




City of Rio Rancho

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Date: February 21, 2008

To: John Daly, Street Maintenance Division Manager

From: Loren D. Meinz, PW Project Manager 

Re: Storm Water Permit Data

The City Engineering Division has submitted application to EPA for MS4 permit coverage per the Phase II Storm Water General Permit. The Permit requires the City to have a program to address six (6) Minimum Control Measures. One of the Control Measures is "***Pollution Prevention/Good Housekeeping for Municipal Operations***". Attached is Table 6 of the application, showing the program information that was submitted to EPA. The permit requires the City to submit annual reports addressing the pollution prevention activities.

The following is a list of data items that I can think of that will be useful for the annual report.

Street Sweeping

1. Curb miles swept annually
2. Volume of swept material disposed (cubic yards, actual or estimated)
3. Number and type of machines in operation and annual hours total sweeping.

Deicing Material

1. What type material used
2. How is it stored
3. How much used annually (estimated historically)
4. Application methods

Storm Sewer System Cleaning

1. Number of inlets cleaned
2. Inlet cleaning methods
3. Number of pond outlets cleaned
4. Volume of trash removed from ponds annually (truck loads)
5. Volume of sediment removed from ponds annually (truck loads)

Ditch Cleaning and Improvements

1. Volume of sediment removed annually
2. Number of check dams installed (gravel cobble checks)

Employee Training

1. List employee training program/courses for storm water pollution prevention
2. Total hours of pollution prevention training annually

Some of the data items may already be available from work orders or from historical knowledge by supervisors. If some of this data is not currently available, it is sufficient to have a description of an implementation schedule to start tracking such information in future years, and can even be subject to future available funding for maintenance operations.

I suggest that it would be best to have a meeting with the NPDES Project Manager to discuss the data needs, and that may save a lot of time for everyone.

Thanks

C: Debbie Cook, P.E., Construction Manager

TABLE 6: PROPOSED PROGRAM ELEMENTS FOR POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

GOAL#	IMPLEMENTATION TARGET DATE	ACTIVITY/MEASURABLE GOAL DESCRIPTION	MEASUREMENT FOR ATTAINMENT
6-A	YEAR 2	Review and create a detailed listing of city operations and materials that affect / contact storm water runoff	Report
6-B	YEAR 3-4	Pollution Prevention Program (PPP) formulated for city operations and materials. Prepare employee education programs.	Report & plan approval by Governing Body
6-C	YEAR 5	Educating municipal employees to PPP	Instruction attendance records
6-D	YEAR 5	Inspection / maintenance program started to implement PPP BMPs	Measure compliance rate as portion of total
6-E	YEAR 5	Reduction impacts to storm water runoff caused by municipal operations	Document numerical or narrative pollution reductions to storm water runoff