific parameters for determining when the solids must be removed from the system and how the solids will be handled and disposed of
- c. Procedures for cleaning up and/or containing a spill of each chemical stored on-site

G. Stormwater Pollution Prevention Program (SWPPP) Modification

1. The **Commissioner** may require the **permittee** to modify the **SWPPP** as needed, in accordance with the procedures of Minn. R. 7001, and may consider the following factors:
 - a. Discharges from the **small MS4** are impacting the quality of **receiving waters**.
 - b. More stringent requirements are necessary to comply with state or federal regulations.
 - c. Additional conditions are deemed necessary to comply with the goals and applicable requirements of the Clean Water Act and protect water quality.
2. Modifications that the **permittee** chooses to make to the **SWPPP** document developed under Part II.D, other than modifications authorized in Part III.G.3 below, must be approved by the **Commissioner** in accordance with the procedures of Minn. R. 7001. All requests must be in writing, setting forth schedules for compliance. The request must discuss alternative program modifications, assure compliance with requirements of the permit, and meet other applicable laws.
3. The **SWPPP** document may only be modified by the **permittee** without prior approval of the **Commissioner** provided it is in accordance with a. or b. below, and the **Commissioner** is notified of the modification in the Annual Report for the year the modification is made.
 - a. A **BMP** is added, and none subtracted, from the **SWPPP** document.
 - b. A less effective **BMP** identified in the **SWPPP** document is replaced with a more effective **BMP**. The alternate **BMP** shall address the same, or similar, concerns as the ineffective or failed **BMP**.

PART IV. ANNUAL **SWPPP** ASSESSMENT, ANNUAL REPORTING, AND RECORD KEEPING

A. Annual **SWPPP** Assessment

The **permittee** shall conduct an Annual Assessment of their **SWPPP** to determine program compliance, the appropriateness of **BMPs**, and progress towards achieving the measurable goals identified in their **SWPPP** document. The Annual **SWPPP** Assessment shall be performed prior to completion of each Annual Report.

B. Annual Reporting

The **permittee** shall submit an Annual Report to the **Agency** by June 30th of each calendar year. The Annual Report shall cover the portion of the previous calendar year during which the **permittee** was authorized to discharge **stormwater** under this permit. The Annual Report shall be submitted to the **Agency**, on a form provided by the **Commissioner**, that will at a minimum, consist of the following:

1. The status of compliance with permit terms and conditions, including an assessment of the appropriateness of **BMPs** identified by the **permittee** and progress towards achieving the identified measurable goals for each of the MCMs in Part III.D.1-6. The assessment must be based on results of information collected and analyzed, including monitoring (if any), inspection findings, and public input received during the reporting period.
2. The **stormwater** activities the **permittee** plans to undertake during the next reporting cycle
3. A change in any identified **BMPs** or measurable goals for any of the MCMs in Part III.D.1-6
4. Information required in Part III.E, to demonstrate progress in meeting **applicable WLAs**
5. Information required to be recorded or documented in Part III
6. A statement that the **permittee** is relying on a partnership(s) with another regulated **Small MS4(s)** to satisfy one or more permit requirements (if applicable), and what agreements the **permittee** has entered into in support of this effort

C. Record Keeping

1. The **permittee** shall keep records required by the **NPDES** permit for at least three (3) years beyond the term of this permit. The **permittee** shall submit records to the **Commissioner** only if specifically asked to do so.
2. The **permittee** shall make records, including components of the **SWPPP**, available to the public at reasonable times during regular business hours (see 40 CFR § 122.7 for confidentiality provision).
3. The **permittee** shall retain copies of the permit application, all documentation necessary to comply with **SWPPP** requirements, all data and information used by the **permittee** to complete the application process, and any information developed as a requirement of this permit or as requested by the **Commissioner**, for a period of at least three (3) years beyond the date of permit expiration. This period is automatically extended during the course of an

unresolved enforcement action regarding the **small MS4** or as requested by the **Commissioner**.

D. Where to Submit

The **permittee** shall use an electronic submittal process, when provided by the **Agency**, when submitting information required by this permit. When submitting information electronically is not possible, the **permittee** may use the following mailing address:

Minnesota Pollution Control Agency (MPCA)
Attn: WQ Submittals Center
520 Lafayette Road North
St. Paul, MN 55155-4194

PART V. GENERAL CONDITIONS

- A. The **Agency's** issuance of a permit does not release the **permittee** from any liability, penalty, or duty imposed by Minnesota or federal statutes or rules or local ordinances, except the obligation to obtain the permit. (Minn. R. 7001.0150, subp.3, item A)
- B. The **Agency's** issuance of a permit does not prevent the future adoption by the **Agency** of pollution control rules, standards, or orders more stringent than those now in existence and does not prevent the enforcement of these rules, standards, or orders against the **permittee**. (Minn. R. 7001.0150, subp.3, item B)
- C. The permit does not convey a property right or an exclusive privilege. (Minn. R. 7001.0150, subp. 3, item C)
- D. The **Agency's** issuance of a permit does not obligate the **Agency** to enforce local laws, rules, or plans beyond that authorized by Minnesota statutes. (Minn. R. 7001.0150, subp.3, item D)
- E. The **permittee** shall perform the actions or conduct the activity authorized by the permit in accordance with the plans and specifications approved by the **Agency** and in compliance with the conditions of the permit. (Minn. R. 7001.0150, subp. 3, item E)
- F. The **permittee** shall at all times properly operate and maintain the facilities and systems of treatment and control and the appurtenances related to them which are installed or used by the **permittee** to achieve compliance with the conditions of the permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. The **permittee** shall install and maintain appropriate backup or auxiliary facilities if they are necessary to achieve compliance with the conditions of the permit and, for all permits other than hazardous waste facility permits, if these backup or auxiliary facilities are technically and economically feasible. (Minn. R. 7001.0150. subp. 3, item F.)
- G. The **permittee** may not knowingly make a false or misleading statement, representation, or certification in a record, report, plan, or other document required to be submitted to the **Agency** or to the **Commissioner** by the permit. The **permittee** shall immediately upon discovery report to the **Commissioner** an error or omission in these records, reports, plans, or other documents. (Minn. Stat. § 609.671; Minn.R. 7001.0150, subp.3, item G.; and Minn. R. 7001.1090, subp. 1, items G and H)
- H. The **permittee** shall, when requested by the **Commissioner**, submit within a reasonable time the information and reports that are relevant to the control of pollution regarding the construction, modification, or operation of the facility covered by the permit or regarding the conduct of the activity covered by the permit. (Minn. R. 7001.0150, subp. 3, item H)
- I. When authorized by Minn. Stat. §§ 115.04; 115B.17, subd. 4; and 116.091, and upon presentation of proper credentials, the **Agency**, or an authorized employee or agent of the **Agency**, shall be allowed by the **permittee** to enter at reasonable times upon the property of the **permittee** to examine and copy books, papers, records, or memoranda pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the permit; and to conduct surveys and investigations, including sampling or monitoring, pertaining to the construction, modification, or operation of the facility covered by

the permit or pertaining to the activity covered by the permit. (Minn. R. 7001.0150, subp.3, item I)

