

Minnehaha Creek Watershed District

REQUEST FOR BOARD ACTION

MEETING DATE: April 10, 2014

TITLE: Acceptance of the Annual Report to the Board of Water and Soil Resources and Minnesota Pollution Control Agency

RESOLUTION NUMBER: 14-XXX

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REVIEWED BY: ☐ Administrator ☐ Counsel ☐ Program Mgr. (Name): _____
☐ Board Committee ☐ Engineer ☐ Other

WORKSHOP ACTION:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Advance to Board mtg. Consent Agenda. | <input type="checkbox"/> Advance to Board meeting for discussion prior to action. |
| <input type="checkbox"/> Refer to a future workshop (date): _____ | <input type="checkbox"/> Refer to taskforce or committee (date): _____ |
| <input type="checkbox"/> Return to staff for additional work. | <input type="checkbox"/> No further action requested. |
| <input type="checkbox"/> Other (specify): _____ | |

PURPOSE or ACTION REQUESTED:

Acceptance of the 2013 BWSR Activity Report and 2013 NPDES – Phase II Storm Water Pollution Prevention Program Report

SUMMARY:

The attached report has been prepared to satisfy the District's annual reporting requirements to both the Board of Water and Soil Resources (BWSR) and the Minnesota Pollution Control Agency (MPCA).

Minnesota Statutes Chapter 103D.351 requires watershed districts to file an annual report with BWSR, and for metro watershed districts, the report must meet the requirements described in MR 8410.0150. This annual report includes assessment of the previous year's work plans, permits or variances issued or denied, enforcement actions, summary of water quality data, status of local plan adoption and implementation, and financial conditions of the watershed district. The Annual Activity Report is due to BWSR before April 30th of each year.

Similarly, the National Pollutant Discharge Elimination System (NPDES) Phase II rules call for an annual summary report to the MPCA on progress toward implementing the provisions of the Storm Water Pollution Prevention Program (SWPPP), including any proposed revisions. The NPDES – Phase II rules require that a public hearing be held annually prior to the June 30th reporting deadline to provide an opportunity for public input on the District's SWPPP. This hearing is scheduled for April 10, 2014.

RESOLUTION NUMBER: 14-XXX

WHEREAS, Minnesota Statutes 103D.351 and Minnesota Rule 8410.0150 require that an annual report be submitted to the Board of Water and Soil Resources (BWSR) that includes an assessment of the previous year's work plans, permits or variances issued or denied, enforcement actions, summary of water quality data, status of local plan adoption and implementation, and financial conditions of the watershed district; and

WHEREAS, the MPCA and BWSR have agreed that a combined report satisfies the requirements of both agencies; and

WHEREAS, a public hearing was held on April 10, 2014 and was duly noticed in the local newspaper and on the District's website; and

NOW, THEREFORE, BE IT RESOLVED, that the Minnehaha Creek Watershed Board of Managers accepts the 2013 Annual Activity Report and the 2013 NPDES – Phase II Storm Water Pollution Prevention Program Report.

Secretary _____ Date: _____

Annual Report 2013



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Minnehaha Creek Watershed District 2013 Annual Report and Stormwater Pollution Prevention Program Summary



2013 Annual Report and Storm Water Pollution Prevention Program Summary

1.0	Introduction	3
1.1	National Pollutant Discharge Elimination System – Phase II Annual Report	3
1.2	Minnesota Statutes Chapter 103D.351 Annual Report	5
2.0	Summary of Storm Water Pollution Prevention Program and Planned Best Management Practices	5
2.1	Summary of 2013 Goals	6
2.2	Actions Taken in 2013 and Best Management Practices Implementation Progress	7
2.2.1	Public Education and Outreach – MCM No. 1	7
2.2.2	Public Participation and Involvement – MCM No.2.....	7
2.2.3	Illicit Discharge Detection and Elimination – MCM No. 3.....	7
2.2.5	Construction Site Storm Water Runoff Control – MCM No. 4	8
2.2.6	Post-Construction Storm Water Management – MCM No. 5.....	9
2.2.7	Pollution Prevention and Good Housekeeping – MCM No. 6.....	9
3.0	Other Related Activities.....	9
3.1	Regulatory Department and Rule Making	10
3.2	Water Quantity and Quality Monitoring.....	11
3.4	Staffing & Staff Training	11
3.5	Aquatic Invasive Species Program.....	13
3.6	Cost Share Program	13
4.0	Projects Underway or Completed in 2013.....	14
5.0	Studies Underway or Completed in 2013	14
6.0	Local Water Plans.....	14
7.0	Progress Toward Goals	16
8.0	2013 SWPPP Recommendations.....	16
9.0	MCWD Financial Summary	17
10.0	Additional Information	18
11.0	Acronyms, Abbreviations and Definitions	20

Figures

- Figure 1.1 MCWD Boundary and Public Drainage System Location Map
 Figure 10.1 2013 Budgeted Allocations

Tables

- Table 2.1 WRMP Goals Addressed by 2013 Projects, Programs & Initiatives
 Table 7.1 Local Water Plan Status

Table 11.1 MCWD Board Contacts

Table 11.2 MCWD Staff Contacts

Table 12.1 List of Acronyms, Abbreviations, and Definitions

Appendices

Appendix 1	MCWD 2013 Year in Review Brochure
Appendix 2	2013 MCWD Communications Annual Report
Appendix 3	Education Program- Annual Report 2013
Appendix 4	2013 MCWD Regulatory Department Annual Report
Appendix 5	2013 MCWD Projects & Operations and Maintenance Departments Annual Report
Appendix 6	2013 MCWD Hydrologic Data Monitoring & Research Department Annual Report
Appendix 7	2013 MCWD Aquatic Invasive Species Department Annual Report MCWD 2013 District Planning Department Report
Appendix 8	2013 MCWD Cost Share Annual Report and Evaluation
Appendix 9	2013 MCWD Planning Department Annual Report

Attachment

MPCA MS4 Annual Form 2013_MCWD

1.0 Introduction

This report has been prepared to satisfy the Minnehaha Creek Watershed District's (MCWD) annual reporting requirements of the National Pollutant Discharge Elimination System, Phase II rules, emanating from the Clean Water Act legislation of 1972. It also is intended to satisfy the annual reporting requirements set forth in Minnesota Statutes Chapter 103D.351, which requires watershed districts to file an annual report with the Board of Soil and Water Resources. Metro watershed districts are required to follow reporting requirements described in MR 8410.0150.

MCWD has prepared an NPDES Phase II MS4 report since 2003. All records pertaining to the NPDES Phase II permit, including annual reports and correspondence, will be kept at the MCWD office for a minimum of three years beyond expiration of the permit.

