



ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY



1110 West Washington Street Phoenix, Arizona 85007
(602) 771-2300 www.azdeq.gov

Small MS4 Annual Report

ID #: AZSM65776

MS4 Name: CITY OF FLAGSTAFF MS4

Reporting Period: 01-Jul-2019 To 30-Jun-2020

Main Office

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Southern Regional Office

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Annual Report Summary

Company Information

Name : FLAGSTAFF UTILITIES DIVISION
 211 W ASPEN AVE
 FLAGSTAFF
 AZ , 86001

Question: During this reporting period, was additional land annexed into the regulated MS4 area?

Answer: No

Question: Is stormwater sewer mapping 100 percent complete?

Answer: Yes

Provide the description of the measurable goal:

Question: Is outfall mapping 100 percent complete?

Answer: Yes

Number of outfalls mapped: 73

Provide the description of the measurable goal:

Question: Is identification of receiving waters information 100 percent complete?

Answer: Yes

Provide the description of the measurable goal:

Question: Has an Illicit Discharge Detection and Elimination (IDDE) enforcement authority or other regulatory mechanism been established?

Answer: Yes

Name	Title/Code/Citation	Effective Date	Inactive Date
City Code	Title 12-03	12/04/2018	

Question: Has a Construction Site Stormwater Runoff enforcement authority or other regulatory mechanism been established?

Answer: Yes

Name	Title/Code/Citation	Effective Date	Inactive Date

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Flagstaff Stormwater Management Plan	OK by Chris Henninger	05/21/2019	
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Question: Has a Post-Construction Stormwater Management enforcement authority or other regulatory mechanism been established?

Answer: Yes

Name	Title/Code/Citation	Effective Date	Inactive Date
Low Impact Development	Future	05/21/2019	

Question: For each BMP in the Minimum Control Measure 1: Public Education and Outreach, what was completed during this reporting period?

Answer:

BMP Name: Construction Video

Category: Video

Personnel Position/Department: Water Services

BMP Description :

Video outreach to explain how construction activities can negatively impact the Rio de Flag. Available on City Web page, You Tube and Facebook Page

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 07/10/2018

Targeted End Date: 09/29/2021

Targeted Audience: Construction and Contractors **Frequency:** 1 Daily

Milestone Description:

Count Youtube and Facebook visits

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 07/03/2018

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Posted and tracking views on City of Flagstaff web page, YouTube channel and Facebook page.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

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Milestone Description:

Planning to prepare a video highlighting trash plugging up drain channels

BMP Name: Outreach Special Event

Category: Special Event

Personnel Position/Department: Water Services

BMP Description :

Outreach at Home Show, workshop or public event

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2016

Targeted End Date: 09/29/2021

Targeted Audience: Residents, **Frequency:** 1 Annually
Homeowners,
Special Interest

Milestone Description:

Count events and participation

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 04/06/2019

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Presentation on the watersheds of Flagstaff on September 5, 2019 at the Montoya Center, 245 Thorpe Rd.

<https://friendsoftheriodeflag.org/2019/08/21/a-quick-tour-of-the-watersheds-of-flagstaff-with-ed-schenk-project-manager-of-flagstaffs-stormwater-team/>

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Milestones are dependent upon COVID

BMP Name: Cityscape Articles

Category: Article

Personnel Position/Department: Water Services

BMP Description :

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Staff will publish articles in the City's Cityscape, a triannual publication sent to all City residents.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Targeted Audience: Residents **Frequency:** 1 Two times per year

Milestone Description:

Provide annual record of articles published.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 05/15/2019

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Provided articles in the Summer 2019, Fall 2019 and Winter 2020 issues of CityScape, an publication that goes to all Flagstaff residents.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Continue providing articles for future issues of CityScape.

