City of Albany, Georgia
Storm Water Management Program – Revised 08/28/2020

General NPDES Permit No. GAG610000 for
Small Municipal Separate Storm Sewer Systems (MS4)

I. Public Education and Outreach on Storm Water Impacts

A. Best Management Practice (BMP) #1: Newsletter/Newspaper Article

1. Target audience: General public, citizens, businesses

2. Description of BMP: City staff will coordinate with Keep Albany Dougherty Beautiful (KADB) to publish an article once per year in the Albany Herald, the local newspaper. KADB is jointly funded by City of Albany and Dougherty County, and manages numerous community activities including producing an annual newsletter that is distributed inside the Albany Herald. City staff will write an article addressing issues involving storm water pollution subjects.

3. Measurable goal(s): Publish an article in the KADB newsletter in the local newspaper at least once per report period.

3. Documentation to be submitted with each annual report: A copy of the article. (1A-BMP1-pastsample)

5. Schedule:
   a. Interim milestone dates (if applicable): none
   b. Implementation date (if applicable): January 2018
   c. Frequency of actions (if applicable): once per year
   d. Month/Year of each action (if applicable): KADB newsletter is issued in January of each year.

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

7. Rationale for choosing BMP and setting measurable goal(s): The article will reach the majority of citizens in Albany. This will make the public aware of storm water issues and what can be done to prevent pollution.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Publishing an article in the local newspaper will be available to and reach most of the citizens and educate them on storm water issues.

B. BMP #2: Municipal Website/Engineering Department Webpage

1. Target audience: General Public

2. Description of BMP: Place information on the City of Albany Engineering Department's web page to provide the public with information regarding water quality and preventing pollution for the waters of the State of Georgia. The City's Engineering website also provides web links to other online sites regarding storm water quality.

3. Measurable goal(s): Update information/links once annually

4. Documentation to be submitted with each annual report: Printed copy of updated web page. As of the 2020 revision of the SWMP, the web page address is:
https://www.albanyga.gov/about-us/city-departments/engineering-department
(1B-BMP2-pastsample)

5. Schedule:
   a. Interim milestone dates (if applicable): none
   b. Implementation date (if applicable): Calendar year 2018
   c. Frequency of actions (if applicable): once annually
   d. Month/Year of each action (if applicable): once annually

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

7. Rationale for choosing BMP and setting measurable goal(s): Provides the General Public with online access to water quality information and local stormwater program activities and regulations.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Verify current webpage information is updated to include current local information and updates on an annual basis; where technically feasible, the number of views/hits/visits will be tallied.

C. BMP #3: Brochures Placed in Public Places

1. Target audience: General Public and Local Development Community

2. Description of BMP: Place brochures in lobby areas of the Engineering offices and of the Planning offices. The City will track the number of brochures taken by the public using a log, and the City will submit the brochure distribution log with each annual report.

3. Measurable goal(s): Keep brochures stocked on a monthly basis.

4. Documentation to be submitted with each annual report: Copy of brochures that were placed. (1A-BMP3s-SWBrochureLogForm)

5. Schedule:
   a. Interim milestone dates (if applicable): none
   b. Implementation date (if applicable): begin by July 2018
   c. Frequency of actions (if applicable): check/restock brochures monthly
   d. Month/Year of each action (if applicable): check/restock monthly

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

7. Rationale for choosing BMP and setting measurable goal(s): Developers, surveyors, engineers, and contractors are involved in the construction industry and routinely visit the local engineering and planning offices. Brochures applicable to stormwater issues, particularly related to construction and post-construction, will be helpful to this group.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Verify presence and availability of brochures at locations listed above; tally the number of brochures printed and distributed.

D. BMP #4: Local Access Channel Educational Postings.

1. Target audience: General Public

2. Description of BMP: Develop and run video articles/presentations regarding stormwater issues on the City of Albany local access channel to educate the public.

3. Measurable goal(s): Run video article/presentation at least twice per year.

4. Documentation to be submitted with each annual report: Provide electronic copy of video articles/presentation with information on when these aired.

5. Schedule:
   a. Interim milestone dates (if applicable): none
   b. Implementation date (if applicable): begin by September 2018
   c. Frequency of actions (if applicable): run/air twice annually
   d. Month/Year of each action (if applicable): run/air twice annually

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

7. Rationale for choosing BMP and setting measurable goal(s): Provides the General Public with cable television access to stormwater educational information and information regarding local stormwater program activities and regulations.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Presenting an article over local cable television will broaden the exposure of information to citizens and will educate them on storm water issues.

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II. Public Involvement/Participation

A. BMP #1: Great American Cleanup/Stash the Trash

1. Target audience/stakeholder group: General Public and KADB

2. Description of BMP: City staff will work with Keep Albany Dougherty Beautiful (KADB) to address pollution prevention and cleanup issues within the City. KADB is jointly funded by City of Albany and Dougherty County, and manages numerous community activities including organizing and hosting the "Stash the Trash" cleanup event in April in honor of the Great American Cleanup. For this event, KADB will develop and distribute promotional materials, organize volunteers and provide materials as needed.