1.1 National Pollutant Discharge Elimination System – Phase II Annual Report

Prior to 1990, National Pollutant Discharge Elimination System (NPDES) did not directly address non-point sources of pollutants. The focus of implementing the federal requirements was point-source discharges of wastewater and industrial process water. In 1990, USEPA promulgated rules to include regulation of non-point source discharges from large municipal separate storm sewer systems (MS4s). The Phase I rules required storm water systems permits in large cities like Duluth, St. Paul, and Minneapolis. In 2002, the Phase II rules expanded federal regulation to include small MS4s after a USEPA study documented continued degradation of the nation's waters.

In early 2003, MCWD submitted an application as a regulated MS4 under the Phase II rules, along with a Storm Water Pollution Prevention Program (SWPPP). MCWD is regulated as an MS4 under the Phase II rules because the District is the drainage authority for eight public drainage systems. These drainage systems are county and judicial ditches generally established in the early 1900s. Authority for these public drainage systems was transferred to Minnehaha Creek Watershed District by resolutions from the commissioners of Hennepin and Carver counties.

A number of other Phase II MS4 storm sewers and conveyances discharge into the county and judicial ditch systems. MCWD developed a policy in 2006 for either retaining authority or transferring responsibility for the ditches to the municipalities they serve based on current use and historic changes of use of the drained areas. For example, Hennepin County Ditch No. 29 has been redirected and converted into a storm sewer system, now operated by the City of Minneapolis, to drain areas northwest of Lake Calhoun as they developed. See Figure 1.1 for the general locations of the eight public drainage systems.

The Phase II MS4 requirements call for an annual summary report on progress toward implementing the provisions of the SWPPP, including any proposed revisions. This report satisfies the 2013 annual report requirements and has been submitted before the June 30, 2014, deadline.

1.2 Minnesota Statutes Chapter 103D.351 Annual Report

The Minnesota Statutes require watershed districts to prepare and file an annual report with the Board of Soil and Water Resources. This annual report is a summary of MCWD financial activity (See Section 10), projects, and plans for the coming year (See Sections 4 - 5 for 2013 activities and planned activity in 2014) and satisfies the requirements of Minnesota Statutes Chapter 103D.351.

2.0 Summary of Storm Water Pollution Prevention Program and Planned Best Management Practices

The MPCA's MS4 Annual Report form for 2013 is attached to this report. In 2013, the MCWD updated the SWPPP in accordance with the new general permit for MS4s. Prior to that, MCWD operated under the Notice of Intent and the Phase II MS4 permit application submitted to the MPCA in 2003. The following Minnehaha Creek Watershed District documents are the foundation of that SWPPP:

- Water Resources Management Plan, January 1997 (updated in 2007)
- Operations and Maintenance Manual, November 2000
- Ditch Records and Policy Considerations, January 2003
- MCWD Rules, published in 1974 and as amended from time to time

These documents are summarized below:

- The Water Resources Management Plan establishes District goals and policies related to management of runoff and protection of water quality, erosion and sedimentation control, floodplain management, management of dredging projects, management of projects in protected waters, Best Management Practices, recreation and fish and wildlife, enhancement of public participation, information and education, public ditch systems, groundwater, and wetlands. It provides an assessment of problems and an implementation program. In 2006, MCWD completed a major revision of its Water Resources Management Plan (WRMP), which is part of the SWPPP. The plan was approved by the Minnesota Board of Water and Soil Resources (BWSR) in June 2007 and accepted by the Minnehaha Creek Watershed District Board in July 2007. The new plan focuses on achieving specific goals in 17 different policy areas and integrates the required programs and projects needed to achieve those goals into the plan. The plan is a guiding document for the SWPPP and for water management and will carry on until the year 2016. A summary of SWPPP goals and progress updated using the 2007 WRMP and the MPCA's Annual Report form for 2013 for MS4s are included as Table 2.1.
- The Operations and Maintenance Manual establishes inspection and maintenance procedures for District facilities including capital improvement projects and BMPs and ditches.
- The Ditch Records and Policy Considerations report includes maps and descriptions of the ditches under District authority.
- The District Rules establish requirements for permits for erosion control, storm water management, wetland protection, shoreline alteration, and others.

MCWD updated its SWPPP in 2013 in accordance with the General Storm Water Permit MN R 04000 for small MS4s. Coverage under that permit began March 17, 2014.

2.1 Summary of 2013 Goals

The goals established by MCWD are described in the SWPPP. Goals were updated with the 2007 WRMP. 2013 progress toward WRMP goals is shown in Table 2.1 below.

WRMP Goal ID->	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Abstraction	Ecological Integrity	Water Quality	Public Health	Water Quantity	Shorelines and Streambanks	Navigation	BMPs	Education and Communication	Public Ditches	Wetlands	Groundwater	Floodplain	Recreation	Erosion Control	Regulation	Public Input
2013 Project/ Program/ Initiative Completed																	
• "Weigh in on Clean Water" Initiative																	
• Adoption of Illicit Discharge and Appropriation Rule																	
• Annual MS4 Meeting																	
• Aquatic Vegetation Surveys																	
• Big Island Shoreline Restoration																	
• BMP and Development Inspections																	
• CAC Committee																	
• Curly Leaf Pondweed Study																	
• Economic Impact of AIS																	
• Enforcement of Development Rules																	
• Extensive Education and Communications programs which include education and outreach across all demographics and stakeholders providing content for print, radio, TV, internet and social media																	
• Host, Sponsor and Participate in Numerous Symposiums, Workshops, Conferences																	
• Improved Web Site Accessibility																	
• Lake Nokomis Biomanipulation																	
• LID Grants and Cynthia Krieg grants																	
• Local Partnerships with LGUs																	
• Macroinvertebrate monitoring																	
• Master Water Stewards Program																	
• Minnehaha Creek Baseflow Study																	
• Minnehaha Creek Reach 14																	
• Minnehaha Creek Reach 20 Remeander																	
• Minor Plan Amendment																	
• MS4 Education																	
• NEMO Participation																	
• New Appropriations Rule Adopted																	
• New Office Space and Technological Upgrades																	
• Open Board of Manager Meetings																	
• Participation in MIDS Development																	
• Public Education Program																	
• Six Mile Creek Diagnostic																	
• Six Mile Marsh Prairie Restoration																	
• Steiger Lake Wetland Restoration																	
• Stormwater Adaptation Study																	
• Stream Assessment- First Order Inventory																	
• Streamlining the Declaration Process																	
• The District continues to operate as a drainage authority for several ditches responding to issues as they arise																	
• TMDL Studies w/ MPCA																	
• Variance Coordination																	
• Water Quality Monitoring																	
• Watershed Heroes																	
• West Metro Water Alliance Participation																	
• Zebra Mussel Monitoring																	
• Zequanox Study																	

Table 2.1 WRMP Goals Addressed by 2013 Projects, Programs & Initiatives

2.2 Actions Taken in 2013 and Best Management Practices Implementation Progress

The District's actions are broken down by the permit-required minimum control measures in the following sections and compared to WRMP goals in table 2.1 and Appendix 1 which contains the MCWD's Year in Review which is published on their web site.