- J. If the **permittee** discovers, through any means, including notification by the **Agency**, that noncompliance with a condition of the permit has occurred, the **permittee** shall take all reasonable steps to minimize the adverse impacts on human health, public drinking water supplies, or the environment resulting from the noncompliance. (Minn. R. 7001.0150, subp.3, item J)
- K. If the **permittee** discovers that noncompliance with a condition of the permit has occurred which could endanger human health, public drinking water supplies, or the environment, the **permittee** shall, within 24 hours of the discovery of the noncompliance, orally notify the **Commissioner**. Within five days of the discovery of the noncompliance, the **permittee** shall submit to the **Commissioner** a written description of the noncompliance; the cause of the noncompliance, the exact dates of the period of the noncompliance, if the noncompliance has not been corrected; the anticipated time it is expected to continue, and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance. (Minn. R. 7001.0150, subp.3, item K)
- L. The **permittee** shall report noncompliance with the permit not reported under item K as a part of the next report, which the **permittee** is required to submit under this permit. If no reports are required within 30 days of the discovery of the noncompliance, the **permittee** shall submit the information listed in item K within 30 days of the discovery of the noncompliance. (Minn. R. 7001.0150, subp.3, item L)
- M. The **permittee** shall give advance notice to the **Commissioner** as soon as possible of planned physical alterations or additions to the permitted facility (**MS4**) or activity that may result in noncompliance with a Minnesota or federal pollution control statute or rule or a condition of the permit. (Minn. R. 7001.0150, subp. 3, item M)
- N. The permit is not transferable to any **person** without the express written approval of the **Agency** after compliance with the requirements of Minn. R. 7001.0190. A **person** to whom the permit has been transferred shall comply with the conditions of the permit. (Minn. R. 7001.0150, subp.3, item N)
- O. The permit authorizes the **permittee** to perform the activities described in the permit under the conditions of the permit. In issuing the permit, the state and **Agency** assume no responsibility for damage to **persons**, property, or the environment caused by the activities of the **permittee** in the conduct of its actions, including those activities authorized, directed, or undertaken under the permit. To the extent the state and **Agency** may be liable for the activities of its employees, that liability is explicitly limited to that provided in the Tort Claims Act, Minn. Stat. § 3.736. (Minn. R. 7001.0150, subp. 3, item O)
- P. This permit incorporates by reference the applicable portions of 40 CFR §§ 122.41 and 122.42 parts (c) and (d), and Minn. R. 7001.1090, which are enforceable parts of this permit.

APPENDIX A

SCHEDULES

Table 1
Application Submittal Schedule for Existing permittees

Group 1 Within 90 days after permit effective date		
Alexandria, City Andover, City Anoka Technical College Arden Hills, City Birchwood Village, City Cambridge, City Centerville, City Chaska, City Dakota County Technical College Detroit Lakes, City Excelsior, City	Glencoe, City Grand Rapids, City Greenwood, City Hibbing, City Hilltop, City Inver Hills Community College Little Falls, City Long Lake, City Maple Plain, City Minnetonka Beach, City Monticello, City Northland Comm & Technical College	Oak Grove, City Orono, City Ramsey, City Sartell, City South St Paul, City St Bonifacius, City St Cloud Technical College St Louis County St Paul Park, City Waite Park, City Woodland, City
Group 2 Within 120 days after permit effective date		
Anoka, City Anoka-Ramsey Community College Baxter, City Brainerd, City Buffalo, City Champlin, City Clay County Coon Creek WD Dayton, City Dilworth, City East Grand Forks, City Elk River, City Elko New Market, City Fridley, City	Hutchinson, City La Crescent, City Lake Superior College - Duluth Landfall, City Lauderdale, City Litchfield, City Mendota, City Midway Township MN State Comm and Tech College-Moorhead Moorhead, City Mounds View, City North Oaks, City	Nowthen, City Proctor, City Red Wing, City Shakopee, City South Washington WD Spring Park, City St Joseph, City St Michael, City Stearns County Tonka Bay, City West St Paul, City Willernie, City Winona, City
Group 3 Within 150 days after permit effective date		
Albert Lea, City Anoka County Apple Valley, City Austin, City Bemidji, City Benton County Big Lake, City Big Lake Township Blaine, City Bloomington, City Brockway Township	Hennepin Technical College Eden Prairie Hermantown, City Hopkins, City Houston County Hugo, City Independence, City Inver Grove Heights, City Jackson Township La Crescent Township Laketown Township Lakeville, City	Owatonna, City Pine Springs, City Plymouth, City Prior Lake, City Prior Lake-Spring Lake WSD Ramsey County Public Works Ramsey-Washington Metro WD Redwood Falls, City Rice Creek WD Rice Lake Township Richfield, City

Brooklyn Center, City	Lake Elmo, City	Robbinsdale, City
Brooklyn Park, City	Le Sauk Township	Rochester, City
Burnsville, City	Lexington, City	Rochester Community & Tech College
Capitol Region WD	Lilydale, City	Rochester Township
Carver, City	Lino Lakes, City	Rosemount, City
Carver County	Little Canada, City	Roseville, City
Cascade Township	Loretto, City	Sauk Rapids, City
Century College	Louisville Township	Sauk Rapids Township
Chanhassen, City	Mahtomedi, City	Savage, City
Circle Pines, City	Mankato, City	Osseo, City
Cloquet, City	Maplewood, City	Otsego, City
Columbia Heights, City	Maple Grove, City	Scott County
Coon Rapids, City	Marion Township	Sherburne County
Corcoran, City	Marshall, City	Shoreview, City
Cottage Grove, City	Medicine Lake, City	Shorewood, City
Credit River Township	Medina, City	Spring Lake Park, City
Crystal, City	Mendota Heights, City	Spring Lake, Township
Dakota County	Metropolitan State University	Saint Paul College
Deephaven, City	Minden Township	St Anthony Village, City
Dellwood, City	Minnehaha Creek WD	St Cloud, City
Duluth, City	Minnesota Correctional-Lino Lakes	St Cloud State University
Duluth Township	Minnesota Correctional-St Cloud	St Joseph Township
Eagan, City	Minnetonka, City	St Louis Park, City
East Bethel, City	Minnetrista, City	St Peter, City
Eden Prairie, City	MNDOT Metro District	Stillwater, City
Edina, City	MNDOT Outstate District	Sunfish Lake, City
Empire Township	MN State University-Moorhead	U of M-Duluth
Fairmont, City	Montevideo, City	U of M-Twin Cities Campus
Falcon Heights, City	Mound, City	Vadnais Heights, City
Faribault, City	Mpls Community/Technical College	Valley Branch WD
Farmington, City	New Brighton, City	Victoria, City
Federal Medical Center	New Hope, City	Waconia, City
Fergus Falls, City	New Ulm, City	Waseca, City
Forest Lake, City	Newport City	Washington County
Gem Lake, City	Normandale Community College	Watab Township
Golden Valley, City	North Branch, City	Wayzata, City
Grant, City	North Hennepin Community College	West Lakeland Township
Ham Lake, City	North Mankato, City	White Bear Lake, City
Hastings, City	North St Paul, City	White Bear Township
Haven Township	Northfield, City	Willmar, City
Haverhill Township	Oakdale, City	Woodbury, City
Hennepin County	Olmsted County	Worthington, City
Hennepin Technical College Brooklyn Pk		