3. Measurable goal(s): Record the number of volunteers and the amount of trash picked up at each event.

4. Documentation to be submitted with each annual report: The City will provide copies as available of event flyers or newspaper articles which advertised the event, pictures from the event, a location map of the area cleaned, a summary of the items collected, and copies of sign-in sheets. (2A1-BMP1-pastsample, 2A2-BMP1-pastsample)

5. Schedule:
   a. Interim Milestone Dates (if applicable): N/A
   b. Implementation Date (if applicable): January 2018
   c. Frequency of Actions:
      i. Distribute promotional material – Annual
      ii. Record number of volunteers & trash picked up – Annual
      iii. Hold Stash the Trash – Annual
   d. Month/Year of Each Action:
      i. April, annually – Distribute promotional materials
      ii. April, annually – Record number of volunteers & trash pickup
      iii. April, annually– Hold stash the trash

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering & KADB

7. Rationale for choosing BMP and setting measurable goal(s): Litter and household waste can be a major source of stormwater pollution. By involving the public in cleanups, the City not only removes a great deal of potential litter and pollution from local waterways, but also teaches the public about the problem and ideally prevents litter and pollution from finding its way onto the ground in the first place.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Record the amount of trash removed annually and the number of volunteers.

B. BMP #2: Rivers Alive Events/Flint River Cleanup

1. Target audience/stakeholder group: General Public and KADB

2. Description of BMP: City staff will work with Keep Albany Dougherty Beautiful (KADB) to address pollution prevention and cleanup issues within the City. KADB is jointly funded by City of Albany and Dougherty County, and manages numerous community activities including organizing and hosting a river cleanup event in October. For this event, KADB will develop and distribute promotional materials, organize volunteers and provide materials as needed.

3. Measurable goal(s): Record the number of volunteers and the amount of trash picked up at each event.

4. Documentation to be submitted with each annual report: The City will provide copies as available of event flyers or newspaper articles which advertised the event, pictures from the event, a location map of the area cleaned, a summary of the items collected, and copies of sign-in sheets. (2B1-BMP2-pastsample, 2B2-BMP2-pastsample)

5. Schedule:
   a. Interim Milestone Dates (if applicable): N/A
   b. Implementation Date (if applicable): January 2018
   c. Frequency of Actions:
      i. Distribute promotional material – Annual
      ii. Record number of volunteers & trash picked up – Annual
      iii. Hold River Cleanup – Annual
   d. Month/Year of Each Action:
      i. October, annually – Distribute promotional materials
      ii. October, annually – Record number of volunteers and trash pickup
      iii. October, annually – Hold River Cleanup

8. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering & KADB

9. Rationale for choosing BMP and setting measurable goal(s): Litter and household waste can be a major source of stormwater pollution. By involving the public in cleanups, the City not only removes a great deal of potential litter and pollution from local waterways, but also teaches the public about the problem and ideally prevents litter and pollution from finding its way onto the ground in the first place.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Compare the amount of trash removed annually and the number of volunteers.

C. BMP #3: Storm Drain Stenciling

1. Target audience/stakeholder group: General Public

2. Description of BMP: City staff will work with Keep Albany Dougherty Beautiful (KADB) to address pollution prevention and cleanup issues within the City. KADB is jointly funded by City of Albany and Dougherty County, and manages numerous community activities including working with volunteer groups to stencil storm drains throughout the city. This stenciling program will inform citizens that dumping chemicals or other waste into storm drains does pollute the waterways in and around the City. This would be an ongoing process and the number of drains stenciled each year will be dependent on volunteer groups and available funding.

3. Measurable goal: Mark 100 structures per year.

4. Documentation to be submitted with each annual report: The City will provide copies as available of event flyers or newspaper articles which advertised the event, pictures from the event, a location map of the area stenciled, and copies of sign-in sheets. (2C-BMP3-pastsample)

5. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Continuous
   d. Month/Year of each action (if applicable): Continuous

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering & KADB

7. Rationale for choosing BMP and setting measurable goal(s): This stenciling program will give the City of Albany an opportunity to inform the public that what might be dumped into our storm drains will wind up in our rivers and streams.

8. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Compare the number of drains stenciled each year; verify that 100 are installed. Record the number of volunteers and compare annually

D. BMP #4: Citizen Hotline/311 Customer Resource Management System

1. Target audience/stakeholder group: General Public.

2. Description of BMP: The City will utilize the Customer Resource Management System (311) to allow citizens to report problems with the stormwater system and provide comments and complaints. Information is entered through the 311 Citizen Service Request Submission Form on the City's website or through phone calls to the 311 Center. The 311 department will notify the appropriate City department of any reports, and that department will respond to the issue through inspection, maintenance, repair, or construction as appropriate.

3. Measurable goals: Respond to and address 100% of complaints.

4. Documentation to be submitted with each annual report: Report of stormwater related calls to 311.
(2D-BMP4a-CitizenHotline311-OnlineForms ,
2D-BMP4b-CitizenHoltine 311Log2019)

5. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Continuous
   d. Month/Year of each action (if applicable): Continuous

6. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering & other appropriate department directors for responses to reports.

7. Rationale for choosing BMP and setting measurable goal(s): This system provides the General Public with a method to report issues and provide comments on the stormwater system.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Track the number of complaints and the percent of complaints addressed.

III. Illicit Discharge Detection and Elimination (IDDE)

A. Best Management Practice (BMP) #1: Legal Authority

1. Description of BMP: The City will prohibit, through ordinance or other regulatory mechanism, non-stormwater discharges into the MS4 and implement appropriate enforcement actions.

2. Measurable Goal(s): Evaluate the Illicit Discharge ordinance and modify as necessary to meet the City's needs.

3. Documentation to be submitted with each annual report: Copy of ordinance if modified during the reporting period. (3A-BMP1IDDE & PostConst Ords)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Annually
   d. Month/Year of each action (if applicable): Annually

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): This BMP will allow the City to stop illicit discharges through ordinance and enforcement.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Eliminations of illicit discharges that are identified and eliminated will be documented.

