



102 Roadrunner Drive  
Sedona, Arizona 86336  
www.SedonaAZ.gov

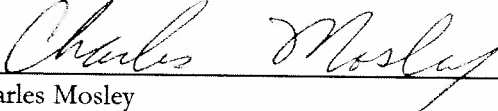
November 3, 2010

Arizona Department of Environmental Quality  
Surface Water Section / Stormwater & General Permits Unit (5415A-1)  
1110 West Washington Street  
Phoenix, Arizona 85007

Attention: Ms. Joanie M. Rhyner, Stormwater and General Permits, Water Section  
Manager  
SUBJECT: CITY OF SEDONA – 2010 ANNUAL SMALL MS4  
REPORT AZPDES PERMIT NO. AZG2002-002 MS42002-32

I am submitting with this letter a copy of the City's 2009/2010 Annual Small MS4 Report.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

  
\_\_\_\_\_, City Engineer  
Charles Mosley

Sincerely,



Charles Mosley, PE MPA  
Director of Public Works/City Engineer  
City of Sedona

Enclosure: City of Sedona 2009/2010 Annual Report & associated attachments

CM/dwp

cc: Tim Ernster, City Manager  
Michael Goimarac, City Attorney  
File: ADEQ Stormwater SDMP

## Small MS4 Annual Report Form

Please refer to the attached instructions as you prepare your annual report.

### A. General Information

Name of MS4: City of Sedona

Contact Name: Charles Mosley, PE

Telephone Number: (928) 204-7132

Email Address: CMosley@SedonaAZ.gov

Annual Report Period: July 1, 2009 through June 30, 2010

### B. SWMP Modifications and Additional Information. Attach a brief explanation if you check "yes" to any of the following statements.

- |   |   |  |
|---|---|--|
| 1. Changes have been made or are proposed to the SWMP since the last annual report, including changes in response to ADEQ's review. | YES <input type="checkbox"/>            | NO <input checked="" type="checkbox"/> |
| 2. The MS4 has annexed lands.   | YES <input type="checkbox"/>            | NO <input checked="" type="checkbox"/> |
| 3a. The MS4 discharges directly to an impaired water.   | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/>            |
| 3b. A water within 10 miles of the MS4's jurisdiction has been identified as impaired.  | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/>            |
| 4a. The MS4 discharges directly to water for which a TMDL has been established.   | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/>            |
| 4b. A TMDL has been established for a water within 10 miles of the MS4's jurisdiction.  | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/>            |
| 5. The MS4 has conducted analytical monitoring of stormwater quality.   | YES <input type="checkbox"/>            | NO <input checked="" type="checkbox"/> |
| 6. The MS4 is relying on another government entity to satisfy some permit obligations.  | YES <input type="checkbox"/>            | NO <input checked="" type="checkbox"/> |

**C. Stormwater Management Program Status.** Provide the status of every BMP and measurable goal in your SWMP as described in the instructions.

**TABLE 1**

<b>Minimum Control Measure(s)</b>	<b>BMP</b>	<b>Measurable Goal (steps to measure progress)</b>	<b>New or Revised</b>	<b>Start Date</b>	<b>Implementation Status/ Frequency/ Achievement Date (completed, in progress, not started)</b>
Public Education and Outreach	Collect information	City staff will contact agencies to get information and review web pages at least on semi-annual basis to get most up-to-date information.		April 2004	In progress. Other web pages were reviewed in preparation of community events: 4/22 Earth Day, 4/29 Water Wise Day. During these events, brochures were handed out, and stormwater pollution prevention and sanitary sewer dos and don'ts were talked about. City personnel attend quarterly Northern AZ Stormwater Pollution Alliance meetings. At these meetings Northern AZ city and county representatives discuss pertinent stormwater issues and programs.