BMP Name: Local PSAs

Category: Local PSAs

Personnel Position/Department: Water Services Stormwater Section/Regulatory Compliance Section

BMP Description :

Air PSAs on local radio

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Targeted Audience: Residents **Frequency:** 1 Monthly

Milestone Description:

Track number of ads

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Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 04/24/2017

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Approximately 10 PSAs went out on local radio stations.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: Yes

Milestone Description:

BMP Name: Oil Video

Category: Video

Personnel Position/Department: Water Services

BMP Description :

Video outreach to explain how motor oil can negatively impact the Rio de Flag. Available on City Web page, You Tube and Facebook Page

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 06/01/2017

Targeted End Date: 09/29/2021

Targeted Audience: Residential Auto Repair **Frequency:** 1 Daily

Milestone Description:

Track number of views on Facebook, Youtube.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 06/27/2017

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Posted and tracking views on City of Flagstaff web page, YouTube channel and Facebook page.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: Yes

Milestone Description:

BMP Name: Pet Waste Video

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Category: Video

Personnel Position/Department: Water Services

BMP Description :

Video outreach to explain how pet wastes can negatively impact the Rio de Flag. Available on City Web page, You Tube and Facebook Page

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 07/04/2017

Targeted End Date: 09/29/2021

Targeted Audience: Pet owners **Frequency:** 1 Daily

Milestone Description:

Track number of views on Facebook and Youtube

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 07/11/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Posted and tracking views on City of Flagstaff web page, YouTube channel and Facebook page.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: Yes

Milestone Description:

BMP Name: Webpage

Category: Webpage

Personnel Position/Department: Water Services

BMP Description :

Post information on webpage

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2016

Targeted End Date: 09/29/2021

Targeted Audience: Residents,
Contractors,
Homeowners **Frequency:** 1 Daily

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Milestone Description:

Public comments on webpage

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 07/01/2018

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Effectiveness is based on webpage visits and responses from residents.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Continue updating webpage with relevant material

Question: Minimum Control Measure 1: Public Education and Outreach, Did the program implement any additional BMPs during this reporting period?

Answer:

Did the program implement any additional BMPs during this reporting period? Yes

BMP Name: Storm Drain Placards

Provide a description of the BMP, include reason(s) for implementing the BMP, its effectiveness, frequency, and goal:

Placards were attached near storm drains in downtown Flagstaff to alert and educate people that rain flows to the river.

Will this BMP be used for future reporting periods? No

Provide a narrative as to why the BMP will not be continued:

This was a one time event funded by the Sierra Club

Provide a summary of compliance with the requirements for Minimum Control Measure1.

The majority of the public education and outreach was online due to COVID restrictions. No additional BMPs were implemented.

Question: For each BMP in the Minimum Control Measure 2: Public Involvement and Participation, what was completed during this reporting period?

Answer:

BMP Name: Volunteer Stream Cleanups

Category: Public Participation

Personnel Position/Department: Water Services Stormwater Section and Sustainability Section

BMP Description :

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Quarterly stream cleanup and trash removal

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2016

Targeted End Date: 09/29/2021

Frequency: 1 Quarterly

Milestone Description:

Notices published in Cityscape. Volunteer signup sheet.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 10/19/2019

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Stream cleanup event for the Rio de Flag

http://www.jackcentral.org/news/stream-cleanup-event-lessens-litter/article_4769e882-4645-5693-82c0-67786456a659.html

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Activities will be dependent upon COVID

BMP Name: Make a Difference Day

Category: Public Participation

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

Every year in October or September - Stream Cleanup or restoration.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2016

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Published in Cityscape

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Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 10/20/2018

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Event on October 19, 2019 held at the Murdoch Center in Flagstaff.

<https://www.flagstaff.az.gov/3481/Make-a-Difference-Day>

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Make a Difference Day for next reporting period will depend on COVID.

BMP Name: Water Commission Meetings

Category: Public Participation

Personnel Position/Department: Water Services

BMP Description :

Public Forum for disseminating information to the public thru monthly Water Commission meetings.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Monthly

Milestone Description:

Monthly meetings to provide information on MS4 and stormwater related issues and rules.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 07/01/2018

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Water Commission meetings help until March, 2020. The April and May, 2020 meetings were cancelled due to COVID restrictions. The meetings resumed in June, 2020 in a virtual TEAMS format.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

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BMP Name: Public Meetings for Stream Restoration

Category: Public Involvement

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

Public Notice for Stream Restoration projects. Hold public meeting

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2016

Targeted End Date: 09/29/2021

Frequency: 1 Quarterly

Milestone Description:

Attendance at Public meeting

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 05/05/2019

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.
Event on October 19, 2019

http://www.jackcentral.org/news/stream-cleanup-event-lessens-litter/article_4769e882-4645-5693-82c0-67786456a659.html

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Dependent upon COVID

BMP Name: Public comment on SWMP

Category: Public Involvement

Personnel Position/Department: Water Services

BMP Description :

Post NOI and SWMP on City Water Services websit for public comment

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017
Targeted End Date: 09/29/2021
Frequency: 1 One time event

Milestone Description:

Post NOI and SWMP on the City web page to solicit public comments

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Plan was posted on the City webpage for comments. None were received.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

No change. Plan will be posted on the City web page for comments.

BMP Name: Flagstaff Area Stream Team

Category: Public Involvement

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

Liaison with Friends of Rio de Flag, Stream Cleanup, Stream Restoration.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 09/30/2016

Targeted End Date: 09/29/2021

Frequency: 2 Quarterly

Milestone Description:

Meeting minutes for meetings and events

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 09/30/2016

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

There were six events with the Flagstaff Area Stream Team. The events were published on the FAST web site as listed

<https://friendsoftheriodeflag.org/calendar/>

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Future milestones depend on COVID

Question: For Minimum Control Measure 2: Public Involvement and Participation, Did the program implement any additional BMPs during this reporting period?

Answer:

Did the program implement any additional BMPs during this reporting period? No

Provide a summary of compliance with the requirements for Minimum Control Measure2.

Despite the COVID pandemic, Flagstaff Water Services was able to involve the Public in many events.

Question: For each BMP in the Minimum Control Measure 3: Illicit Discharge Detection and Elimination Program, what was completed during this reporting period?

Answer:

BMP Name: Implement IDDE Program

Category: Implement IDDE Program

Personnel Position/Department: Water Services

BMP Description :

City staff will establish a direct phone line to the Stormwater Section for receipt of input from the public, 24 hours a day.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Receive and investigate complaints concerning illicit discharges and dumping and record the resolution of complaints and concerns in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Date:

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Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Inspected 7 complaints received from the public. All we inspected and eventually closed.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

City staff will continue to follow up on complaints and investigate incidents of IDDE.

BMP Name: Dry Weather Screening

Category: Dry Weather Screening

Personnel Position/Department: Water Services

BMP Description :

A minimum of 20% of outfalls will be inspected on an annual basis. 100% of outfalls will be inspected within the 5 year permit term.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Results and locations of outfall inspections will be recorded in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Conducted 18 dry weather outfall inspections, which is in excess of the required 20% of outfalls. No illicit discharge detected.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Conduct inspection of at least 20% of outfalls.

BMP Name: Written IDDE Procedures

Category: Written IDDE Procedures

Personnel Position/Department: Water Services

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BMP Description :

The City will continue to update and modify current IDDE procedures as needed.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Updated IDDE procedures will be included with the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 07/01/2018

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

No changes were required to the procedures.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Modify procedures as needed.

BMP Name: Outfall Inventory

Category: Outfall Inventory

Personnel Position/Department: Water Services

BMP Description :

The City will continue to update and revise the outfall inventory as needed.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Outfall inspections and locations will be recorded in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

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Actual BMP Start 03/29/2017

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

No new outfalls were added to the inventory in the reporting period.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

New outfalls will be added as they are created into the inventory.

BMP Name: Staff Training

Category: Staff Training

Personnel Position/Department: Water Services

BMP Description :

The City will continue to train employees in the detection, collection, and identification of illicit discharges. Training will specifically target staff that regularly drive on City streets

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Record attendance and content of training in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start 03/29/2017

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Test

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Test

BMP Name: Wet Weather Monitoring

Category: Wet Weather Monitoring

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Personnel Position/Department: Water Services

BMP Description :

Identify five outfalls for wet weather visual monitoring. The City will identify outfalls to be easily accessible by staff during normal business hours.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Two monitoring events will be conducted during each wet season (Summer and Winter). Results of monitoring events will be recorded in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

The City only conducted one of the summer and one of the winter monitoring events due to the unusually dry conditions. Winter events are difficult due to no flow conditions until several days after a snowfall event.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Winter wet weather events are difficult to document since there is typically no flow after a snowfall event.