Table 2
Existing Permittees – Schedule of Permit Requirements

<i>Permit Requirement</i>	<i>Schedule</i>
PART II. APPLICATION REQUIREMENTS • <i>Submit Part 2 of the permit application with the SWPPP document completed in accordance with Part II.D.</i>	• See Table 1 above.
PART III. STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP) • <i>Complete revisions to incorporate requirements of Part III.A-F into current SWPPP.</i> <u>Part III.C Mapping and Inventory</u> Part III.C.2 Inventory • <i>Complete and submit inventory in accordance with Part III.C.2.</i> <u>Part III.D.6 Pollution Prevention/Good Housekeeping For Municipal Operations</u> Part III.D.6.e Inspections • <i>Conduct inspections.</i> <u>Part III.E Impaired Waters and TMDLs (if applicable)</u> • <i>Submit all information required by Part III.E.</i> <u>Part III.F. Alum or Ferric Chloride Phosphorus Treatment Systems (if applicable)</u> • <i>Meet requirements for treatment systems under Part III.F.</i>	• Within 12 months of the date permit coverage is extended, unless other timelines have been specifically established in this permit and identified below. • Within 12 months of the date permit coverage is extended. • Annually (Part III.D.6.e(1) and (2)), Quarterly (Part III.D.6.e(3)). • With each Annual Report required in Part IV.B. • Within 12 months of the date permit coverage is extended.
PART IV. ANNUAL SWPPP ASSESSMENT, ANNUAL REPORTING AND RECORD KEEPING <u>Part IV.A Annual SWPPP Assessment</u> • <i>Conduct assessment of the SWPPP.</i> <u>Part IV.B Annual Reporting</u> • <i>Submit an Annual Report</i>	• Annually and prior to completion of each Annual Report. • By June 30th of each calendar year.

Table 3
New Permittees – Schedule of Permit Requirements

<i>Permit Requirement</i>	<i>Schedule</i>
PART II. APPLICATION REQUIREMENTS • <i>Submit Part 1, and Part 2 of the permit application with the proposed SWPPP document as required by Part II.D.</i>	• Within 18 months of written notification from the Commissioner that the MS4 meets the criteria in Minn. R. 7090.1010, Subpart 1.A. or B. and permit coverage is required.
PART III. STORMWATER POLLUTION PREVENTION PROGRAM (SWPPP) • <i>Complete all requirements of Part III.A-F.</i> <u>Part III.A Regulatory Mechanism(s)</u> Illicit Discharge Detection and Elimination (see Part III.D.3)	• Within 36 months of the date permit coverage is extended, unless other timelines have been specifically established in this permit and identified below; or • Within timelines established by the Commissioner under Part I.F.2.

• <i>Develop, implement, and enforce Regulatory Mechanism.</i> Construction Site Stormwater Runoff Control (see Part III.D.4) • <i>Develop, implement, and enforce Regulatory Mechanism.</i> Post-Construction Stormwater Management (see Part III.D.5) • <i>Develop, implement, and enforce Regulatory Mechanism.</i> <u>Part III.B Enforcement Response Procedures (ERPs)</u> • <i>Develop and implement written ERPs for the Regulatory Mechanism(s) required under Part III.A.</i> <u>Part III.C Mapping and Inventory</u> Part III.C.1 Mapping • <i>Develop a storm sewer system map.</i> <u>Part III.C.2 Inventory</u> • <i>Complete and submit inventory in accordance with Part III.C.2.</i> <u>Part III.D Minimum Control Measures</u> <u>Part III.D.4 Construction Site Stormwater Runoff Control</u> • <i>Develop, implement, and enforce a Construction Site Stormwater Runoff Control program.</i> <u>Part III.D.5 Post-Construction Stormwater Management</u> • <i>Develop, implement, and enforce a Post-Construction Stormwater Management program.</i> <u>Part III.D.6 Pollution Prevention/Good Housekeeping for Municipal Operations</u> Part III.D.6.e Inspections • <i>Conduct inspections.</i> <u>Part III.E Impaired Waters and TMDLs (if applicable)</u> • <i>Submit all information required by Part III.E.</i> <u>Part III.F. Alum or Ferric Chloride Phosphorus Treatment Systems (if applicable)</u> • <i>Meet requirements for treatment systems under Part III.F.</i>	• Within 12 months of the date permit coverage is extended. • Within six (6) months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within 24 months of the date permit coverage is extended. • Within six (6) months of the date permit coverage is extended. See Part III.A Regulatory Mechanism(s). • Within 24 months of the date permit coverage is extended. See Part III.A Regulatory Mechanism(s). • Annually (Part III.D.6.e(1) and (2)), Quarterly (Part III.D.6.e(3)). • With each Annual Report required in Part IV.B. • Within 12 months of the date permit coverage is extended.
PART IV. ANNUAL SWPPP ASSESSMENT, ANNUAL REPORTING AND RECORD KEEPING <u>Part IV.A Annual SWPPP Assessment</u> • <i>Conduct assessment of the SWPPP.</i> <u>Part IV.B Annual Reporting</u> • <i>Submit an Annual Report.</i>	• Annually and prior to completion of each Annual Report. • By June 30th of each calendar year.

APPENDIX B

DEFINITIONS AND ABBREVIATIONS

The definitions in this Part are for purposes of this permit only.

1. **“Active Karst”** means geographic areas underlain by carbonate bedrock (or other forms of bedrock that can erode or dissolve) with less than 50 feet of sediment cover.
2. **“Agency”** means the Minnesota Pollution Control **Agency** or MPCA. (Minn. Stat. § 116.36, subd. 2.)
3. **“Alum or Ferric Chloride Phosphorus Treatment System”** means the diversion of flowing **stormwater** from a **MS4**, removal of phosphorus through the use a continuous feed of alum or ferric chloride additive, flocculation, and the return of the treated **stormwater** back into a **MS4** or **receiving water**.
4. **“Applicable WLA”** – means a **Waste Load Allocation** assigned to the **permittee** and approved by the USEPA.
5. **“Best Management Practices”** or **“BMPs”** means practices to prevent or **reduce** the pollution of the **waters of the state**, including schedules of activities, prohibitions of practices, and other management practices, and also includes treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge, or waste disposal or drainage from raw material storage. (Minn. R. 7001.1020, subp.5.)
6. **“Commissioner”** means the **Commissioner** of the Minnesota Pollution Control **Agency** or the **Commissioner’s** designee. (Minn. Stat. § 116.36, subd. 3.)
7. **“Common Plan of Development or Sale”** means a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur.
8. **“Construction Activity”** includes **construction activity** as defined in 40 CFR § 122.26(b)(14)(x) and **small construction activity** as defined in 40 CFR § 122.26(b)(15). This includes a disturbance to the land that results in a change in the topography, existing soil cover (both vegetative and non-vegetative), or the existing soil topography that may result in accelerated **stormwater** runoff, leading to soil erosion and movement of sediment into **surface waters** or drainage systems. Examples of **construction activity** may include clearing, grading, filling, and excavating. **Construction activity** includes the disturbance of less than one acre of total land area that is a part of a larger **common plan of development or sale** if the larger common plan will ultimately disturb one (1) acre or more.
9. **“DNR Catchment Area”** means the Hydrologic Unit 08 areas delineated and digitized by the Minnesota DNR. The catchment areas are available for download at the Minnesota DNR Data Deli website. **DNR catchment areas** may be locally corrected, in which case the local corrections may be used.
10. **“Effective Date”** means the date, located on the front cover of this permit, on which this permit shall become effective.