B. BMP #2: Outfall Map and Inventory

1. Description of BMP: The City has located the outfalls within the City limits and developed a database/inventory of the outfalls as well as a map of the outfalls. The City has continually updated the inventory and map as additional outfalls are installed. The outfall map shows the outfall locations and waters of the state that receive discharges from those outfalls, and is updated annually.

2. Measurable Goal(s): The City will update the map and inventory with any additional outfalls during the reporting period.

5. Documentation to be submitted with each annual report: the City will provide the number of outfalls added/changed during the reporting period and the total number of outfalls in each annual report in accordance with the permit. (3B-BMP2a-SWOutfallMap, 3B-BMP2b-SWOutfallsInventory, 3B-BMP2c-SWOutfallsList)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Annually
   d. Month/Year of each action (if applicable): Annually

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): This BMP will allow the City to monitor the outfalls and keep track of their condition.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: By keeping this BMP up to date, the City will be able to better monitor the outfalls for illicit discharges.

C. BMP #3: IDDE Plan

1. Description of BMP: The City has developed a program to screen dry weather discharges and perform source tracing in the MS4 as outlined in the City's IDDE Plan. This program has been approved by EPD. According to these procedures, the City will screen 100% of the outfalls during the 5 year permit cycle; the City's goal is to screen approximately 20% of the outfalls annually, but will screen at least 5% of the outfalls annually. In the event that a dry weather flow is discovered the City will initiate source tracing and removal procedures.

2. Measurable Goal(s):
   a. Screen 100% of outfalls in a 5 year period, and perform source tracing when necessary, while screening at least 5% of outfalls in any single reporting year.
   b. Investigate all potential illicit discharges including sampling, inspection and tracking.
   c. Eliminate illicit discharges including implementing enforcement action when necessary.
   d. If an illicit discharge is identified, and if the source of that illicit discharge is identified as deriving from an adjacent MS4, the City will notify that adjacent MS4.

3. Documentation to be submitted with each annual report: Copies of screening and enforcement actions reports for each outfall inspected. Reports will include visual observation and, if needed, chemical analysis results and source tracking. (3C-BMP3a-IDDEplan-rev2020, 3C-BMP3b-DryWeatherOFScreeningform)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Annually
   d. Month/Year of each action (if applicable): Annually

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): This BMP was included to meet specific requirements of the Phase II MS4 NPDES Permit. This BMP will also aid the City in eliminating illicit and illegal discharges into the MS4 and reducing water quality issues.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Track number of illicit discharges and evaluate if 100% are eliminated.

D. BMP #4: Education

1. Description of BMP: The City will implement a program to educate the public, businesses and City employees about the hazards of illicit discharges.

2. Measurable Goal(s):
   a. Distribute fact sheets by email once a year to 100% of city staff. Update fact sheets annually.
   b. Develop a video article/presentation on illicit discharges to stormwater publication/airing on the Local Access Channel Educational Postings.

3. Documentation to be submitted with each annual report: Copy of fact sheet and the video article/presentation.

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Annually
   d. Month/Year of each action (if applicable): Annually

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): This BMP will allow the City to inform City staff and the general public of water quality issues related to illicit discharges

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Track the number of employees receiving the brochures and the number of publications/airings on the Local Access Channel Educational Postings.

E. BMP #5: Complaint Response

1. Description of BMP: The City will utilize the Customer Resource Management System (311) to allow citizens to report problems with the stormwater system and provide comments and complaints. Information is entered through the 311 Citizen Service Request Submission Form on the City's website or through phone calls to the 311 Center. The 311 department will notify the appropriate City department of any reports, and that department will respond to the issue through inspection, maintenance, repair, or construction as appropriate.

2. Measurable goals: Receive, investigate and track the status of illicit discharge complaints while responding to and resolving 100% of complaints.

3. Documentation to be submitted with each annual report: Report of stormwater related calls to 311; the report will include the date, the reason for complaint, and the resolution of complaint as well as any response to the complaint.
(3D-BMP4-IDDEComplaintResponse , 3E-BMP5-311requests-sample)

5. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Continuous
   d. Month/Year of each action (if applicable): Continuous

7. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering & other appropriate department directors for responses to reports.

7. Rationale for choosing BMP and setting measurable goal(s): This system provides the General Public with a method to report issues, make complaints, and provide comments on the stormwater system.

8. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Track the number of complaints and the percent of complaints addressed.

F. BMP #6: New Developments Contributing to the MS4

1. Description of BMP: Use City of Albany Engineering Inspectors to insure that all new developments do not make any inappropriate connections to the City's storm sewer system (i.e. sanitary sewer connections into the storm system).

2. Measurable Goal(s): Ensure all new MS4 connections are installed properly or correction of improper connection. Record number of improper connections and corrective action taken if any is required.

3. Documentation to be submitted with each annual report: Copies of inspection reports where illegal connections are encountered. (3F-BMP6-IDDE-InspSOP)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Continuous
   d. Month/Year of each action (if applicable): Continuous

5. Person (position) responsible for overall management and implementation of the BMP: Senior Engineering Inspector

6. Rationale for choosing BMP and setting measurable goal(s): The City of Albany Engineering staff consists of construction site inspectors that inspect new developments to insure that accepted city construction standards are followed and that any violations are corrected before developer is allowed to open businesses or build in subdivisions. As such, the inspectors also inspect any work done on existing or new storm sewers. These inspectors make sure that no illegal connections are made to the storm sewer during construction and that all erosion and sedimentation controls are in place and working

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Track number of inappropriate connections located and determine if 100% are eliminated.