2.2.1 Public Education and Outreach – MCM No. 1

MCWD developed a strategic plan for communications in 2013 which guides how the District delivers messages to key audiences over the next two years and identifies the best ways to communicate with interested parties during the development of the District's next generation Comprehensive Management Plan which is due in 2017.

In all, MCWD participated in over 60 community events by providing speakers, booths, and/or sponsorship in 2013 and sponsored ongoing public communication through various media. Specific activities and accomplishments are summarized in the 2013 Annual Reports for the MCWD Communications and Education Programs attached as Appendices 2 and 3.

2.2.2 Public Participation and Involvement – MCM No.2

The MCWD actively facilitates public participation and involvement in a number of ways through a number of programs including its Education and Communication Programs described in Appendices 2 and 3 as well as through the programs and meetings described below:

Annual MS4 Meeting:

MCWD holds an annual meeting to discuss the BWSR annual report as well as the District's progress towards implementing its SWPPP. This annual meeting is typically held in the spring of the year, is concurrent with a regular MCWD board meeting and is noticed publicly.

Citizen Advisory Committee:

The Citizen Advisory Committee met 12 times in 2013 and along with examining numerous Cynthia Krieg grants proposals and criteria, the CAC reviewed shoreline grants and low impact development program criteria as well. AIS management was heavily discussed by the CAC in 2013.

Regular MCWD Board Meetings:

The MCWD Board of Managers held 33 regular meetings in 2013. Agendas and minutes of the public meetings are published on the MCWD web page.

2.2.3 Illicit Discharge Detection and Elimination – MCM No. 3

MCWD is the regulated NPDES Phase II MS4 for eight public drainage systems (county and/or judicial ditches) that exist in the watershed. During 2003, the available records from Hennepin and Carver Counties were compiled and converted into electronic form. This was the first step in developing policy and management strategies for the public drainage systems. The January 2003

report included a GIS database of the ditch records and policy discussion recommendations (Figure 1.1 shows the location of the ditches).

In 2013, the District adopted an “Illicit Discharge Detection and Elimination” Rule to prevent discharge of contaminants into any of the Judicial ditches the District operates. It is consistent with rules of other MS4 Cities within District boundaries. The text of the rule is available on the District’s web site.

In addition to the ordinance the District also conducts a robust program of lake and stream monitoring which aids in illicit discharge detection. The monitoring program is discussed in Section 5 of this report.

2.2.5 Construction Site Storm Water Runoff Control – MCM No. 4

The District dedicates one full-time compliance officer to coordinate an enforcement program aimed at controlling construction site erosion. In addition, there are three other full-time staff within the compliance department, and one interim contract staff member. Job responsibilities include reviewing and making decisions on Wetland Conservation Act applications, reviewing the District’s Fast Track permits, monitoring buffers and wetland mitigation sites, and managing sureties. The District also employs the use of an engineering firm to review permit applications.

In 2013, 532 permit applications were submitted, which is 56 more than were processed in 2012. In only three other years since 2000 have more permit applications been submitted. There were 729 active and post construction inspections completed in 2013. Inspections are prioritized for sites with a potential for high impacts to natural resources.

The MCWD enforcement program is aimed at controlling construction site erosion and enforcing the other six rules that require a District permit. When issues arise that cannot be resolved through inspection letters and follow-up correspondence, a stop-work order is issued and remains in effect until the non-compliant items are addressed. The stop-work order is also used when a project is started without first acquiring a permit.

When issues cannot be resolved through the compliance officer and the property owner/contractor, the violation then goes to the Violations Committee, which consists of three Board Members. The committee then recommends further compliance actions to the full Board such as site stabilization, stop-work orders, surety bonds for performance, and other requirements to bring sites into compliance with MCWD rules.

When there are recurring non-compliant issues on sites also regulated by MPCA, it is the District’s responsibility to refer the violation to the MPCA’s compliance coordinator. The MPCA handles the enforcement action based on the information the partner provides.

2.2.6 Post-Construction Storm Water Management – MCM No. 5

MCWD rules have required long-term storm water management on new land development sites since 1974. The stormwater rule requires long-term controls on storm water volume, runoff rates, and water quality impacts to downstream receiving waters. The rule incorporates post construction maintenance requirements for stormwater BMPs in the form of a declaration containing the maintenance requirements that is recorded on the property before the permit is issued.

In addition to rules, the District inspects projects post construction to ensure stormwater BMPs are constructed properly and that they are functioning. This is described in more detail in the sections above and below.

2.2.7 Pollution Prevention and Good Housekeeping – MCM No. 6

For the District, pollution prevention entails both education and support of other MS4s within our boundaries as well as inspecting and maintaining District-owned stormwater control facilities, and permitted control facilities. Education and support of MS4s is summarized in Appendix 3. Inspections of permitted stormwater facilities are discussed in section 2.2.5 above. Inspection of District-owned facilities is discussed below:

Inspection and Maintenance of District Facilities:

MCWD developed an Operations and Maintenance (O & M) Manual in November 2000. The manual covers every project completed by MCWD constructed before 2000 and describes operation and maintenance activities in general throughout the District. The plan is a guide for recommended inspections, maintenance, record keeping, and monitoring for the MCWD's capital projects and instrumented monitoring stations. It includes record drawings of constructed projects; photographs; and copies of maintenance agreements, easements, and surveys. The plan calls for 700 to 800 hours of inspection, maintenance, and reporting activity each year, including:

- Records of inspections performed including name, date, observations, and results.
- Records of repairs performed including costs.
- An annual inspections report.
- Annual plan updates.

The 2013 annual operations and maintenance report is a summary of activities and is attached as Appendix 5.

3.0 Other Related Activities

The District implements other activities that support its goals and the NPDES Phase II program. Relevant programmatic information is presented below.

3.1 Regulatory Department and Rule Making

The regulatory department responsibilities include:

- Processing development permit applications and performing inspections on active projects to ensure compliance with District rules
- Enforcement of all rules related to natural resource impacts
- Coordination with local, state, and federal regulatory agencies
- Administration of the Wetland Conservation Act (WCA)
- Providing education for cities, engineers, and contractors on water resource regulations
- Coordinating development and revision of water resource regulations
- Monitoring and inspection of stormwater BMPs for maintenance and continued effectiveness
- Inspection of wetland buffers associated with Wetland Protection rule permits for perpetual compliance
- Implementation of LID program to enhance projects effectiveness at providing treatment above regulatory requirements
- Coordination with Project Management department in acquisition of necessary permits for District projects

To that end, the regulatory department inspects projects and applies the District's unique abilities and authorities to protect water resources through its regulatory program. MCWD guidance documents dictate the process for inspections and enforcement actions; a brief summary of the sequencing is listed below.