Question: For Minimum Control Measure 3: Illicit Discharge Detection and Elimination Program, Did the program implement any additional BMPs during this reporting period?

Answer:

Did the program implement any additional BMPs during this reporting period? No

Provide a summary of compliance with the requirements for Minimum Control Measure3.

The City completed inspections of illicit discharges and worked with responsible parties to correct.

Question: Were staff trained in IDDE Awareness and Response?

Answer:

Yes

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Sr.No.	Date of Training Event	Training Subject	Number of Employees Trained	Frequency of Training
1	09/05/2019	IDDE and MS4	13	Annually
2	09/04/2019	IDDE and MS4	33	Annually

Question: Minimum Control Measure 1: Illicit Discharge Detection and Elimination Program, Provide the details of the Illicit Discharge Detection and Elimination (IDDE) incidents that occurred during this reporting period.

Answer:

Number of IDDE incidents reported in this reporting period: 9

Number of IDDE incidents responded to in this reporting period: 9

Sr.No.	Enforcement Actions	Enforcements Issued	Enforcements Resolved	Enforcements Unresolved
1	NOV	0	0	0
2	NOC	0	0	0
3	Stop Work	0	0	0
4	Admin Order	0	0	0
5	Admin Fines	0	0	0
6	Civil Penalties	0	0	0
7	Criminal Action	0	0	0
	Total	0	0	0

Question: Were there any unpermitted discharges to the MS4?

Answer: No

Question: Were any samples collected to characterize illicit discharge(s) in this reporting period?

Answer: No

Number of Illicit Discharges Sampled are: None to collect

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Question: For each BMP in the Minimum Control Measure 4: Construction Activity Stormwater Runoff Control, what was completed during this reporting period?

Answer:

BMP Name: Construction Operator Training

Category: Construction Operator Training

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

Continue to develop technical guidance materials and training for the design and maintenance of erosion and sediment control measures as well as other strategies to address construction site wastes.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

City staff will continue to update as needed and record any changes in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Existing targets have been adequate for maintenance and or Erosion and sediment control.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

City will continue to make any needed modifications to assure erosion and sediment controls are adequate.

BMP Name: Control Wastes

Category: Control Wastes

Personnel Position/Department: Water Services

BMP Description :

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Wastes at construction sites will be controlled with a combination of the Construction General Permit, Hazardous Products Center at the Cinder Lake Landfill, and existing ordinances in City Code. Flagstaff City Code requires each construction project to obtain coverage under the CGP prior to construction. Additionally, we have a Hazardous Products Center (HPC) at the Cinder Lake Landfill that accepts materials, such as paints, fertilizers and chemicals. Existing City Code prohibits the following:

- A. Illicit discharges to the MS4 or waters of the United States;
- B. Any discharge that is a source of pollutants to the MS4 or waters of the United States;
- C. Any discharge that contributes a pollutant to stormwater within the City;
- D. Any discharge that contributes to a violation of the City's municipal stormwater permit; discharges to the about not contributing pollutants to the MS4.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 One time event

Milestone Description:

City staff will continue to update as needed and record any changes in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 09/30/2016

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

A CGP is still required for all new construction permits. The Hazardous Products Center continues to be a valuable resource to keep contaminants and pollutants from making their way to storm sewer as an illicit discharge.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

City will continue to monitor and make changes as necessary.

BMP Name: Inspections

Category: Inspections

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

City will conduct construction site inspections during the construction phase. The last step of the building process requires a certificate of occupancy which is issued by the Stormwater Section. Construction inspections are conducted for each project and are required prior to final issuance of the Certificate of Occupancy.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Daily

Milestone Description:

Inspections will tracked, recorded and reported annually.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

The following inspections were completed by staff:

- Number of Construction inspections -915
- Number of C of Os issued - 38
- Corrective actions issued (Warning letters, NOVs, Admin Orders - 8
- Site plans review - 50

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

City staff will continue to inspect all new construction during all phases of the construction.