IV. Construction Site Storm Water Runoff Control

A. BMP #1: Legal Authority

1. Description of BMP: Evaluate, and if necessary, modify the City's existing Soil Erosion, Sedimentation and Pollution Control Ordinance (SES&PC) to ensure construction site operators control construction site to reduce pollutants in any storm water runoff to the MS4 from construction activities, and to maintain compliance with State of Georgia requirements for soil erosion, sedimentation and pollution control. The Ordinance will maintain requirements for construction site operators to implement appropriate erosion and sediment control best management practices, and to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality

2. Measurable Goal(s): Evaluate the ordinance and modify as necessary to meet the City's needs.

3. Documentation to be submitted with each annual report: Copies of the ordinance when revised during the reporting period. (4A-BMP1-SESPCord-11-2017)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): Continuous
   d. Month/Year of each action (if applicable): Continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): Having the ordinance will provide authority to enforce litter control on construction sites.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: With the ordinance, the City will be able to enforce erosion, sedimentation, and pollution control on construction sites.

B. BMP #2: Site Plan Review

1. Description of BMP: The City of Albany is a Local Issuing Authority for review and permitting of Erosion and Sedimentation Control plans. The City has developed and adopted Ordinances and Policies that establish site plan review procedures in accordance with the Georgia Soil and Water Conservation Commission (GSWCC) requirements; these include the City's Soil Erosion, Sedimentation and Pollution Control Ordinance (SESPC) and the City's Stormwater Local Design Manual (LDM) The LDM incorporates portions of the current GSMM which are relevant to the City's MS4, and includes requirements for onsite detention and pollution prevention and water quality treatment. The City will have the SESPC and LDM available on the City's website and in the engineering office for Engineers and Developers doing work within the City of Albany. The City will review and approve all site plans with disturbed acreage of 1 acre or more to ensure that they incorporate consideration of potential water quality impacts and comply with minimum E&S BMPs. The City will issue Land Disturbance Activity (LDA) permits when the plans are approved. For site plans disturbing less than one acre, no LDA permit is required, but implementation of best management practices are required.

2. Measurable Goal(s):
   a) Record all site plans that have 1 acre or above of disturbed acreage.
   b) Record the number of LDA permits issued in each reporting period.

2. Documentation to be submitted with each annual report: The City will provide a list of active construction sites and submit copies of a representative number of completed inspection checklists conducted during the reporting period. The City will provide the number of the site plans reviewed, approved or denied during the reporting period. (4A-BMP2a-SitePlanReviewSOP,
   4B-BMP2b-SitePlanReviewLog-sample)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous & as required
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): Ensure that all plans on sites of one acre or greater of disturbed area are using minimum E&S BMPs and complying with LDM.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Ensure that 100% of plans are reviewed and meet SESPC and LDM requirements.

C. BMP #3: Inspection Program

1. Description of BMP: The City of Albany will use its Engineering Inspectors to conduct construction site inspection using procedures in accordance with the GSWCC requirements to verify that erosion and sedimentation and pollution control Best Management Practices (BMPs) on construction sites are in place and are functioning properly and to ensure construction waste is properly controlled. At a minimum, inspections will be made:
   a) following initial installation,
   b) during active construction, and
   c) after final site stabilization.

2. Measurable Goal(s): Inspect to ensure each development is following the Erosion and Sedimentation Control plan and the SES&PC Ordinance for each site, in accordance with the City's SOP for erosion, sedimentation and pollution control compliance.

3. Documentation to be submitted with each annual report: The City will provide a list of active construction sites and submit copies of a representative number of completed inspection checklists conducted during the reporting period. (4C-BMP3A-InspectionLog-sample, 4C-BMP3B-InspectioneForms-sample, 4C-BMP3C-InspectionsSOP, 4C-BMP3D-InspectionForm)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Senior Engineering Inspector

6. Rationale for choosing BMP and setting measurable goal(s): Having inspectors inspect each site for compliance with Erosion and Sedimentation Control Plans will help keep sediment, construction debris, and other pollutants from entering into the storm system.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Maintain records of inspections, findings including violations, enforcement actions, and resolutions of violations.

D. BMP #4: Enforcement Procedures

1. Description of BMP: The City will implement enforcement procedures for E&S violations documented at construction sites through the Engineering Inspectors. Violations will be handled by the appropriate action which may include verbal or written warnings and/or stop work orders.

2. Measurable Goal(s): Respond to and document E&S violations at construction sites.

2. Documentation to be submitted with each annual report: Copy of Enforcement Actions for Erosion Control Violations list which includes type of violations, date, and name of violator and enforcement actions taken. (4C-BMP4-EnforcSOP)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): Provides a method to track and eliminate E&S violations.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Track the number of violations.

E. BMP #5: Complaint Response

1. Description of BMP: The City has the ability to receive erosion and sedimentation complaints relating to construction sites both directly at the Engineering office (through email, telephone calls, personal visits) and also uses the Customer Resource Management System (311) to allow citizens to report problems with the storm system and provide comments and feedback. The 311 Customer Resource Management System can be accessed both online at the City website and by telephone. 311 will notify the appropriate department of any reports received, and that department will respond to the issue through maintenance, construction or inspection.

2. Measurable Goal(s): Respond to and address 100% of complaints.

3. Documentation to be submitted with each annual report: Report of stormwater erosion and sedimentation related calls to 311, and report of construction site calls received by the Engineering office. The report includes date, reason for complaint and resolution. (4E-BMP5-311Log2017-sample , 4D-BMP5A-ConstComplaintResponse)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): Provides the General Public with methods to report issues and provide comments regarding construction sites and the City storm system.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Track the number of complaints and the percent of complaints addressed.