11. **“Existing Permittee”** means an **Owner/Operator** of a **small MS4** that has been authorized to discharge **stormwater** under a previously issued **general permit** for **small MS4s** in the state of Minnesota.
12. **“General permit”** means a permit issued under Minn. R. 7001.0210 to a category of **permittees** whose operations, emissions, activities, discharges, or facilities are the same or substantially similar. (Minn. R. 7001.0010, subp.4.)
13. **“Geographic Coordinate”** means the point location of a **stormwater** feature expressed by X, Y coordinates of a standard Cartesian coordinate system (i.e. latitude/longitude) that can be readily converted to Universal Transverse Mercator (UTM), Zone 15N in the NAD83 datum. For polygon features, the **geographic coordinate** will typically define the approximate center of a **stormwater** feature.
14. **“Green Infrastructure”** means a wide array of practices at multiple scales that manage wet weather and that maintains or restores natural hydrology by infiltrating, evapotranspiring, or harvesting and using stormwater. On a regional scale, green infrastructure is the preservation or restoration of natural landscape features, such as forests, floodplains and wetlands, coupled with policies such as infill and redevelopment that reduce overall imperviousness in a watershed. On the local scale, green infrastructure consists of site and neighborhood-specific practices, such as bioretention, trees, green roofs, permeable pavements and cisterns.
15. **“High Flow Bypass”** means a function of an inlet device that allows a certain flow of water through, but diverts any higher flows away. **High flow bypasses** are generally used for **BMPs** that can only treat a designed amount of flow and that would be negatively affected by higher flows.
16. **“Illicit Discharge”** means any discharge to a **municipal separate storm sewer** that is not composed entirely of stormwater except discharges pursuant to a NPDES permit (other than the **NPDES** permit for discharges from the **municipal separate storm sewer**) and discharges resulting from firefighting activities. (40 CFR § 122.26(b)(2))
17. **“Impaired Water”** means waters identified as impaired by the **Agency**, and approved by the USEPA, pursuant to section 303(d) of the Clean Water Act (33 U.S.C. § 303(d)).
18. **“Maximum Extent Practicable”** or **“MEP”** means the statutory standard (33 U.S.C. § 1342(p)(3)(B)(iii)) that establishes the level of pollutant reductions that an **Owner** or **Operator** of **Regulated MS4s** must achieve. The USEPA has intentionally not provided a precise definition of **MEP** to allow maximum flexibility in **MS4** permitting. The pollutant reductions that represent **MEP** may be different for each **small MS4**, given the unique local hydrologic and geologic concerns that may exist and the differing possible pollutant control strategies. Therefore, each **permittee** will determine appropriate **BMPs** to satisfy each of the six Minimum Control Measures (MCMs) through an evaluative process. The USEPA envisions application of the **MEP** standard as an iterative process.
19. **“Municipal separate storm sewer system”** or **“MS4”** means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains:
 - a. owned or operated by a state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction over disposal of sewage, industrial

wastes, stormwater, or other wastes, including special districts under state law such as a sewer district, flood control district, or drainage district or similar entity, or an Indian tribe or an authorized Indian tribe organization, or a designated and approved management **Agency** under section 208 of the federal Clean Water Act, United States Code, title 33, section 1288, that discharges into **waters of the state**

- b. designed or used for collecting or conveying stormwater
- c. that is not a combined sewer; and
- d. that is not part of a publicly owned treatment works as defined in 40 CFR § 122.2

Municipal separate storm sewer systems do not include separate storm sewers in very discrete areas, such as individual buildings. (Minn. R. 7090.0080, subp. 8).

- 20. **“New development”** means all **construction activity** that is not defined as **redevelopment**.
- 21. **“New Permittee”** means an **Owner/Operator** of a **small MS4** that has not been authorized to discharge **stormwater** under a previously issued General **Stormwater** Permit for **small MS4s** in the state of Minnesota and that applies for, and obtains coverage under this permit.
- 22. **“Non-Stormwater Discharge”** means any discharge not composed entirely of **stormwater**.
- 23. **“Operator”** means the **person** with primary operational control and legal responsibility for the **municipal separate storm sewer system**. (Minn. R. 7090.0080, subp.10.)
- 24. **“Outfall”** means the point source where a **municipal separate storm sewer system** discharges to a **receiving water**, or the **stormwater** discharge permanently leaves the **permittee’s MS4**. It does not include diffuse runoff or conveyances that connect segments of the same stream or water systems (e.g., when a conveyance temporarily leaves an **MS4** at a road crossing).
- 25. **“Owner”** means the **person** that owns the **municipal separate storm sewer system**. (Minn. R. 7090.0080, subp.11.)
- 26. **“Permittee”** means a **person** or **persons**, that signs the permit application submitted to the **Agency** and is responsible for compliance with the terms and conditions of this permit.
- 27. **“Person”** means the state or any Agency or institution thereof, any municipality, governmental subdivision, public or private corporation, individual, partnership, or other entity, including, but not limited to, association, commission or any interstate body, and includes any officer or governing or managing body of any municipality, governmental subdivision, or public or private corporation, or other entity.(Minn. Stat. § 115.01, subd. 10.)
- 28. **“Pipe”** means a closed manmade conveyance device used to transport **stormwater** from location to location. The definition of **pipe** does not include foundation drain **pipes**, irrigation **pipes**, land drain tile **pipes**, culverts, and road sub-grade drain **pipes**.
- 29. **“Pollutant of Concern”** means a pollutant specifically identified in a USEPA-approved **TMDL** report as causing a water quality impairment.

30. **“Receiving Water”** means any lake, river, stream or **wetland** that receives **stormwater** discharges from an **MS4**.
31. **“Redevelopment”** means any **construction activity** where, prior to the start of construction, the areas to be disturbed have 15 percent or more of impervious surface(s).
32. **“Reduce”** means **reduce** to the **Maximum Extent Practicable (MEP)** unless otherwise defined in the context in which it is used.
33. **“Saturated Soil”** means the highest seasonal elevation in the soil that is in a reduced chemical state because of soil voids being filled with water. **Saturated soil** is evidenced by the presence of redoximorphic features or other information.
34. **“Significant Materials”** includes, but is not limited to: raw materials, fuels, materials such as solvents, detergents, and plastic pellets; finished materials such as metallic products; raw materials used in food processing or production; hazardous substances designated under Section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any chemical the facility is required to report pursuant to Section 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA); fertilizers, pesticides, and waste products such as ashes, slag, and sludge that have the potential to be released with **stormwater** discharges. When determining whether a material is significant, the physical and chemical characteristics of the material should be considered (e.g. the material’s solubility, transportability, and toxicity characteristics) to determine the material’s pollution potential. (40 CFR § 122.26(b)(12)).
35. **“Small Municipal Separate Storm Sewer System”** or **“small MS4”**, means all separate storm sewers that are:
1. Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, **stormwater**, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management Agency under section 208 of the CWA that discharges to waters of the United States.
 2. Not defined as “large” or “medium” **Municipal Separate Storm Sewer Systems** pursuant to 40 CFR § 122.26 paragraphs (b)(4) and (b)(7) or designated under paragraph (a)(1)(v).
 3. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.
36. **“Stormwater”** means **stormwater** runoff, snow melt runoff, and surface runoff and drainage. (Minn. R. 7090.0080, subp.12.)
37. **“Stormwater flow direction”** means the direction of predominant flow within a **pipe**. Flow direction can be discerned if **pipe** elevations can be displayed on the storm sewer system map.