Conduct Routine Inspections: The District routinely inspects MCWD permitted private development projects, 14 inspections per week in 2013. If an on-site issue is found during routine inspections, the inspector will first inform the contractor and/or the property owner on-site or as soon as possible. The District will inspect projects within 24 hours of receiving a complaint (during the work week).

Issue Stop-Work Orders: In accordance with the District's Enforcement rule and department policy, once an inspector identifies a potential violation, a Stop-Work Order may be issued requesting that the property owner regain compliance. If a particular disturbance/project is found to be in need of a District permit, the Stop-Work Order will also require the property owner to apply for an after-the-fact permit.

Identify Elevated Non-compliance Issues: If a property remains non-compliant, the matter will be turned over to the Compliance Officer. If the Compliance Officer finds that the issues are addressed in an acceptable timeframe, the Violations Committee and Board of Managers hear the complaint after proper notice and posting. These hearings sometimes result in the issuance of a Board Order. Following the hearing, the Board of Managers may determine that the non-compliance or violation has been corrected and rescind the Order. If it is found that the non-compliance or violation has not been corrected, the Board of Managers may extend the Order or issue a new Order.

Specific regulatory activities undertaken in 2013 are described below:

Permitting: The District received 532 permit applications. There were 32 active construction sites greater than 1 acre within District in 2013. The District issued 28 after the fact permits and 5 stop work orders in 2013.

Rules Drafted: The MCWD drafted two new rules in 2013:

- Appropriations: This rule extends the coverage of DNR regulatory requirements surrounding appropriations which currently apply only to large appropriations.
- Illicit Discharge Detection & Elimination: this rule meets the District requirements of MCM 3 under the NPDES Phase 2 Permit.

The District also worked through minor revisions to existing rules to ensure clarity and public understanding. The District plans to revise its rules again in 2014 to comply with the new General Stormwater Permit for MS4s.

3.2 Water Quantity and Quality Monitoring

MCWD has monitored lake water quality, stream flow and quality, precipitation and other hydrologic parameters annually beginning in 1968. Since 1997, the District has actively coordinated with other agencies to collect additional monitoring data. The ongoing program was expanded in 2002 and again in 2003 to include more monitoring locations and additional automatic monitoring equipment. The District staff publishes an electronic data report each year, including water quality grades for major lakes and streams. The report contains a calculation of annual runoff, flow, pollutant loads, and precipitation. The report is made available each year on the MCWD web page.

The District's Monitoring Program:

- Tracks long term lake and stream water quality trends,
- Quantifies nutrient and sediment export and watershed runoff
- Informs feasibility studies,
- Tracks efficacy of District Projects
- Provides model calibration datasets, and
- Provides the foundation for the Districts Capital Improvement Program.

The monitoring plan is described in detail in the 2013 MCWD Hydrological Data Monitoring & Research Department Annual Report available as Appendix 6 of this report.

3.4 Staffing & Staff Training

MCWD employed 25 full time staff during 2013. Table 11.1 provides a list of MCWD staff and other contacts. MCWD staff attended the following training events in 2013.

Conferences, Training and Workshops attended by MCWD staff:

MCWD staff prioritizes ongoing education and training; efforts to that end are listed below by department:

Regulatory department staff attended the following conferences/ trainings:

- BWSR Academy
- 2013 Clean Water Summit: The Essential Role of Soil through MCWD/U of M Arboretum
- Minnesota DNR Floodplain Training
- Watershed Specialist Course through the University of Minnesota
- Construction Management through U of M/MnDOT
- Design of Construction of SWPPP through U of M/MnDOT
- Erosion Control Construction Installer Certification through U of M/MnDOT

Monitoring department staff attended the following events:

- “Plain Language” workshop presented by Brian Lieb, Hennepin County Public Affairs Officer on April 9, 2013
- Safe Assure Safety Training on April 12, 2013
- Safety Training on September 13, 2013
- Water Resources Conference October 15-16, 2013
- BWSR Academy October 28 -30, 2013
- North American Lake Management Symposium in San Diego, CA October 29 - November 1, 2013)
- 2013 MAWD Annual Meeting and Tradeshow on December 6-7, 2013

Operation and maintenance department staff attended the following conferences and training and hold the following certifications:

- 6th Annual Minnesota Wetlands Conference—U of M
- Annual Fireline Safety Refresher Training—MNDNR
- Upper Midwest Stream Restoration Symposium
- Project Management Training-- Eisele & Associates
- Vegetation Monitoring Workshop—Restoring Minnesota (U of M)
- Invasive Plants in Minnesota's Forests—U of M
- BWSR Academy
- Professional in Erosion and Sediment Control (CPESC)
- MNDOT Erosion and Sediment Control Inspector/ Installer
- MNDOT Design of Construction Stormwater Pollution Prevent Plans (SWPPP)
- Wildland Firefighting
- Chainsaw Safety

Planning department staff received the following training and certifications:

- Upper Midwest Stream Symposium
- Rail-Volution Conference
- BWSR Academy
- Project Management Training

Planning staff also presented at the following conferences:

- Water Resources Conference - Reach 14 Project
- Low Impact Development Conference - Urban Corridor planning philosophy
- MAWD Conference - site contamination
- Upper Midwest Stream Symposium –Reach 20 Project

3.5 Aquatic Invasive Species Program

Zebra mussels were confirmed in Lake Minnetonka in 2010. Citizen outcry over the potential impact of the infestation and potential for it to spread to other District waters was fierce. Since then, the infestation in Lake Minnetonka has spread to several lakes in the District.

In December 2011 the Minnehaha Creek Watershed District began the Aquatic Invasive Species Program “to prevent the introduction and spread of AIS and manage existing AIS within the watershed to a level that does not significantly harm native ecosystems while still maintaining access to public water bodies.” In 2012 the Board of Managers formed the AIS Task force and Technical Advisory Committee to draft a plan for the new program and hired two program staff members. The plan was adopted in 2013 as a plan amendment and the resulting Aquatic Invasive Species Department is responsible for:

- Implementing AIS prevention activities that help reduce the spread of aquatic invasive species
- Providing early detection monitoring of AIS in MCWD waterbodies
- Implement and manage research studies to further the District’s knowledge in aquatic invasive species and water resource management
- Support academic-oriented research that complements the District’s goals

The 2013 activities of the AIS department are summarized below:

- Zebra Mussel Monitoring on Lake Minnetonka
- Common Carp Program
- Curlyleaf Pondweed Harvesting Study
- Flowering Rush Pilot Project on Lake Minnetonka
- Zebra Mussel Early Detection Monitoring
- Provided local assistance to U.S.G.S on a zebra mussel control project on Lake Minnetonka with Zequanox
- Milfoil Weevil Biocontrol Study
- AIS Economic Study
- AIS Cost-Share Program for Watercraft Inspections

Results of 2013 efforts are shown in Appendix 7.