F. BMP #6: Certification

1. Description of BMP: Train MS4 staff in accordance with the Georgia Soil and Water Conservation Commission guidelines.

2. Measurable Goal(s): Record number and type of certification held by MS4 staff.

3. Documentation to be submitted with each annual report: The City will provide the number and type of current certification held by MS4 staff. (4F-BMP6-CertList-sample)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): annually
   d. Month/Year of each action (if applicable): annually

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): Ensure that all MS4 employees are trained in storm water pollution control.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Ensure that 100% of employees dealing with erosion control issues are trained.

V. Post-Construction Storm Water Management in New Development and Redevelopment

A. BMP #1: Legal Authority

1. Description of BMP: The City has developed the Post Construction Stormwater Management ordinance which incorporates by reference the current Georgia Stormwater Management Manual (GSMM) to address post-development stormwater runoff into the MS4 from new developments and redevelopment projects. The City has also developed as a policy document the Stormwater Local Design Manual (LDM), which also incorporates portions of the current GSMM which are relevant to the City's MS4. The LDM includes requirements for onsite detention and pollution prevention and water quality treatment. The LDM is available to Engineers and Developers doing work within the City of Albany through the City's website and in the Engineering office. The Ordinance and the LDM will be updated as needed to comply with State requirements.

2. Measurable Goal(s): Review the ordinance and revise as needed during the reporting period. The City will provide documentation to EPD in the 2018 annual report to demonstrate the date of the adoption of the appropriate revised ordinances and manuals.

3. Documentation to be submitted with each annual report: If revised, a signed copy of the ordinance and/or manual will be provided. (5A-BMP1-LDM_rev2017, and 6A-BMP1SWManOrd_06-128)

4. Schedule:
   a. Interim Milestone Dates (if applicable):

December 31, 2018 - LDM review and revision as needed to comply with EPD requirements for:

i. Stream Channel/Aquatic Resource Protection
ii. Overbank Flood Protection
iii. Extreme Flood Protection
iv. Trout Stream Protection
v. Linear Transportation Projects
vi. The stormwater management systems shall be designed to remove 80% of the average annual post-development TSS load or equivalent

December 6, 2020 - LDM review and revision as needed to comply with EPD requirements that the stormwater management system designs retain the first 1.0 inch of rainfall on the site.

   b. Implementation Date (if applicable): 2018
   c. Frequency of actions (if applicable): Continuous

d. Month/Year of each action (if applicable): Continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): The ordinance enables the City to control water quality from developed sites.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Enforcement will prevent water quality issues.

B. BMP #2: Inventory

1. Description of BMP: The City will maintain and – as needed – update the inventory of all publicly owned post-construction stormwater management structures and only those privately owned structures designed after the December 9, 2008 deadline for adoption of the Georgia Stormwater Management Manual (GSMM).

2. Measurable Goal(s): Update the inventory of post-construction stormwater management structures (e.g. detention/retention ponds, water quality vaults and infiltration structures) as needed. Inventory information will include number and type of structure and owner.

2. Documentation to be submitted with each annual report: The City will provide an updated map and inventory, the number of structures added/changed during the reporting period, and the total number of structures in each annual report. (5B-BMP2-SWManagStruc-Inventory , 6A-BMP1B1-SWStrucInventoryList)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): The City will be able to track the number and location of structures within the city.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: With the inventory, the City will be able to ensure the structures are functioning correctly.

C. BMP #3: Inspection Program

1. Description of BMP: Inspect post-construction storm water management structures (stormwater ponds, water quality vaults, infiltration structure) to ensure they are functioning properly. Inspections include all public structures and private structures constructed since December 9, 2008.

2. Measurable Goal(s): Within the 5-year permit cycle, inspect 100% of the public and private post-construction storm water management structures; the annual goal is to inspect 20% of the structures included on the inventory (see BMP #2 above), and - at a minimum - the City will conduct inspections on 5% of the structures.

3. Documentation to be submitted with each annual report: The City will submit copies of the completed inspection forms for inspections conducted during the reporting period in each annual report. (5C-BMP3A-SWManageStrucInspectSOP, 5C-BMP3-SWManageStruc-Inspect-sample)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): It is important that stormwater structures continue to function as designed after initial construction. Routine inspections will be used to notify owners of potential problems and how to address the problems. This will ensure that the structures will continue to function as designed.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Compare the condition of structures on successive inspections.

D. BMP #4: Maintenance Program

1. Description of BMP: Perform maintenance of post-construction storm water management structures (stormwater ponds, water quality vaults, infiltration structure) to ensure they are functioning properly. City maintenance will include all City-owned structures. The maintenance of publicly-owned structures owned by other entities (e.g. Board of Education), and those privately-owned structures with construction completed after the effective date of the previous permit iteration (December 6, 2012) will be performed by the owners per their maintenance agreements. The maintenance will be performed to the maximum extent practicable.

2. Measurable Goal(s): Maintain public storm water management structures each year and record structure and type of work completed. Ensure private structures are maintained per the maintenance agreement.

3. Documentation to be submitted with each annual report: Copies of maintenance reports. a) For City-owned structures, a list of structures maintained and the type of maintenance performed, including documentation of maintenance activities performed during the reporting period with each annual report. b) For publicly-owned structures owned by other entities and those privately-owned structures with construction completed after the December 6, 2012 date, a summary list of these agreements will be provided with each annual report.