38. **“Stormwater Pollution Prevention Program” or “SWPPP”** means a comprehensive program developed by the **permittee** to manage and **reduce** the discharge of pollutants in **stormwater** to and from the **small MS4**.
39. **“Structural Stormwater BMP”** means a stationary and permanent **BMP** that is designed, constructed and operated to prevent or **reduce** the discharge of pollutants in **stormwater**.
40. **“Total Maximum Daily Load” or “TMDL”** means the sum of the individual **Waste Load Allocations** for point sources and load allocations for nonpoint sources and natural background, as more fully defined in 40 CFR § 130.2, paragraph (i). A **TMDL** sets and allocates the maximum amount of a pollutant that may be introduced into a **water of the state** and still assure attainment and maintenance of **water quality standards**. (Minn. R. 7052.0010 subp. 42)
41. **“Waste Load Allocation” or “WLA”** means the portion of a receiving water's loading capacity that is allocated to one of its existing or future point sources of pollution, as more fully defined in Code of Federal Regulations, title 40, section 130.2, paragraph (h). In the absence of a **TMDL** approved by USEPA under 40 CFR § 130.7, or an assessment and remediation plan developed and approved according to Minn. R. [7052.0200](#), subp. 1.C, a **WLA** is the allocation for an individual point source that ensures that the level of water quality to be achieved by the point source is derived from and complies with all applicable **water quality standards** and criteria. (Minn. R. 7052.0010 subp. 45)
42. **“Water pollution”** means (a) the discharge of any pollutant into any waters of the state or the contamination of any waters of the state so as to create a nuisance or render such waters unclean, or noxious, or impure so as to be actually or potentially harmful or detrimental or injurious to public health, safety or welfare, to domestic, agricultural, commercial, industrial, recreational or other legitimate uses, or to livestock, animals, birds, fish or other aquatic life; or (b) the alteration made or induced by human activity of the chemical, physical, biological, or radiological integrity of waters of the state. (Minn. Stat. § 115.01, subd. 13)
43. **“Water Quality Standards”** means those provisions contained in Minn. R. 7050 and 7052.
44. **“Waters of the State”** means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof. (Minn. Stat. § 115.01, subd. 22.)
45. **“Wetlands”** are those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. **Wetlands** generally include swamps, marshes, bogs, and similar areas. Constructed **wetlands** designed for wastewater treatment are not **waters of the state**. **Wetlands** must have the following attributes:
1. A predominance of hydric soils
 2. Inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition and

3. Under normal circumstances support a prevalence of such vegetation. (Minn. R. 7050.0186, subp. 1a.B.)

ABBREVIATIONS AND ACRONYMS

- BMP - Best Management Practice
- CFR – Code of Federal Regulations
- CWA – Clean Water Act or the Federal Water Pollution Control Act, 33 U.S.C. §1251 *et seq*)
- DNR – Department of Natural Resources
- DWSMA – Drinking Water Supply Management Area
- ERPs– Enforcement Response Procedures
- IDDE - Illicit Discharge Detection and Elimination
- MCM – Minimum Control Measure
- MDH – Minnesota Department of Health
- MEP – Maximum Extent Practicable
- MS4 - Municipal Separate Storm Sewer System
- NPDES - National Pollutant Discharge Elimination System
- ORVW - Outstanding Resource Value Water
- SDS – State Disposal System
- TMDL - Total Maximum Daily Load
- TP – Total Phosphorus
- TSS - Total Suspended Solids
- USEPA - United States Environmental Protection Agency
- WLA – Waste Load Allocation

2016 MS4 Annual Report

Engineering Department



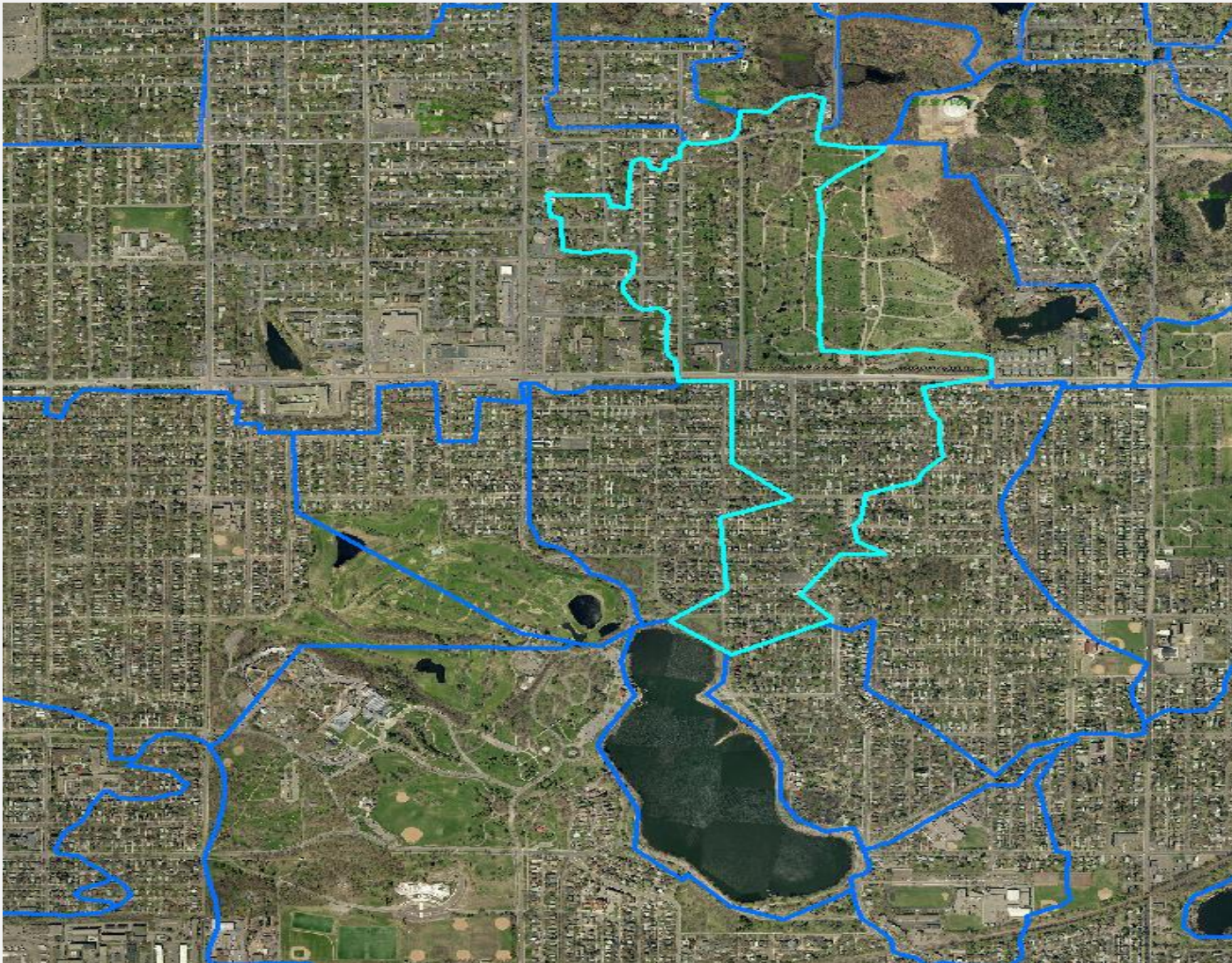
This permit establishes conditions for discharging **stormwater** and specific other related discharges to **waters of the state**. This permit is required for discharges that are from **small Municipal Separate Storm Sewer Systems (small MS4)**, as defined in this permit.