BMP Name: Erosion/Sediment Control

Category: Erosion/ Sediment Control

Personnel Position/Department: Water Services

BMP Description :

The City will develop an ordinance that requires sediment and erosion control practices.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

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Targeted End Date: 09/29/2021
Frequency: 1 One time event

Milestone Description:

Progress toward an ordinance and any ordinance developed to meet this goal will be recorded in the annual report.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 09/30/2016

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Ordinance is in effect and continues to be in effect.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Ordinance will continue

BMP Name: Site Plan Review

Category: Site Plan Review

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

The Stormwater Section has dedicated stormwater project managers and written procedures for steps to be conducted for site plan review. Stormwater project managers review new plans specifically for stormwater criteria. These include the required items listed in the Phase 2 MS4 general permit: a review by the permittee of the site design; the planned operations at the location of the construction activity; planned stormwater controls during the construction phase; and the planned controls to be used to manage runoff created after development.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Daily

Milestone Description:

Site plans are reviewed by stormwater project managers prior to issuance of a building permit. Each site is reviewed prior to any construction site inspection. Any changes will be noted in the annual report.

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Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Site plans are reviewed by stormwater project managers prior to issuance of a building permit. Each site is reviewed prior to any construction site inspection.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Will make any changes as necessary.

Question: For Minimum Control Measure 4: Construction Activity Stormwater Runoff Control, Did the program implement any additional BMPs during this reporting period?

Answer:

Did the program implement any additional BMPs during this reporting period? No

Provide a summary of compliance with the requirements for Minimum Control Measure4.

The city does a complete job of conducting inspections at all construction sites. Enforcement is conducted as needed, but the stormwater inspector does a complete job of educating the construction industry.

Question: Were any construction activity operator training events conducted?

Answer:

No

Why weren't training events conducted?

Construction training is conducted by the inspector while in the field. Every construction site is inspected in the City.

Question: Minimum Control Measure 4: Construction Activity Stormwater Runoff Control, Provide the details of the construction activity complaints and inspections that were conducted during this reporting period.

Answer:

Number of active construction sites in this reporting period: 77

Has an inspection frequency been developed and implemented? YES

Number of active construction sites inspected at least weekly: 77

Number of active construction sites inspected at least one time every six months: 77

Number of active construction sites inspected at least monthly: 77

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Number of active construction sites inspected at least annually: 77

Number of construction activity complaints that were resolved or responded to: 9

Number of active construction sites not inspected: 0

Number of construction activity complaints received in this reporting period: 9

Number of active construction sites that required re-inspections in this reporting period: 77

Sr.No.	Enforcement Actions	Enforcements Issued	Enforcements Resolved	Enforcements Unresolved
1	NOV	0	0	0
2	NOC	8	8	0
3	Stop Work	0	0	0
4	Admin Order	0	0	0
5	Admin Fines	0	0	0
6	Civil Penalties	0	0	0
7	Criminal Action	0	0	0
	Total	8	8	0

Question: For each BMP in the Minimum Control Measure 5: Post-Construction Stormwater Management in New Development and Redevelopment, what was completed during this reporting period?

Answer:

BMP Name: O&M Procedures

Category: O&M Procedures

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

The City has a hotline to report maintenance issues for LID. City staff will conduct inspections based on complaint response. The majority of LID are privately owned and maintained by the property owners.

Is another government entity responsible for this BMP ? No

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Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 One time event

Milestone Description:

City staff will conduct inspections as needed to maintain LID structures.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

The City responded to all complaints for Post Construction. A total of 8 complaints received. In total, 52 post construction inspections were conducted.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Inspect Post construction sites as necessary to meet BMP

BMP Name: Street Sweeping

Category: O&M Procedures

Personnel Position/Department: Public Works Street Department

BMP Description :

City has a regular street sweeping program to keep streets clean.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Daily

Milestone Description:

The City has a street sweeping schedule found at <https://www.flagstaff.az.gov/3566/Summer-2017-Street-Sweeping-Schedule>.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

City maintains a street sweeping schedule prioritized according to schedule on the City web page:

<https://www.flagstaff.az.gov/1169/Street-Sweeping>

Street sweeping removes trash and debris from streets and cinders in the winter after snow events.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

The City will continue on the schedule as listed above.