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): It is important that stormwater structures continue to function as designed after initial construction. Routine maintenance will be used to alleviate potential problems and correct existing problems. This will ensure that the structures will continue to function as designed.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Compare the condition of structures on successive inspections.

E. BMP #5: GI/LID Structure Inventory

1. Description of BMP: Maintain the inventory of all water quality-related GI/LID structures located within the City. The inventory will include the total number of each type of structure (e.g. bioswales, pervious pavement, rain gardens, cisterns and green roofs). As of January, 2018, there are currently no GI/LID structures identified within the City.

2. Measurable Goal(s): Update the inventory of water quality-related GI/LID structures (e.g. bioswales, pervious pavement, rain gardens, cisterns, green roofs, etc.) as needed.

3. Documentation to be submitted with each annual report: Copy of the GI/LID inventory

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): The City will be able to track the number and location of structures within the city.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: With the inventory, the City will be able to ensure the structures are functioning correctly.

F. BMP #6: GI/LID Program

1. Description of BMP: The City will develop a program describing the GI/LID practices to be implemented by the City. The program shall comply with Georgia EPD requirements and will include procedures for evaluating the feasibility and site applicability of different GI/LID techniques and practices to be considered, the GI/LID structures allowed to be constructed within the City, and procedures for the inspection and maintenance of the GI/LID structures, including permittee- owned structures, publicly-owned structures owned by other entities, and privately-owned non-residential. The GI/LID Program will be submitted to EPD by February 15, 2020, and – upon approval of the EPD – will be implemented and the SWMP will be revised to include it.

2. Measurable Goal(s): Develop a GI/LID Program in compliance with State requirements.

3. Documentation to be submitted with each annual report: If the GI/LID Program is revised during the reporting period, the revised program will be submitted to EPD for review with the annual report.

4. Schedule:

   a. Interim Milestone Dates (if applicable):
      GI/LID Program submitted to EPD – February 15, 2020
   b. Implementation Date (if applicable): 2020
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): The City will encourage and allow GI/LID practices.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: GI/LID practices will help improve water quality within the City.

G. BMP #7: GI/LID Inspection and Maintenance Program

1. Description of BMP: Beginning in 2020 and following implementation of the City's GI/LID Program (see BMP #6 above), within a 5-year period inspect 100% of the GI/LID structures to ensure they are functioning properly. The GI/LID Program (see BMP #6 above) will include inspection and maintenance procedures, and these be will be implemented in 2020, and the SWMP will be revised to include these procedures.

2. Measurable Goal(s): Develop a GI/LID Inspection and Maintenance Program in compliance with State requirements.

3. Documentation to be submitted with each annual report: Maintenance and inspection reports as determined upon EPD approval of Program in 2020.

4. Schedule:

   a. Interim Milestone Dates (if applicable):
      GI/LID Program submitted to EPD – February 15, 2020
   b. Implementation Date (if applicable): 2020
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): It is important that stormwater structures continue to function as designed after initial construction. This will ensure that the structures will continue to function as designed.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Compare the condition of structures on successive inspections.

H. BMP #8: GI/LID Ordinance Review

1. Description of BMP: Annual evaluation of building codes, ordinances, and other regulations to ensure they do not prohibit or impede the use of Green Infrastructure/Low Impact Development (GI/LID).

2. Measurable Goal(s): Annual evaluation utilizing the Center for Watershed Protection's "An Updated Code and Ordinance Worksheet for Improving Local Development Regulations" available for download from the Center for Watershed Protection, www.cwp.org.

3. Documentation to be submitted with each annual report: Completed evaluation.

4. Schedule:
   a. Interim milestone dates (if applicable): NA
   b. Implementation date (if applicable): NA
   c. Frequency of actions (if applicable): Annually
   d. Month/Year of each action (if applicable): NA

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): Ordinance review will identify ordinance strengths and weaknesses as it pertains to GI/LID.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Amendments are made to ordinance based on review.

VI. Pollution Prevention/Good Housekeeping for Municipal Operations

A. BMP #1: MS4 Control Structure Inventory and Map

1. Description of BMP: Maintain the inventory and map of City owned MS4 control structures. These MS4 control structures include catch basins, ditches, ponds and storm drain lines.

2. Measurable Goal(s): Maintain the inventory and map and update them as needed.

2. Documentation to be submitted with each annual report: Copies of the inventory and maps showing the number of structures added during the reporting period and the total number of structures on each annual report. (6A-BMP1A-SWSystemMap, 6A-BMP1B-SWStrucInventory, 6A-BMP1C-SWDitches, 6A-BMP1D-SWOutfalls&Ponds, 6A-BMP1E1-SWPipes-Storm-Inventory)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): It is important that stormwater structures continue to function as designed after initial construction. An inventory and map will aid in inspection and maintenance.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The inventory and map will aid in inspection and maintenance.

B. BMP #2: MS4 Inspection Program

1. Description of BMP: Inspect the MS4 control structures (catch basins, ditches, ponds and storm lines) to ensure they are functioning properly.

2. Measurable Goal(s): Within the 5-year permit period, conduct inspections on 100% of the MS4 control structures, the goal is to conduct inspections on about 20% of the MS4 control structures each reporting year, but at least 5% of the structures will be inspected in any single reporting year. The findings and results of the inspections will be recorded and documented.

3. Documentation to be submitted with each annual report: The City will provide the number and percentage of structures inspected and submit data from the results of the completed inspections.(6B-BMP2A-InletInsp-sample, 6B-BMP2B-ManholeInsp, 6B-BMP2C-InletInspScreen, 6B-BMP2D-ManholeInspScreen, 6B-BMP2E-DitchInspScreen)

4. Schedule:

   a. Interim Milestone Dates (if applicable): N/A
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): It is important that stormwater structures continue to function as designed after initial construction. Routine inspections will be used to identify potential problems and remedies to problems. This will ensure that the structures will continue to function as designed.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Track the condition of structures on successive inspections.