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Public Education and Outreach	Develop a stormwater web page	Develop a stormwater web page		July 2004	In progress. City of Sedona maintains a section for this issue on its web page under Public Works > Stormwater in Sedona. The site visit count for the web page on November 9, 2009, was 1796, and on June 30, 2010, the count was 2683. The updates to the web page for FY 09/10 included the 2009 Annual Report, the Public Comment on Draft TMDL requested by ADEQ, and the ADEQ public notice for Oak Creek and Spring Creek Escherichia Coli TMDLs.
Public Education and Outreach	Use public media to disseminate information	Use public media to disseminate information		April 2004	In progress. The public works department has placed information in the Sedona Red Rock News. Articles were published in September 2009 (City dumpster placement for residents following flood), January 2010 (new Waste Water Ordinance related to grease interceptors), January 2010 (Oak Creek Bridge Demolished without Impacting Environment), May 2010 (City Seeks Feedback on Storm Water Quality Management Program). Stormwater related articles were also published in the e-news SedonaBiz.

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Public Education and Outreach	Develop a Speaker's Bureau	Creation of a list of speakers and topics and dissemination of the list to organizations likely to use speakers		Jan 2004	Although some topics have been developed, and the web site notifies people that speakers are available, no one has contacted us for talk.
Public Education and Outreach	Tributary Signage	Design and production of signage		Sept. 2004	Completed. Posting of signs at strategic locations. End Date June 2005: 25 signs were posted around community. In August 2010, the City ordered 25 replacement signs and 5 spares. The new signs are Engineering Grade with reflectivity. All 25 of the original signs were replaced in September 2010.
Public Education and Outreach	Outreach brochures	Develop brochures and fact sheets on stormwater issues targeted to specific audiences		Jan 2004	Completed. City developed brochures targeted to residents, contractors, and visitors in 2005. The resident and contractor brochures were handed out at the Earth Day and Water Wise Day events. They are also available in several lobbies in the City campus (city council chambers, Finance area where people pay sewer bills, and Community Development/Public Works building).

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Public Education and Outreach	Use media outlets and mail service to disseminate stormwater facts	Write three articles per year on stormwater for publication in local newspaper. Investigate disseminating stormwater issues through mail supplements and other media.		Jan 2004	Ongoing. Four articles were published in the Sedona Red Rock News during this reporting period, they appeared in September 2009, along with two in January 2010, and one in May 2010. The City places copies of its storm water brochure for residents in several of the City buildings for the public to pick up. 158 brochures were mailed to local contractors with a letter dated 07/06/2009, that reiterated information about the City Stormwater Ordinance (attached). 9229 Stormwater Pollution Prevention brochures were mailed to residents in July 2009. 114 Restaurant Pollution Prevention brochures were sent to restaurant owners in December 2009 (attached). The Oak Creek Watershed Council <a href="http://www.oakcreekwatershed.org">www.oakcreekwatershed.org</a> , published its web-based Oak Creek Chronicles newsletter 04/05/2010.

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Public Participation and Involvement	Revised FY 08/09: Encourage public participation with trash collection days	<p>Investigate creation of a trash collection day</p> <p>2007 addition – Request information from homeowners associations regarding neighborhood trash collection days.</p> <p>Added in 2008- Participate in at least 2 trash pick-up events.</p>		Jan 2004	<p>There does not seem to be much interest from neighboring cities at this time. This goal was revised in the August 07-management plan revision to require as a measurable goal that Neighborhood Associations be contacted regarding their trash days. 32 Associations were contacted in October 2008, all except one did not have a trash collection day. The City also did a survey in September 2008 regarding the general issue of trash pick-up. It indicated that about half of the responding Associations believed that one-mile or less was the preferred distance to go to dump lawn clippings. In response to a June 2006 letter from ADEQ, another BMP was added to the Revised 2008 Management Plan. It should be noted that in the City of Sedona and surrounding areas, a non-profit volunteer organization known as Keep Sedona Beautiful has been picking up roadside ditch trash for over 30 years on a weekly basis. The city has recognized those accomplishments and worked with this organization on a number</p>