3.6 Cost Share Program

The MCWD Cost Share Program offers grant money to public and private property owners for the installation of Stormwater Best Management Practices (BMPs), Shoreline and Streambank Stabilization projects and the replacement of failing Subsurface Sewage Treatment Systems (SSTS). Cost Share funds have also been available to local government units interested in participating in a Street Sweeping Analysis study. The program, started in 2011, is in the process of being further developed and refined as information regarding the efficacy and efficiency is gathered. Program goals are outlined in the 2013 Cost Share program work plan, and overarching District goals are also used to evaluate the program. In 2013, the District awarded 51 cost share grants to residents, businesses, community groups, congregations and others for clean-water landscaping such as raingardens, pervious pavement driveways, and natural shoreline plantings. A description of the program progress in 2013 is presented in Appendix 8.

4.0 Projects Underway or Completed in 2013

The MCWD's WRMP identifies capital improvement projects to meet the goals identified in the plan. The schedule and priority for each of these projects is listed in the plan and updated on an annual basis. Projects constructed in 2013 include:

- Reach 20 Minnehaha Creek Re-meander
- Reach 14 Minnehaha Creek Streambank Improvement Project
- Steiger Lake Wetland Restoration
- Six Mile Marsh Prairie Restoration Project
- Big Island Project—Three Rivers Park District

In addition, there are a number of projects that were in development in 2013, including:

- Long Lake Creek Corridor Improvement Project
- Taft-Legion Lake Improvement Project
- Urban corridor Planning
- Six Mile Creek Planning
- 54th Street and Arden Park Project Planning

Details on the projects listed above are presented in Appendices 5 and 9, respectively.

5.0 Studies Underway or Completed in 2013

In addition to capital improvement projects, the District undertook a number of studies in 2013; some of the larger studies are listed below and described in the attached appendices:

- Baseflow Study (Appendix 9)
- Stream Assessment and First Order Inventory (Appendix 9)
- Assisted MPCA on TMDL studies including the Minnehaha Cree-Lake Hiawatha TMDL, the Upper Minnehaha Creek Watershed TMDL and the Twin Cities Metro Area Chloride Project (Appendix 9)
- Lake Data Statistical Analysis Report (Appendix 6)
- Six Mile Creek Diagnostic (Appendix 9)
- Stormwater Adaptation Study (Appendix 3)
- Lake Nokomis Biomanipulation Project (Appendix 6)
- Zequanox Study (Appendix 7)
- Economic Impact of AIS (Appendix 7)
- Effects of Mechanical Harvesting on the Spread of Curlyleaf Pondweed (Appendix 7)

6.0 Local Water Plans

The District's 2007 Comprehensive Plan requires that local government units (LGUs) report annually to the District regarding implementation of their Local Water Management Plans. The District had limited success in receiving these reports prior to 2011. In April of 2011, the Board adopted an amendment to the District's Comprehensive Plan that provided greater specificity to the annual reporting requirements. As a part of this amendment, staff developed a reporting form for LGU's to use to simplify and streamline the process.

Reports for the 2012 calendar year were due June 30, 2013 and annual meetings were held from July to early September. This year, staff received reports from 23 of the 29 LGU's and held meetings with 18 LGU's (see summary below). The number of reports received and meetings held has increased in each of the last three years.

Staff has found these meetings to be very positive, informative, and an excellent opportunity to build relationships with city staff. Some of the main topics discussed at these meetings are:

- Upcoming projects and initiatives for both the District and LGU
- Progress towards achieving phosphorus load reduction targets in the Comprehensive Plan and TMDLs
- Municipal housekeeping activities, such as street sweeping, winter salt application, and stormwater pond inventory/maintenance
- Opportunities for partnership and collaboration on projects or programs

The following table summarizes the results of this process:

LGU	Report Submitted	Meeting
Chanhasen	Yes	Yes
Deephaven	Yes	Yes
Edina	Yes	Yes
Excelsior	Yes	Yes
Golden Valley	No	No
Greenwood	Yes	Yes
Hopkins	Yes	Yes
Independence	No	No
Laketown Twp	Yes	No
Long Lake	Yes	No
Maple Plain	No	No
Medina	Yes	No
Minneapolis	No	No
Minnetonka	Yes	Yes
Minnetonka Beach	Yes	Yes
Minnetrista	Yes	Yes
Mound	Yes	Yes
Orono	Yes	Yes
Plymouth	Yes	Yes
Richfield	Yes	Yes
Shorewood	Yes	Yes
Spring Park	Yes	No
St. Bonifacius	Yes	No
St. Louis Park	Yes	Yes
Tonka Bay	Yes	No
Victoria	No	Yes
Watertown Twp	No	No
Wayzata	Yes	Yes
Woodland	Yes	Yes

Table 7.1 Local Water Plan Status

7.0 Progress Toward Goals

The goals set forth in the MCWD NPDES Phase II permit and progress toward those goals is presented in summary form in Table 2.1. Progress in 2013 is discussed in more detail by program area in the appendices.

8.0 2013 SWPPP Recommendations

In 2013, the MCWD applied for and was granted coverage under the General Storm Water Permit Application (MN R 04000) for Small Municipal Separate Storm Sewer Systems (MS4s). So, in 2014, the MCWD will be implementing that newly approved SWPPP. Implementation of the new SWPPP will include formalization of some of the existing district Standard Operating Procedures as well as adoption of new rules, updates of District tracking of Illicit Discharges and additional staff training.

9.0 MCWD Financial Summary

The Minnehaha Creek Watershed District is funded by an ad valorem tax based on property values. The operating budget and tax levies are approved after public notice and hearing. The 2013 MCWD budget is summarized in below. A detailed budget is available for public review by contacting the MCWD office.