C. BMP #3: MS4 Maintenance program

1. Description of BMP: Perform maintenance of MS4 control structures (catch basins, ditches, ponds and storm lines) to ensure they are functioning properly.

2. Measurable Goal(s): Maintain public storm water management structures each year and record work completed.

3. Documentation to be submitted with each annual report: The City will provide the number of each type of structure maintained during the reporting period in each annual report. (6C-BMP3-StDrainMaint-sample)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director

6. Rationale for choosing BMP and setting measurable goal(s): It is important that stormwater structures continue to function as designed after initial construction. Routine maintenance will be used to alleviate potential problems and correct existing problems. This will ensure that the structures will continue to function as designed.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Document condition of structures on successive inspections.

D. BMP #:4: Street Cleaning

1. Description of BMP: Use of street sweepers, in accordance with the City's Street Sweeping Procedures, to reduce debris that would interfere with the capacity of the storm sewers, and all City streets are swept on a continuous schedule. As deemed appropriate by the City's Litter Control Coordinator and as this resource is available, the City also uses county prisoners along with city staff in the collection of litter along the right of ways and public areas. The City does not sweep parking lots.

2. Measurable Goal(s):
   a) Record miles of streets swept each month.
   b) Record amount of debris collected each month.
   c) Record amount of litter collected by inmates.

3. Documentation to be submitted with each annual report: the City will report the number of miles swept, amount of debris removed from streets and the amount of litter collected as verified by waste tickets and other landfill documents. (6D-BMP4a-StreetSweep-sample, 6D-BMP4b-StreetSweepRouteMap, 6D-BMP4c-StSweepingSOP, 6D-BMP4d-StSweepingForm)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): continuous
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Director of Public Works

6. Rationale for choosing BMP and setting measurable goal(s): The City of Albany has a program for using street sweepers and litter pick-up to remove dirt, yard debris and litter that makes its way into the street. This dirt and debris would find its way into the storm sewer system. This sediment and debris will either be conveyed to the natural water courses at the outfalls, or clog the storm drainage system creating localized flooding.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Removal of debris with street sweeping and litter removal will reduce pollution in stormwater.

E. BMP # 5: Employee Training

1. Description of BMP: a) Distribute fact sheets by email once a year to 100% of city staff. Update fact sheets annually.
   b) Provide Employee Training specifically for city staff involved with potential storm water pollution-generating tasks. The following groups will receive appropriate training over the 5-year permit cycle (one group per year): Parks, Building and Grounds Maintenance, Fleet Maintenance, Streets and Drainage Maintenance, Inspection - Land Disturbances, Solid Waste Operations

2. Measurable Goal(s):
   a) Annually distribute fact sheets by email to 100% of city staff. Update fact sheets annually. Record will be maintained on fact sheet distribution and contents.
   b) Provide annual training to at least one group listed below with all receiving training in the 5-year permit cycle. Records will be maintained on number of employees trained and the training frequency.
      1) Parks, Building and Grounds Maintenance,
      2) Fleet Maintenance,
      3) Streets and Drainage Maintenance,
      4) Inspection - Land Disturbances,
      5) Solid Waste Operations

4. Documentation to be submitted with each annual report:
   The City will provide: a) a copy of emailed fact sheet, and
   b) a copy of attendee sign-in sheet(s) from the training event and copy of presentation(s)

4. Schedule:
   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): annually
   d. Month/Year of each action (if applicable): annually

5. Person (position) responsible for overall management and implementation of the BMP: Stormwater Management Technician

6. Rationale for choosing BMP and setting measurable goal(s): The BMP will focus on developing, implementing, training and enforcing the City's municipal operations and maintenance program that will reduce or eliminate the impact of storm water pollution from City operations.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Document email distribution of the annual fact sheet, and document attendance at presentation(s).

F. BMP #6: Waste Disposal

1. Description of BMP: The City will dispose of debris and litter from our MS4 into the Dougherty County landfill at 900 Gaissert Road, Albany, GA.

2. Measurable Goal(s): The amount of tonnage delivered to the Dougherty County landfill.

3. Documentation to be submitted with each annual report: The City will provide the total monthly amount of MS4 waste removed and documentation of the final disposal (i.e., waste tickets). (6F-BMP6A-LandfillSweep-sample, 6F-BMP6B-LandfillJetvac-sample, 6G-BMP6a-WasteDisposal-MS4Maint&Disposal, 6G-BMP6b-WasteTotalFormSample, 6G-BMP6c-WasteDisposal-DumpTicketSamples)

4. Schedule:

   a. Interim Milestone Dates (if applicable): N/A
   b. Implementation Date (if applicable): N/A
   c. Frequency of actions (if applicable): Continuous
   d. Month/Year of each action (if applicable): Continuous

5. Person (position) responsible for overall management and implementation of the BMP: Director of Public Works

6. Rationale for choosing BMP and setting measurable goal(s): This effort will be made to help the City realize the impact our MS4 is having on our local landfills.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Proper disposal of debris and litter will reduce pollution in the storm water.

G. BMP #7: New Flood Management Projects

1. Description of BMP: The City of Albany will assess all new City owned Flood Management projects (stormwater ponds) for water quality impacts during design. The assessment will determine if water quality BMPs can be economically incorporated into the design.