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					<p>of occasions throughout the years. The Oak Creek Watershed Council organized trash pickup events along the banks of Oak Creek during this reporting period. In Oct. 2008, the City started a Neighborhood Cleanup Program by offering one "roll-off" dumpster placement per month in a requesting subdivision. For FY 09/10, requests were made from three subdivisions, and a dumpster was placed over a weekend in each of the three corresponding months for those requests. Due to budget constraints, this program was discontinued beginning November 2009. In January 2010, the City sponsored a Christmas tree collection at the corner of SR 89A and Saddle Rock Circle, as it has been doing for over 10 years. The City participated in a yard waste clean-up day with the Sedona Fire District on May 21, 22 and 23, 2010. An Electronics Recycling day was held at the Prescott Wal-Mart on 1/9/10. The City contributes over \$27,000 in annual funding to the Sedona Recycles center on Shelby</p>



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					Drive to which many citizens take bottles, cardboard, glass and other recyclable material.
Public Participation and Involvement	Investigate development of regular programs to raise awareness	<p>Form a City Staff Action Group</p> <p>Provide a public response element to the City website for storm water</p> <p>Added 2007 - Hold one public meeting annually to receive comments on stormwater quality issues</p> <p>Post NOI and SWMP on the City website.</p> <p>Added 2008 – Work with Sedona Recycles to develop a program to pick up material around the recycle site. There</p>		Jan 2004	<p>Stormwater was one of the featured issues at this year’s Earth Day in April. Formation of a Stormwater Action Group. The Group started meeting in August 2007.</p> <p>City staff has been participating in a Stormwater Action Group. The Group reviewed the revised Stormwater Management Plan and the Stormwater ordinance. The Group has reviewed mailings and made program recommendations. The group met on June 15 during this reporting period.</p> <p>The public has the opportunity to respond or make comments related to stormwater by using email links to City staff from the City website.</p> <p>The City placed an article in the Sedona Red Rock News in May 2010 requesting public comment on the Stormwater Quality Management Program. No comments were received.</p>

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		<p>are drainages adjacent to the site.</p> <p>Seek out sponsors and partnerships to increase public awareness of stormwater quality issues.</p>			<p>The NOI and SWMP are on the City website.</p> <p>The staff at the Sedona Recycles Center on Shelby Drive is now educated on the importance of keeping the area and adjacent channels clean. They have been doing a good job on this detail.</p> <p>No partnerships or sponsors have been developed yet, although several public activities such as Earth Day and Water Wise Day are being used to get the message out. The Oak Creek Watershed Council has also been doing great work at increasing public awareness, as well as cleanup efforts.</p>
Illicit Discharge and Elimination	Develop City Ordinance	Develop City Ordinance		Jan. 2004	Complete. A new ordinance was approved by the City Council on November 13, 2007 (City Code Section 14). Provisions regarding stormwater discharges were included in an update to provisions of City Code Section 7 approved on June 10, 2008.

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Illicit Discharge and Elimination	Identify locations of outfalls to major water bodies	Identify locations of outfalls to major water bodies		February 2003	<p>Completed. This is a task under the City's Storm Water Master Plan. End date March 2005.</p> <p>Ongoing. City is proceeding to inspect outfalls beginning October 2007. Outfalls to Oak Creek in the Sky Mountain and Yavapino Estates areas were identified and inspected in September 2009 and May 2010.</p>
Illicit Discharge and Elimination	Implement Inspection Program	Implement Inspection Program		Jul 2006	City is proceeding to inspect outfalls beginning October 2007. See item above.
Illicit Discharge and Elimination	Eliminate Illicit Discharges	Eliminate Illicit Discharges		Jul 2007	<p>This is an ongoing task: Enforce adopted ordinance. City has sent out notice to all of City in this reporting period. Also, City Council had authorized hiring an Environmental Inspector in FY 08/09. Although, due to budget constraints associated with the current economic conditions, the Environmental Inspector position has not been filled. The City is enforcing provisions of Land Development Code and City code that it adopted regarding grading and erosion controls, and covered loads.</p> <p>FY 2009/2010: The Sedona Chapel</p>