BMP Name: Site Plan Reviews

Category: Site Plan Reviews

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

Site Plans are reviewed by stormwater project managers during the construction phase of the project.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 One time event

Milestone Description:

Each plan is reviewed as it comes into the City.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Stormwater plans are reviewed by stormwater project managers on all new construction projects.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Stormwater project managers will continue to review site plans for all new construction projects.

BMP Name: Structural/Non structural BMP

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Category: Structural/Non-Structural BMP

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

The City has a robust Low Impact Development (LID) program to require stormwater measures for construction.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 One time event

Milestone Description:

The City reviews plans and assures compliance with LID Requirements

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Stormwater project managers review all new site plans in accordance with the LID manual.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Stormwater project managers will continue to review all site plans in accordance with the LID manual.

BMP Name: Inventory

Category: Inventory

Personnel Position/Department: Water Services Stormwater Section

BMP Description :

Projects are completed and included on the GIS system

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 One time event

Milestone Description:

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As projects are completed, they are included on the City GIS system

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

All new projects are entered in to the City GIS system

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

All new projects will continue to be entered in to the City GIS system

Question: For Minimum Control Measure 5: Post-Construction Stormwater Management in New Development and Redevelopment, Did the program implement any additional BMPs during this reporting period?

Answer:

Did the program implement any additional BMPs during this reporting period? No

Provide a summary of compliance with the requirements for Minimum Control Measure5.

All existing BMPs have been effective, no new BMPs are necessary.

Question: Minimum Control Measure 5: Post-Construction Stormwater Management in New Development and Redevelopment, Provide the details of the Post-Construction Stormwater controls used during this reporting period

Answer:

Number of sites that required Post-Construction Stormwater controls in this reporting period: 52

Number of Post-Construction Stormwater controls inspected in this reporting period: 52

Sr.No.	Enforcement Actions	Enforcements Issued	Enforcements Resolved	Enforcements Unresolved
1	NOV	0	0	0
2	NOC	0	0	0
3	Stop Work	0	0	0
4	Admin Order	0	0	0

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5	Admin Fines	0	0	0
6	Civil Penalties	0	0	0
7	Criminal Action	0	0	0
	Total	0	0	0

Question: For each BMP in the Minimum Control Measure 6: Pollution Prevention and Good Housekeeping, what was completed during this reporting period?

Answer:

BMP Name: Inspections2

Category: Inspections

Facility Information:

Parks Yard/Thorpe Park

Public Works City Yard

Montalvo Park

Public Works Airport

Personnel Position/Department: Public Works

BMP Description :

Annual facility Inspection. Annual inspection conducted according to LID Plan, SOP or MSGP

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Copy of annual inspection to be maintained at facility.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Date:

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Each City facility conducts inspections and maintenance as necessary, according to the maintenance schedules

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Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

All City facilities will continue to conduct inspections and maintenance as necessary, according to the maintenance schedules

BMP Name: Inspections Rio

Category: Inspections

Facility Information:

Rio de Flag WRP

Personnel Position/Department: Water Services

BMP Description :

Facility is inspected every weekday and noted in daily task sheets.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 4 Weekly

Milestone Description:

Notes included in daily log sheets

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Facility is inspected daily according to daily rounds.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Facility will continue to be inspected daily according the daily rounds.

BMP Name: Training

Category: Training

Facility Information:

Parks Yard/Thorpe Park

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Public Works City Yard
Rio de Flag WRP
Public Works Airport
Montalvo Park

Personnel Position/Department: Water Services Division

BMP Description :

Annual Training as part of MS4

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Signed Training attendance Sheet

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 09/04/2019

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Annual Training to Public Works staff

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

Conduct training to Public Works staff in FY21

BMP Name: Maintenance Schedule

Category: Maintenance Schedule

Facility Information:

Parks Yard/Thorpe Park
Public Works City Yard
Rio de Flag WRP
Public Works Airport
Montalvo Park

Personnel Position/Department: Public Works and Water Services

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BMP Description :

Maintenance scheduled according to results of LID plan and Inspections.