Effective Date: August 1, 2013 – July 31, 2018

Roseville's Permit & supporting documents can be found on the City Website and hard copies are available upon request.

2016 MS4 Annual Report

Total Maximum Daily Load (TMDL)



Como Lake

TMDL lbs/day reduction = 0.019

WLA = 0.68 lbs/day

Total reduction to date = ~0.55 lbs/day
(81%)

Upcoming in 2018 Permit

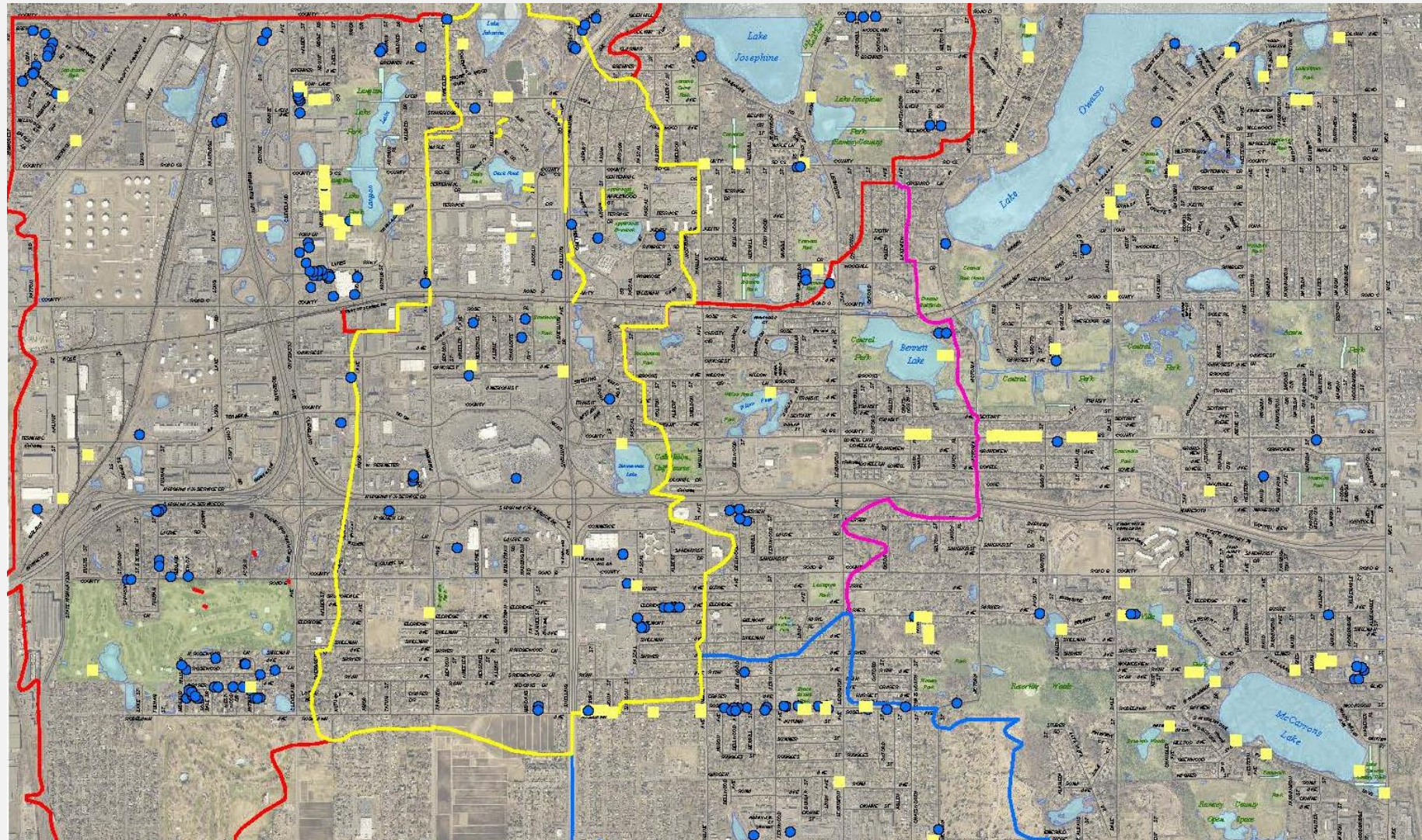
Bennet Lake

Little Josephine

Long Lake

2016 MS4 Annual Report

Stormwater BMP Inventory



Total Maximum Daily Load (TMDL)