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					<p>Area Sanitary Sewer and Drainage Project began in September 2008, and it was completed in August 2010. The sewer portion of the project included installation of mainline and 379 new service laterals to individual parcels. This centralized wastewater system protects the environment and public health by eliminating on-site waste treatment systems.</p> <p>FY 2009/2010: The City of Sedona Public Works Engineering Department has been working with Fann Construction to install 11,280-gallon bypass wet wells at the three major sewage pump stations. The bypass wet wells will allow for preventative maintenance on the primary wet wells, as well as, additional capacity during emergency situations. All three of the new bypass wet wells are now operational. This project is scheduled for completion in January 2011. This project reduces the potential for sewer spills at the three major sewage pump stations.</p> <p>In June/July 2009, we took a proactive measure with Sedona Rouge Resort at</p>

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					<p>2250 W. SR 89A by notifying them that the stormwater from their building and parking area runs directly into the MS4. They completely cleaned out the first-flush retention area and submitted a Stormwater Operations and Maintenance Plan for their facility.</p> <p>In June/July 2009, we took a proactive measure with The Hyatt Resort at One N. SR 89A by notifying them that the stormwater from their building and parking area runs directly into the MS4. They submitted a Stormwater Operations and Maintenance Plan for their facility and oil/water separators.</p> <p>07/16/09: A private sewer spill occurred at Sedona Eye Care &amp; Dental at 95 Soldiers Pass Road. The spill area was immediately cleaned up and decontaminated by a City crew. We were assured in writing that medical rags and dental bibs would be disposed of properly in the future (since that's what appeared to be the culprit).</p> <p>08/18/09: A City employee witnessed an employee of the Giant gas station at 2960 W. SR 89A pressure washing the</p>

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					<p>parking area and filling bays and allowing the runoff to enter the MS4. Through letters to the Giant employee, the District Manager, and the Deputy General Council, we finally received a Stormwater Control Operations and Maintenance Plan on 6/28/10, along with a revised Plan (per our request) on 10/5/10.</p> <p>11/06/09: The City of Sedona was copied on a letter from ADEQ NRO that was sent to a Sedona resident. The letter discussed some algal growth that was supported by the daily flushing of a AZ Water Company well. An 11/13/10 letter from the City to ADEQ, assured that the affected reach of the wash was on schedule to have large culverts installed for a few hundred feet (thus mitigating this problem). This phase of the drainage project is now complete.</p> <p>02/09/10: The resident at 30 Pine Knolls Drive was notified by letter that per an EPA inspection of the SR 179 Project area, there was evidence of eroded materials migrating from a fill slope. This situation was addressed by ADOT's contractor on the SR Project.</p>

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					<p>02/16/10: The resident at 2412 Sanborn Drive was notified by letter that mitigation measures needed to be put in place to control the migration of silt deposits from his property. An inspection on 3/18/10 showed that riprap control measures had been installed.</p> <p>3/19/10: ADOT responded to the EPA and ADEQ regarding a 3/12/10 Findings of Violation and Order of Compliance based on a 2/5/10 inspection of the SR 179 Project area. The letter and exhibits point out how ADOT had complied with and remedied each of the findings of violation.</p> <p>03/19/10: A letter was written to the owner of Adobe Grand Villas at 35 Hozoni Drive regarding painting equipment cleanup at a storm drain inlet. A letter received 3/25/10 from the Villas Manager stating that they had cleaned up the affected area and that his maintenance person had been instructed to not repeat this practice. Physical inspection by City personnel showed compliance as well.</p>

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					04/02/10: A letter was written to the owner of Sedona Lube Services at 2745 W. SR 89A regarding washing vehicle bays and flushing to the street. A letter from the business owner dated 4/19/10 stated that they are aware of our Storm Water Ordinance and that their daily bay cleaning procedure is done by mop and bucket, with the bucket water being disposed of into the waste oil collection tank. Apparently, they were washing a vehicle near their third bay when the City employee witnessed and misread the event.
Construction Site Runoff Control	Establish Ordinance addressing construction site runoff	Establish Ordinance addressing construction site runoff		Jul 2004	Complete. Land Development code changes addressing grading completed in 2006 (Article 8 Section 805.06). City Code Section 7-15 "Rights-of-Way" modified to address work in the public Right-of-Way in June 2008.