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Maintenance schedule will be recorded according to inspections.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Each City facility conducts inspections and maintenance as necessary, according to the maintenance schedules

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

All City facilities will continue to conduct inspections and maintenance as necessary, according to the maintenance schedules

BMP Name: Inventory2

Category: Inventory

Facility Information:

- Parks Yard/Thorpe Park
- Public Works City Yard
- Rio de Flag WRP
- Public Works Airport
- Montalvo Park

Personnel Position/Department: Public Works and Water Services

BMP Description :

This is a list of the inventory

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 1 One time event

Milestone Description:

Developed facility inventory. Any changes will be provided in annual report.

Were milestones/measurable goals achieved for this reporting period? No

ADEQ Directed No

Change:

Provide a description of the reason(s) why milestones were not met and include measures that will be implemented to get back on schedule.

This entry is incorrect and is covered in the BMPs previous to this one.

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: Yes

Milestone Description:

BMP Name: O&M

Category: O&M Procedures

Facility Information:

Parks Yard/Thorpe Park

Public Works City Yard

Rio de Flag WRP

Public Works Airport

Montalvo Park

Personnel Position/Department: Water Services and Public Works

BMP Description :

O&M to follow maintenance activities schedules

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/30/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

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Follow activities according to maintenance schedules.

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/29/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Each City facility conducts inspections and maintenance as necessary, according to the maintenance schedules

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

All City facilities will continue to conduct inspections and maintenance as necessary, according to the maintenance schedules

BMP Name: Street Sweeping Public Works

Category: Street Sweeping

Facility Information:

Public Works City Yard

Personnel Position/Department: Public Works

BMP Description :

Street Sweeping according to regular schedule at <https://www.flagstaff.az.gov/1169/Street-Sweeping>

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 1 Weekly

Milestone Description:

Schedule maintained on website

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

City Public Works conducts Street Sweeping according to regular schedule at <https://www.flagstaff.az.gov/1169/Street-Sweeping>

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Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

City Public Works will continue to conduct Street Sweeping in accordance to regular schedule at <https://www.flagstaff.az.gov/1169/Street-Sweeping>

BMP Name: Maintenance Activities

Category: Maintenance Activities

Facility Information:

Parks Yard/Thorpe Park

Public Works City Yard

Rio de Flag WRP

Public Works Airport

Montalvo Park

Personnel Position/Department: Public Works and Water Services

BMP Description :

Maintenance activities are conducted as needed based on annual inspections

Is another government entity responsible for this BMP ? No

Measurable Goals:

Start Date: 03/29/2017

Targeted End Date: 09/29/2021

Frequency: 1 Annually

Milestone Description:

Noted in annual inspection report at facility

Were milestones/measurable goals achieved for this reporting period? Yes

Actual BMP Start Date: 03/30/2017

Provide a description of BMP effectiveness, including metrics used to determine effectiveness.

Each City facility conducts inspections and maintenance as necessary, according to the maintenance schedules

Provide a summary of activities planned for next reporting period

BMP does not apply for next reporting period: No

Milestone Description:

All City facilities will continue to conduct inspections and maintenance as necessary, according to the maintenance schedules

Question: For Minimum Control Measure 6: Pollution Prevention and Good Housekeeping, Did the program implement any additional BMPs during this reporting period?

Answer:

Did the program implement any additional BMPs during this reporting period? No

Provide a summary of compliance with the requirements for Minimum Control Measure6.

No additional BMPs are required

Question: Was staff training conducted?

Answer:

Yes

Sr.No.	Date of Training Event	Training Subject	Number of Employees Trained	Frequency of Training
1	09/04/2019	MS4	33	Annually
2	09/05/2019	MS4	13	Annually

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CERTIFICATION OF SUBMISSION

STEVE CAMP

You validated your identity by answering your personal security question and password on myDEQ at **01:51 PM** on **09/28/2020**. At this time, you certified the summary information above by checking that you agreed to the following statement:

Certify your submission:

By checking this box I certify under penalty of law that this submittal was prepared by me, or under my direction or supervision of personnel appropriately qualified to properly gather and evaluate the information submitted. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I understand that all information submitted to ADEQ is public record unless otherwise identified by law as confidential. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

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