2013 Revenue

2013 Tax Levy – Hennepin and Carver \$7,742,000

2013 Budget

Capital Improvement Programs	\$7,531,606
Personnel - Projects/ Programs	\$1,439,674
Research and Monitoring	\$1,098,371
Grants	\$1,065,174
Operations	\$796,507
Communications/ Public Education	\$284,100
Administration	\$248,353
Regulation	\$230,000

Total 2013 Budget \$12,693,785

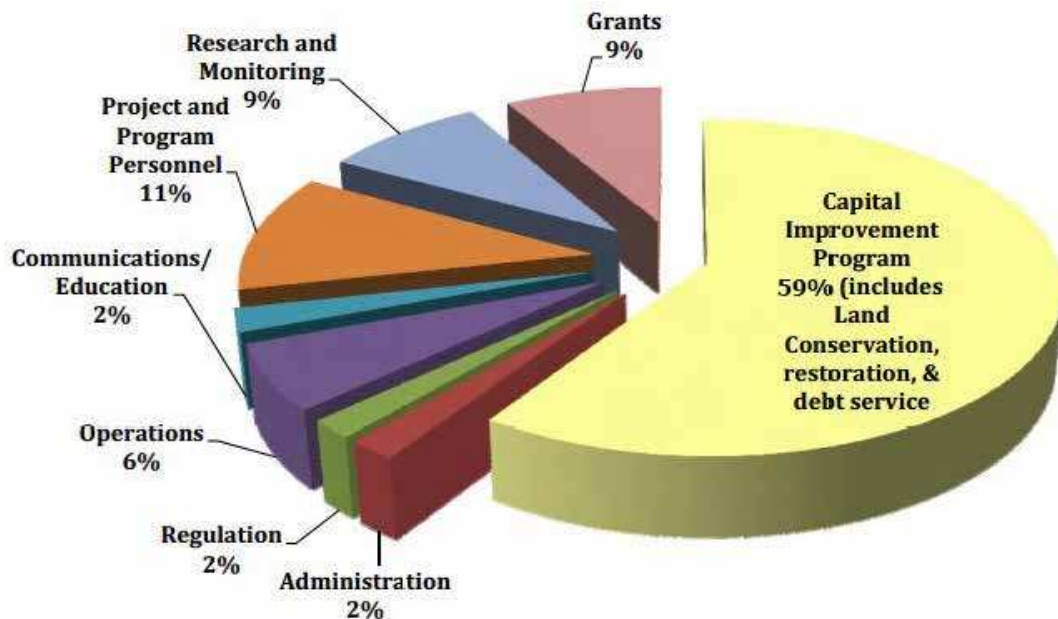


Figure 10.1. 2013 Budgeted Allocations

10.0 Additional Information

The District maintains an office for staff and meetings. The office is located in Minnetonka. The address is given below:

Minnehaha Creek Watershed District Office
15320 Minnetonka Blvd.
Minnetonka, MN 55345
Ph: 952-471-0590 Fax: 952-471-0682
Email: admin@minnehahacreek.org
www.minnehahacreek.org

The Board of Managers and staff contacts are included as Tables 11.1 and 11.2.

Manager	Term Expires	City of Residence	
Sherry Davis White, President	March 2015	Orono	
Brian Shekleton, Vice President	March 2016	St. Louis Park	
Richard Miller, Treasurer	March 2014	Edina	
Jeff Casale, Secretary	March 2015	Shorewood	
Jim Calkins	March 2016	Minnetonka	
Pamela Blixt	March 2014	Minneapolis	
Bill Olson	March 2016	Victoria	

Table 11.1. MCWD Board Contacts

	Job Title	E-mail	Phone
Planning and Land Conservation (952) 641-4531			
James Wisker	Director of Planning, Project and Land Conservation Programs	jwisker@minnehahacreek.org	(952) 641-4509
Becky Houdek	Planning Specialist	bhoudk@minnehahacreek.org	(952) 641-4512
Michael Hayman	Planning Specialist	mhayman@minnehahacreek.org	(952) 471-8226
Water Quality 952-641-4535			
Yvette Christianson	Water Quality Specialist (Streams)	ychristianson@minnehahacreek.org	(952) 641-4514
Kelly Dooley	Water Quality Specialist (Lakes)	kdooley@minnehahacreek.org	(952) 641-4515
Kailey Kreatz	Water Quality Technician	kkreatz@minnehahacreek.org	(952) 641-4501
Will Long	Water Quality Assistant	wlong@minnehahacreek.org	(952) 641-4535
Operations and Maintenance 952-641-4530			
Rena Clark	Projects Manager	rclark@minnehahacreek.org	(952) 641-4510
Tiffany Forner	Natural Resource Technician	tforner@minnehahacreek.org	(952) 641-4513
Regulatory 952-641-4532			
Chris Meehan	Interim Regulatory Program Manager	cmeehan@minnehahacreek.org	(952) 641-4506
Brandon Wisner	District Technician / Compliance Officer	bwisner@minnehahacreek.org	(952) 641-4505
Tom Dietrich	District Representative	tdietrich@minnehahacreek.org	(952) 641-4518
Theresa Zerby	Regulatory Clerk	tzerby@minnehahacreek.org	(952) 641-4519
Amanda Bednar	District Representative	abednar@minnehahacreek.org	(952) 641-4581
Aquatic Invasive Species			
Craig Dawson	AIS Director	cdawson@minnehahacreek.org	(952) 471-8306
Eric Fieldseth	AIS Specialist	efieldseth@minnehahacreek.org	(952) 471-7873
Administration 952-641-4536			
Eric Evenson-Marden	District Administrator	eevenson@minnehahacreek.org	(952) 641-4521
David Mandt	Director of Operations and Programs	dmandt@minnehahacreek.org	(952) 641-4503
Chris Lizée	Receptionist / Clerical Support	clizee@minnehahacreek.org	(952) 641-4500
Debora Smith	Office Manager	dsmith@minnehahacreek.org	(952) 641-4502
Jen Scharlow	Office Administrator	jscharlow@minnehahacreek.org	(952) 641-4500
Education 952-641-4533			
Leslie Yetka	Education Manager	lyetka@minnehahacreek.org	(952) 641-4524
Mollie Thompson	Education Specialist	mthompson@minnehahacreek.org	(952) 641-4507
Brett Eidem	Cost Share Specialist	beidem@minnehahacreek.org	(952) 641-4523
Communications 952-641-4533			
Telly Mamayek	Communications Director	tmamayek@minnehahacreek.org	(952) 641-4508
Trevor Born	Communications Specialist	tborn@minnehahacreek.org	(952) 641-4520

Table 11.2 MCWD Staff Contacts

The District also retains consultants for services. The District Engineer and District Counsel are listed below:

District Engineer
Mike Panzer, PE, PG
Wenck Associates, Inc.
1800 Pioneer Creek Center
Maple Plain, Minnesota 55359
763-479-4207
mike.panzer@wenck.com

MCWD Counsel
Louis Smith
Chuck Holtman
Smith Partners, PLLP
123 North 3rd Street, Suite 808
Minneapolis, Minnesota 55401
612-344-1400
smith@smithpartners.com
holtman@smithpartners.com

11.0 Acronyms, Abbreviations and Definitions

Acronyms, abbreviations, and definitions for this report are shown below:

Table 12.1. Acronyms, Abbreviations, and Definitions

AIS	Aquatic invasive species
annual report	Yearly report required under NPDES Rules or Minnesota Statutes Chapter 103D.351
ASCE	American Society of Civil Engineers
BM P(s)	Best Management Practices
Board of Managers	Seven managers appointed to the MCWD Board under Minnesota Statutes Chapter 103D.311
BWSR	Minnesota Board of Soil and Water Resources
CAC	Citizens Advisory Committee
county ditch	Drainage system established under Minnesota Statutes Chapter 103E, located in a single county
Ditch Records	Available documents describing the location, construction, easements and benefited properties associated with a public drainage system
ditches	Drainage systems established under Minnesota Statutes Chapter 103E
FEMA	Federal Emergency Management Agency
GIS	Geographic information system
HHPLS	Hydrologic, Hydraulic and Pollutant Load Study
judicial ditch	Drainage system established under Minnesota Statutes Chapter 103E, located in more than one county
LID	Low Impact Development
MAWD	Minnesota Association of Watershed Districts
MCWD	Minnehaha Creek Watershed District
MECA	Minnesota Erosion Control Association
MPCA	Minnesota Pollution Control Agency
MS4s	Municipal Separate Storm Sewer Systems
NEMO	Non-point Source Pollution Education for Municipal Official
NPDES	National Pollutant Discharge Elimination System
NSF	National Science Foundation
O & M	Operations and Maintenance
Phase II MS4s	MS4s regulated by NPDES Phase II Rules
public drainage system	Drainage system established under Minnesota Statutes Chapter 103E
Rule B	MCWD Rule for Erosion Control
Rule D	MCWD Rule for Wetland Protection
Rule F	MCWD Rule for Shoreline and Stream bank Improvement
Rule N	MCWD Rule for Storm water Management for Land Development Projects
SWPPP	Storm Water Pollution Prevention Program
TAC	Technical Advisory Committee

USEPA	United States Environmental Protection Agency
Watershed District	Special district established under Minnesota Statutes Chapter 103D
WCA	Wetland Conservation Act
WRM P	Water Resources Management Plan
XPSWMM	Proprietary version of the USEPA Storm and Waste Water Management Model



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 Annual Report for 2013

Municipal Separate Storm Sewer Systems (MS4s)

Reporting period January 1, 2013 to December 31, 2013

Due June 30, 2014

Doc Type: Permitting Annual Report

Instructions: By completing this mandatory MS4 Annual Report form, you are providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices (BMPs) and progress towards achieving your identified measurable goals for each of the minimum control measures as required by the MS4 Permit (permit). If a permittee determines that program status or compliance with the permit can not be adequately reflected within the structure of this form additional explanation and/or information may be referenced in an attachment. This form has limitations and provides only a snap shot of your compliance with the conditions in the permit. After reviewing the information, MPCA staff may need to contact the permittee to clarify or seek additional information.

Submittal: This MS4 Annual Report must be submitted electronically to the MPCA using the submit button at the end of the form, from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields (these fields also have a red border), and must be completed before the form will send. A manual confirmation e-mail will be sent in response to electronic submissions. If you do not receive an e-mail confirmation within two business days, please contact the program staff below. (If the submit button does work for you, you can save a copy of the form to a location on your computer where you will easily be able to retrieve it. You will then have to attach the form separately to an e-mail once you are within your Internet mail.)

If you have further questions, please contact one of these MPCA staff members (toll-free 800-657-3864):

- | | | |
|---------------------|--------------|--|
| • Scott Fox | 651-757-2368 | scott.fox@state.mn.us |
| • Claudia Hochstein | 651-757-2881 | claudia.hochstein@state.mn.us |
| • Cole Landgraf | 651-757-2880 | cole.landgraf@state.mn.us |
| • Dan Miller | 651-757-2246 | daniel.miller@state.mn.us |
| • Rachel Stangl | 651-757-2879 | rachel.stangl@state.mn.us |

General Contact Information (*Required fields)

*Name of MS4: _____ *Contact name: _____

*Mailing address: _____

*City: _____ *State: _____ *Zip code: _____

*Phone (including area code): _____ *E-mail: _____

Minimum Control Measure 1: Public Education and Outreach [V.G.1] (*Required fields)

- A. The permit requires each permittee to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and steps that the public can take to reduce pollutants in stormwater runoff. [Part V.G.1.a]

Note: Indicate which of the following distribution methods you used. Indicate the number distributed in the spaces provided (enter "0" if the method was not used or "NA" if the data does not exist):

Media type	Number of media	Number of times published	Circulation/ Audience
<i>Example: Brochures:</i>	<i>3 different brochures</i>	<i>published 5 times</i>	<i>about 10,000</i>
Brochures:			
Newsletter:			
Posters:			
Newspaper articles:			
Utility bill inserts:			
Radio ads:			
Television ads:			
Cable Access Channel:			
Other:			
Other:			
Other:			

- B. *Do you use a website as a tool to distribute stormwater educational materials? ☐ Yes ☐ No
What is the URL: _____
- C. If you answered yes in question B. above, do you track hits to the site? ☐ Yes ☐ No
How many hits were to the stormwater page?: _____
- D. *Did you hold stormwater related events, presentations to schools or other such activities? ☐ Yes ☐ No
If yes, describe: _____
- E. *Have specific messages been developed and distributed during this reporting year for Minimum Control Measure (MCM):
MCM 1: ☐ Yes ☐ No MCM 4: ☐ Yes ☐ No
MCM 2: ☐ Yes ☐ No MCM 5: ☐ Yes ☐ No
MCM 3: ☐ Yes ☐ No MCM 6: ☐ Yes ☐ No
- F. *Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc., to assist you in fulfilling the requirements for MCM 1? ☐ Yes ☐ No
- G. List those entities with which you have partnered to meet the requirements of this MCM and describe the nature of the agreement(s). Attach a separate sheet if necessary: _____
- H. *Have you developed methods to assess the effectiveness of your public education/outreach program? ☐ Yes ☐ No
If yes, describe: _____

Minimum Control Measure 2: Public Participation/Involvement [V.G.2] (*Required fields)

- A. The permit requires you to hold at least one public meeting per year addressing the Stormwater Pollution Prevention Program. You must hold the public meeting prior to submittal to the Commissioner of the annual report. [Part V.G.1.e.]
- B. *Did you hold a public meeting to present accomplishments and to discuss your Stormwater Pollution Prevention Program (SWPPP)? ☐ Yes ☐ No
If no, explain: _____
- C. *What was the date of the public meeting: _____
- D. *How many citizens attended specifically for stormwater (excluding board/council members and staff/hired consultants)? _____
- E. *Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function (City Council meeting, other public event, etc.)? ☐ Stand-alone ☐ Combined
- F. *Each permittee must solicit and consider input from the public prior to submittal of the annual report. Did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3] ☐ Yes ☐ No
- G. *Have you revised your SWPPP in response to written or oral comments received from the public since the last annual reporting cycle? [Part V.G.2.c] ☐ Yes ☐ No
If yes, describe. Attach a separate sheet if necessary: _____

Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3] (*Required fields)

The permit requires permittees to develop, implement, and enforce a program to detect and eliminate illicit discharges as defined in 40 CFR 122.26(b)(2). You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. *Did you update your storm sewer system map? ☐ Yes ☐ No

If yes, please explain which components (ponds, pipes, outfalls, waterbodies, etc.) were updated/added:

Note: The storm sewer system map was to be completed by June 30, 2008. [Part V.G.3.a]

- B. *Have you modified the format in which the map is available? ☐ Yes ☐ No

- C. If yes, indicate the new format: ☐ Hardcopy only ☐ GIS system ☐ CAD

☐ Other system: _____

- D. *Did you inspect for illicit discharges during the reporting year? ☐ Yes ☐ No

- E. If you answered yes in question D. above, did you identify any illicit discharges? ☐ Yes ☐ No

- F. If you answered yes in question E. above, how many illicit discharges were detected during the reporting period? _____

- G. If you answered yes in question E. above, did the illicit discharge result in an enforcement action? ☐ Yes ☐ No

If yes, what type of enforcement action(s) was taken (check all that apply):

☐ Verbal warning ☐ Notice of violation ☐ Fines ☐ Criminal action ☐ Civil penalties

☐ Other (describe): _____

Minimum Control Measure 4: Construction Site Stormwater Runoff [V.G.4] (*Required fields)

The permit requires that each permittee develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb one or more acres. [Part V.G.4.]

- A. The permit requires an erosion and sediment control ordinance or regulatory mechanism that must include sanctions to ensure compliance and contains enforcement mechanisms [Part V.G.4.a]. Indicate which of the following enforcement mechanisms are contained in your ordinance or regulatory mechanism and the number of actions taken for each mechanism used during the reporting period (enter "0" if the method was not used or "NA" if the data does not exist).
Check all that apply.

Enforcement mechanism	Number of actions
<input type="checkbox"/> Verbal warnings	#
<input type="checkbox"/> Notice of violation	#
<input type="checkbox"/> Administrative orders	#
<input type="checkbox"/> Stop-work orders	#
<input type="checkbox"/> Fines	#
<input type="checkbox"/> Forfeit of security of bond money	#
<input type="checkbox"/> Withholding of certificate of occupancy	#
<input type="checkbox"/> Criminal actions	#
<input type="checkbox"/> Civil penalties	#
<input type="checkbox"/> Other:	#

- B. *Have you developed written procedures for site inspections? ☐ Yes ☐ No

- C. *Have you developed written procedures for site enforcement? ☐ Yes ☐ No

- D. *Identify the number of active construction sites greater than an acre in your jurisdiction during the 2013 calendar year: _____
- E. *On average, how frequently are construction sites inspected (e.g., weekly, monthly, etc.)? _____
- F. *How many inspectors, at any time, did you have available to verify erosion and sediment control compliance at construction sites during the reporting period? _____

Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5] (*Required fields)

The permit requires each permittee to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb an area 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 discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

Note: The MS4 permit requirements associated with this minimum control measure were required to be fully developed and implemented by June 30, 2008.

- A. *Have you established design standards for stormwater treatment BMPs installed as a result of post-construction requirements? ☐ Yes ☐ No
- B. *Have you developed procedures for site plan review which incorporate consideration of water quality impacts? ☐ Yes ☐ No
- C. *How many projects have you reviewed during the reporting period to ensure adequate long-term operation and maintenance of permanent stormwater treatment BMPs installed as a result of post-construction requirements? [Part V.G.5.b. and Part V.G.5.c]. _____
- D. *Do plan reviewers use a checklist when reviewing plans? ☐ Yes ☐ No
- E. *How are you funding the long-term operation and maintenance of your stormwater management system? (Check all that apply)
- ☐ Grants ☐ Stormwater utility fee ☐ Taxes
- ☐ Other: _____

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6] (*Required fields)

The permit requires each permittee to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A. *The permit requires each permittee to inspect annually all structural pollution control devices, such as trap manholes, grit chambers, sumps, floatable skimmers and traps, separators, and other small settling or filtering devices [Part V.G.6.b.2]
- B. *Did you inspect all structural pollution control devices during the reporting period? ☐ Yes ☐ No
- C. *Have you developed an alternate inspection frequency for any structural pollution control devices? [V.G.6.b.7)] ☐ Yes ☐ No

**Indicate the total number of structural pollution control devices for which you have developed and alternative inspection frequency:* _____

- D. *Indicate the total number of structural pollution control devices (for example-grit chambers, sumps, floatable skimmers, etc.) within your MS4, the total number that were inspected during the reporting period, and calculate the percent inspected. Enter "0" if your MS4 does not contain structural pollution control devices or none were inspected. Enter "NA" if the data does not exist:

	*Total number	*Number inspected	*Percentage
*Structural pollution control devices:			

- E. *Did you repair, replace, or maintain any structural pollution control devices? ☐ Yes ☐ No

- F. *For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected and the percent inspected during the reporting period. Enter "0" if your MS4 does not contain BMPs or none were inspected. Enter "NA" if the data does not exist:

Structure/Facility type	*Total number	*Number inspected	*Percentage
*Outfalls to receiving waters:			
*Sediment basins/ponds:			
*Total			

- G. Of the BMPs inspected in F.. above, did you include any privately owned BMPs in that number? ☐ Yes ☐ No

H. If yes in G.. above, how many: _____

Section 7: Impaired Waters Review (*Required fields)

The permit requires any permittee whose MS4 discharges to a Water of the State, which appears on the current U. S. Environmental Protection Agency (EPA) approved list of impaired waters under Section 303(d) of the Clean Water Act, review whether changes to the SWPPP may be warranted to reduce the impact of your discharge [Part IV.D].

- A. *Does your MS4 discharge to any waters listed as impaired on the state 303 (d) list? ☐ Yes ☐ No
- B. *Have you modified your SWPPP in response to an approved Total Maximum Daily Load (TMDL)? ☐ Yes ☐ No

If yes, indicate for which TMDL: _____

Section 8: Additional SWPPP Issues (*Required fields)

- A. *Did you make a change to any BMPs or measurable goals in your SWPPP since your last report? [Part VI.D.3.] ☐ Yes ☐ No

- B. If yes, briefly list the BMPs or any measurable goals using their unique SWPPP identification numbers that were modified in your SWPPP, and why they were modified: (*Attach a separate sheet if necessary*)

- C. *Did you rely on any other entities (MS4 permittees, consultants, or contractors) to implement any portion of your SWPPP? [Part VI.D.4.] ☐ Yes ☐ No

If yes, please identify them and list activities they assisted with:

Owner or Operator Certification (*Required fields)

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).

- ☐ *Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly 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).

*Name of certifying official: _____

*Title: _____ *Date: _____
(mm/dd/yyyy)