- Little Johanna
- Long Lake
- Como
- Bennett

Stormwater BMP's

- Infiltration/Filtration BMP
- Infrastructure BMP

348 BMP's

2016 MS4 Annual Report

Pond Maintenance

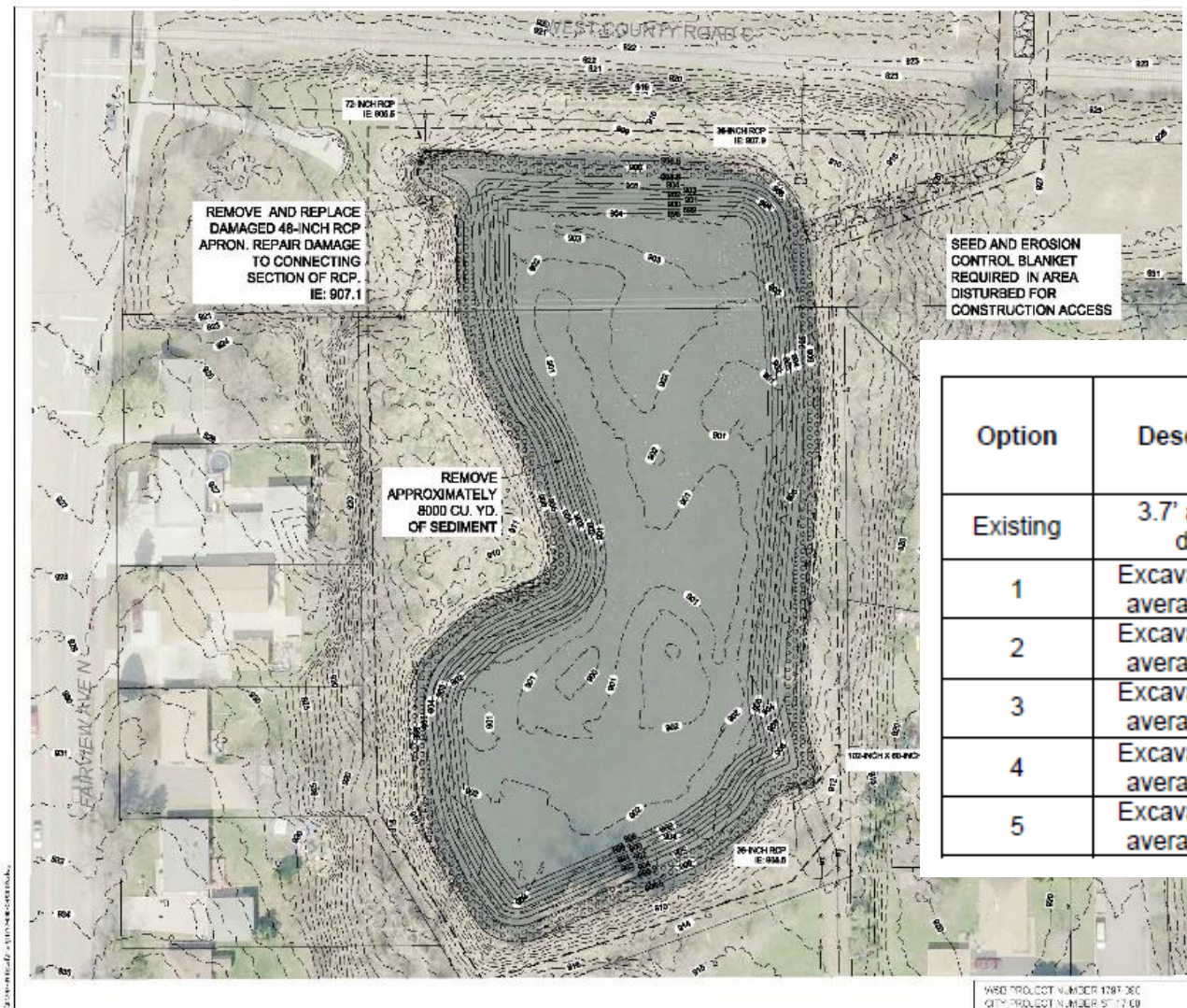


Table 5: Fairview Pond Summary

Drainage Area	514.5 acres
Pond Area	2.15 acres (per 2016 pond inspection)
Impervious Surface	79%
Current Average Depth	3.7 feet
Current Wet Volume	8.0 ac-ft
Outlet Diameter	78-inch (NW)
Inlet Diameters	Two 36-inch (NE, SE), 48-inch (NW), 84-inch equivalent arch (SE)

OBTAINED VIA POND VISIT CONDUCTED ON NOVEMBER 9, 2016.

Table 6: Fairview Pond Water Quality Analysis/P8 Results

Option	Description	Volume to Excavate (cy)	TP Removal Efficiency (%)	Annual TP Reduction (lbs/yr)	TSS Removal Efficiency (%)	Annual TSS Reduction (tons/yr)
Existing	3.7' average depth	N/A	25.9	214.4	56.6	72.4
1	Excavate to 4.0' average depth	1040	26.4	218.6	57.0	72.9
2	Excavate to 5.0' average depth	4510	28.0	232.2	58.3	74.6
3	Excavate to 6.0' average depth	7980	29.3	243.3	59.4	76.0
4	Excavate to 7.0' average depth	11,450	30.6	253.4	60.4	77.3
5	Excavate to 8.0' average depth	14,920	31.6	262.0	61.3	78.4

SECTION



W&A PROJECT NUMBER 1267-200
CITY PROJECT NUMBER 5712-10

FAIRVIEW POND SHEET 1 OF 1 SHEETS

Average Removal Percentages
TSS 84%
TP 50%

2016 MS4 Annual Report

Pond Maintenance



2016 MS4 Annual Report

CSWMP

Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of Iona Pond drainage system (issue area #1) and identify potential improvements to alleviate flooding		35W-3	\$35,000.00
Flood Protection and Runoff Management	Implement recommended study improvements		35W-3	\$2,500,000.00
Flood Protection and Runoff Management	Implement remaining recommended study improvements in Walsh Lake subwatershed area to address issue area 2a and 2b.		WL-1 & 6	\$150,000.00
Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of Fairview Ave drainage system (issue area #3) and identify potential improvements to alleviate flooding at the Hwy 36/Fairview Ave overpass, on the 1800-block of Skillman Avenue west of Fairview Avenue and the low area between Gluek Ln N and Gluek Ln S.		OP-1	\$50,000.00
Flood Protection and Runoff Management	Implement recommended study improvements		OP-1	\$8,000,000.00
Flood Protection and Runoff Management	Perform hydrologic and hydraulic analysis of the Fernwood-Lexington drainage system (issue area #4) and identify potential improvements to alleviate flooding near the 1200-block of W Sherren St.		WP-1	\$10,000.00
Flood Protection and Runoff Management	Implement recommended study improvements		WP-1	\$750,000.00