2. Measurable Goal(s): City of Albany will assess new flood management projects (stormwater ponds) for water quality impacts.

3. Documentation to be submitted with each annual report: List of new flood management projects reviewed for water quality impacts during the reporting period. (6H-BMP7-NewFloodManProjForm)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): none
   c. Frequency of actions (if applicable): annually
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing the BMP and setting the measurable goal: Including water quality control features to capital projects is more feasible during design.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Determine if 100% of capital improvements projects are evaluated.

H. BMP #8: Existing Flood Management Projects

1. Description of BMP: The City of Albany will inspect existing flood management projects (stormwater ponds) to ensure they are functioning properly and if they can be economically retrofitted to include water quality BMPs.

2. Measurable Goal(s): The City must assess at least one structure annually or if the City has less than five structures, then assess 100% within a five-year period. Since the City of Albany has more than five structures, the City will evaluate 3 projects (storm water ponds) per calendar year for potential retrofitting to address water quality impacts and will submit a report on each project.

3. Documentation to be submitted with each annual report: Copies of Water Quality Improvement Worksheets for the 3 ponds evaluated annually. (6H-BMP8a-ExPondWQEval-form, 6H-BMP8-ExPondWQEval-sample)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): none
   c. Frequency of actions (if applicable): annually
   d. Month/Year of each action (if applicable): continuous

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing the BMP and setting the measurable goal: Existing flood management projects (stormwater ponds) were typically designed to control stormwater flowrate and volume, not water quality. Evaluations will determine if water quality measures will be useful for these projects.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Evaluation of existing flood management projects (stormwater ponds) will ensure they are functioning correctly and will determine if quality control measures are needed.

I. BMP #9: Municipal Facilities

1. Description of BMP: Maintain the existing inventory of City-owned municipal facilities with the potential to cause pollution, and inspect these facilities to identify and address pollution causing issues.

2. Measurable Goal(s):
   a) Review and update the inventory as needed.
   b) Within the 5-year NPDES permit cycle period, inspect 100% of the city owned facilities in the inventory. The goal is to inspect 20% of these facilities each year, but at least 5% of the facilities will be inspected each year. Results of the inspections will be recorded, and re-inspections will be performed on problem areas during the year following identification of the problem.

3. Documentation to be submitted with each annual report: Copy of inventory list, and copies of inspection reports for each annual reporting period. (6I-BMP9a-MuniFacilitiesInventory, 6I-BMP9b-MuniFacInspecForm-blank, 6I-BMP9c-MuniFacInspecForm-sample , 6I-BMP9d-MuniFacInspProcedure)

4. Schedule:

   a. Interim Milestone Dates (if applicable): none
   b. Implementation Date (if applicable): January 2018
   c. Frequency of actions (if applicable): annually
   d. Month/Year of each action (if applicable): annually

5. Person (position) responsible for overall management and implementation of the BMP: Assistant Director of Engineering

6. Rationale for choosing BMP and setting measurable goal(s): It is important that City owned property not contribute pollution to storm water. By performing site inspections, the City can prevent stormwater pollution from City-owned facilities.

7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Compare the condition of the facilities on successive inspections.

Appendix

Enforcement Response Plan

1. The MS4 must develop and implement an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Storm Water Management Program. The ERP must be completed and submitted with the second annual report following permit issuance, February 15, 2014.

   Final completion date: April 30, 2015
   Date of submittal to EPD: April 30, 2015

   (attached: 7-Appendix-EnfResponsePlan2020)

2. In accordance with Part 4.3 of the NPDES Permit, the ERP must include escalating enforcement responses for repeat and continuing violations. At a minimum, the ERP must address the following categories (refer to Part 4.3 of the NPDES Permit for more detail):
   - Names of ordinances and citations;
   - Types of enforcement mechanisms;
   - Description of the use of these enforcement mechanisms;
   - Time frames; and
   - Description of the tracking and reporting mechanism.

NOTE: Upon completion, the ERP will be included as an Appendix to the SWMP.

Appendix

Impaired Waters

1. Population based on the 2010 U.S. Census: 77,431

   If the population is less than 10,000, then see items #2 and #3 below.

   If the population exceeds 10,000, then see items #4 and #5 below.

2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (see Part 4.4.1 of the NPDES Permit) including:

- *A list of impaired waters and the pollutant(s) of concern;*
- *A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;*
- *BMPs that will be implemented to address each pollutant of concern; and*
- *A schedule for implementing the BMPs.*

3. The Impaired Waters Plan must be submitted with the annual report due February 15, 2015. Final completion date/date of submittal to EPD: _____

4. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (see Part 4.4.2 of the NPDES Permit) including:
   - A list of impaired waters and the pollutant(s) of concern.
   - A Monitoring and Implementation Plan, that includes:
     a. Sample location;
     b. Sample type, frequency, and seasonal considerations;
     c. Monitoring implementation schedule;
     d. A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters or a schedule for confirming those outfalls; and
     e. Description of proposed BMPs.
   - Description of the method used to annually assess data trends for each pollutant of concern.

5. The Impaired Waters Plan/Monitoring and Implementation Plan must be submitted with the annual report due February 15, 2015.

   Final completion date/date of submittal to EPD: April 30, 2015
   Revised August 2020

(attached: 8a-Appendix-ImpWatersMonitorPlan, 8b-Appendix-MapImpWaters, 8c-Appendix-TMDL Bypass Pond-2003, 8d-Appendix-TMDL Bypass Pond-2004)

NOTE: Upon completion, the Impaired Waters Plan will be included as an Appendix to the SWMP.