~\$11.5 Million

**Implement all items
included in the
Implementation Plan
= ~\$28 million**

2016 MS4 Annual Report

Clean Up Day Statistics

Roseville Clean Up Day Totals Comparison Chart

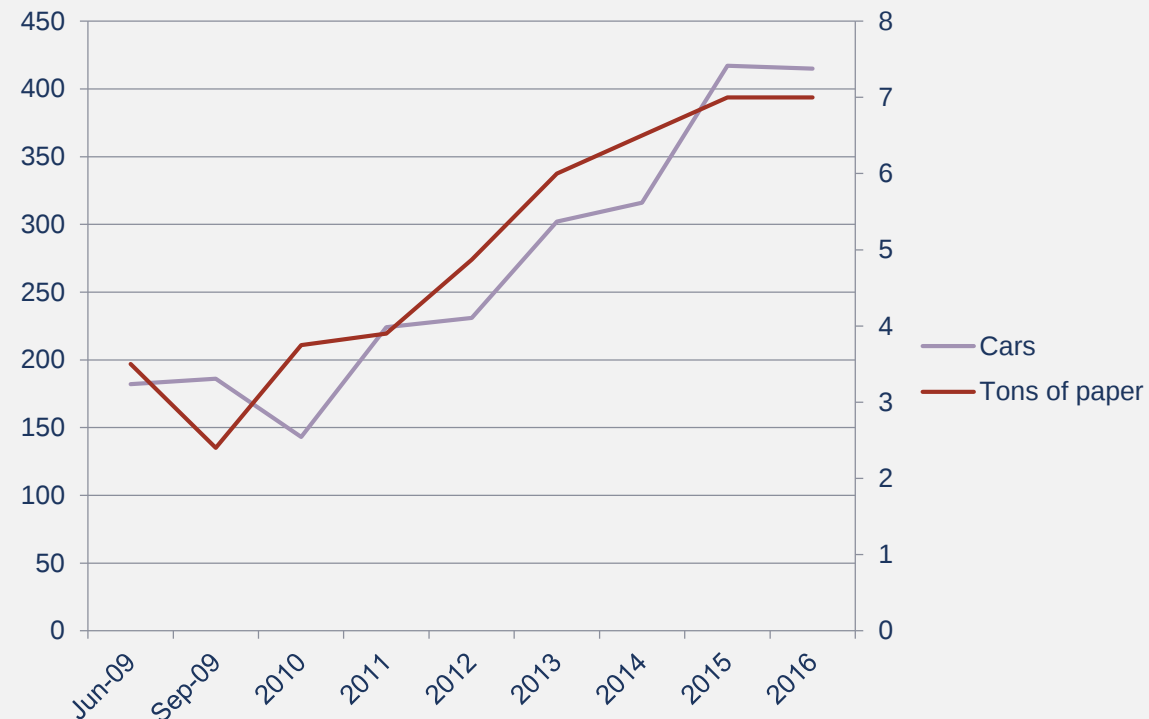
		<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Vehicle Count		561	477	447	464	567	324	550	412	330	306	327	377	367	445	480
Non Recyclable																
MSW	ton	15.2	17.1	20.0	17.7	14.2	8.6	23.7	14.2	16.5	7.8	6.7	12.1	12.0	14.0	14.8
C&D	ton	40.5	22.5	31.5	25.5	40.5	14.9	3.1	5.5	7.1	11.2	10.3	12.6	8.9	17.7	13.3
	Total	55.7	39.6	51.5	43.2	54.7	23.5	26.8	19.7	23.6	19.0	17.0	24.7	20.9	31.7	28.0
Recyclable																
Metal*	ton	15.0	10.0	8.0	10.9	13.5	6.9	6.0	3.3	7.1	6.6	6.8	8.2	7.3	5.8	9.9
Batteries	each			2	109	29	26	18	12	542	550	600	650	600	650	0
Tires	lbs	50	42	60	20	57	46	72	51	49	45	43	33	33	40	0
Electronics	ton	.5	2	1	2	4	8	16	11	12	5	5	4.96	4.92	8.4	6.2
Appliances**	Ton	0	0	0	0	0	0	0		0.10	2.8	2.25	1.95	3.18	2.2	3.9
Carpet	ton						0	0	0	0	0	1.75	0.55	.90	1.1	0.3
Bicycles	each							20	38	28	12	25	25	10	26	61
Mattresses	each								28	36	36	51	48	65	61	90
Total Cost												\$5,567	\$3,606	\$6,467	\$9,965	\$9,183

2016 MS4 Annual Report

Shredding Day Stats

Shredding Day Stats

Year	2009	2009	2010	2011	2012	2013	2014	2015	2016	2017
Vehicles	182	186	143	224	231	302	316	417	415	*
Lbs	7,000	4,800	7,500	7,800	9,740	12,000	8,240	13,000	13,486	*
Tons	3.5	2.4	3.8	3.9	4.9	6.0	4.1	6.5	6.7	*
Lbs/car	38	26	52	35	42	40	26	31	32	*



*Slide will be updated prior to the meeting.
Submittal deadline for the packet is before the event.

2016 MS4 Annual Report

Resident Tips



Clean up fertilizer from hard surfaces



Clean up grass clippings

2016 MS4 Annual Report

Resident Tips



Como Lake – August

2016 MS4 Annual Report

Resident Tips

- **Shovel.**

- The more snow and ice you remove manually, the less salt you will have to use and the more effective it can be.

- **15°F is too cold for salt.**

- Most salts stop working at this temperature. Use sand instead for traction, but remember that sand does not melt ice.

- **More salt does not mean more melting.**

- Use less than 4 pounds of salt per 1,000 square feet (an average parking space is about 150 square feet). One pound of salt is approximately a heaping 12-ounce coffee mug.

- **Sweep up extra.**

- If salt or sand is visible on dry pavement it is no longer doing any work and will be washed away. Use this salt or sand somewhere else or throw it away.

Q & A

Questions?



THANK YOU

Engineering Department

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 23, 2017

Item No: 7

Item Description: City Council Joint Meeting Preliminary Discussion

Background:

The Public Works, Environment and Transportation Commission is scheduled to have its annual joint meeting with the City Council proposed for July 17th (final meeting date hopefully will be set prior to the PWETC meeting.) In order to prepare for a more detailed discussion next month (June) about what items to discuss with the City Council, we have added this item to the agenda to start the process of identifying items for the joint meeting.

Attached are the notes for last year's joint meeting including what items the PWET Commission discussed from August 2015 – June 2016 and the items the Commission wanted to discuss with the Council at that time. For the June PWET Commission meeting, staff will assemble a summary of items discussed from August 2016 – June 2017 for a more detailed discussion at that time.

Recommended Action:

Discuss potential items for the July Joint Meeting with the City Council.

Attachments:

A. June 20, 2016 City Council Action Form for PWETC Joint Meeting

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: June 20, 2016
Item No.:

Department Approval



City Manager Approval

Item Description: Public Works, Environment, and Transportation Commission Joint Meeting with the City Council

BACKGROUND

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. The following are activities of the past year and issues the Commission would like to take up in the next year:

Activities and accomplishments:

- o Water and Sewer Service Maintenance Responsibility and Issues
- o Leaf Disposal Outreach and Education Discussion (see attached flyer)
- o Continued discussion on City Campus Solar and Solar Gardens
- o Stormwater, Water and Sewer Policy Recommendations
- o Stormwater Project and Water Booster Tour
- o Attendance at Living Streets and Recycling Workshop (hosted by Ramsey County and Alliance for Sustainability)
- o Recycling RFP review and recommendations

Work Plan items for the upcoming year:

- o Review of Recycling Proposals
- o Transit accessibility and service levels – review of A Line operations
- o Continued discussion and review of Pathways and bike path planning and connections
- o Continued discussion of City Campus Solar
- o Sewer and Water Services
- o Expanding Recycling / Organics Recycling

Questions or Concerns for the City Council:

- o Are some rights-of-way and easement areas too large and do they negatively impact private lots and potential improvements of private residences?
- o Should the Commission discuss other recycling components, such as providing organics recycling options if curbside pickup isn't a feasible option in our next recycling contract?

- 27 o Does the Council want to provide more direction on future discussions regarding sewer
28 and water services? (In March of 2016, Council did direct staff to look into the possibility
29 of offering/conducting the lining of private sewer services up to some point. Staff will be
30 returning to the PWETC with this item at a future meeting)

Prepared by: Marc Culver, Public Works Director

Attachments: A: Meeting topic summary

 B: Leaf disposal flyer

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: May 23, 2017

Item No: 8

Item Description: Look Ahead Agenda Items/ Next Meeting June 27, 2017

Suggested Items:

- TIF Discussion
- Transportation Plan Update Meeting # 1
- Discussion of items for City Council Joint Meeting

Look ahead:

June ??: PROPOSED SPECIAL MEETING – FIELD TRIP TO REVIEW ACTIVE
CONSTRUCTION PROJECTS

July: - Transportation Plan Update Meeting #2 / Pathway Master Plan Update Mtg #1

August: - Review of City Council Joint Meeting
 - Proposed: Update on upcoming transportation projects including Snelling
 Ave, 35W, misc. intersection projects

Recommended Action:

Set preliminary agenda items for the June 27, 2017 Public Works, Environment &
Transportation Commission meeting.