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Construction Site Runoff Control	Develop a list of preferred Construction site BMP	Develop a list of preferred Construction site BMP		Jan 2005	Ongoing. Development of a formalized list of BMPs and listing of benefits. The city has been suggesting practices for several years now. The City web site contains guidance for contractors in locating BMPs. The City has developed a brochure for Contractors that contains BMP examples and directs them to the EPA site for BMPs. The benefits of BMPs are explained in that brochure. The brochure is available to the public in the entrance area where contractors come for permits.
Construction Site Runoff Control	Develop an educational program	Develop an educational program		January 2003	Ongoing. The City continues to distribute brochures. The City mailed 158 brochures to various contractors (i.e., landscaping, concrete, painting, general, and excavators) in July 2009. During plan reviews for developers, storm water pollution prevention measures are required. As a corrective measure and educational tool, deficiencies needing to be addressed are documented and given to the contractor for action.  A City of Sedona NOI Form was

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					developed in FY 08/09 and is required to be completed and signed as part of the permitting process for projects that have the potential of generating stormwater pollution.
Construction Site Runoff Control	Review site inspection program	Review site inspection program Provide training regarding the site inspection program		January 2004	<p>Ongoing. The City has begun and is continuing a program to monitor compliance with permit conditions regarding erosion control and site SWPP. The training program needed to be strengthened through more formalized and regular training. This regular training was started in 2007. One such training session was held with 22 City staff participants on 10/21/09.</p> <p>This year the City has relied on inspection of permitted construction sites. At present one individual assisted on occasion by three others in the City may perform site inspections. The three other work primarily with City projects and commercial development projects.</p> <p>Three City staff members attended and participated in monthly SWPP meetings hosted by ADOT in relation to the SR 179 Project.</p> <p>Per comments made regarding the</p>

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					revised 2007 Annual Report in ADEQ September 5, 2008, letter, it is being clarified that the City's Commercial and Residential Inspection policy required that active commercial developments be inspected on a weekly basis while single family residential developments are inspected intermittently. During this reporting period, 61 residential site inspections were conducted (the low number is in direct correlation with the reduced number of building permits being issued as a result of the poor housing market). Beginning 7/1/09, documentation of weekly inspections for commercial development project sites was carried out through email correspondence between the inspectors and their supervisor. During this reporting period, a total of 157 weekly SWPP inspections were performed on 10 different commercial or capital improvement projects.
Construction Site Runoff Control	Develop a notification procedure to inform offending parties of discharge	City staff will establish notification guidelines for violators of the City Codes related to stormwater		Jan. 2004	Ongoing. The City continues to monitor ongoing construction projects. The procedure followed is a verbal warning, written notice to correct, and if necessary take action to stop construction, deny occupancy, or file charges. At this time, verbal and

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	violations to respond and correct such discharge violations.	runoff.			written notices have secured correction. In correspondence dated June 2008, ADEQ requested that the City report the number of warning and written notices provided. Our records show 8 written notices in FY 09/10 all of which were satisfactorily resolved. The number of verbal warnings is not known (we typically try to avoid verbal warnings by using email so that we have a written record); however, if an issue was not timely resolved a written warning is sent. The city estimates that it conducted approximately 218 site inspections on commercial, residential, and capital improvement projects during this reporting period.
Post – Construction Runoff Control	Review current City Ordinance	City staff will review all current City ordinances related to long-term drainage and erosion control		July 2004	Completed and ongoing. The City has reviewed Land Development and City Code provisions for changes. As other deficiencies appear, additional changes will be made. As previously stated, changes have been made to Section 8 of the Land Development Code, and Sections 7 and 14 of the City Code.

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Post – Construction Runoff Control	Review current City Ordinance	City staff will train building inspectors to identify violations of our compliance with the Stormwater Ordinance's design criteria.		April 2006	The ending date was missed, although the City did pursue this goal. The adoption of the storm water ordinance needed to precede this effort. The intent was to start this in 2008 as part of the in-house training. The first such training occurred on 11/20/07, with 20 City staff participants. On 10/21/09, a training session was held with 22 City staff participants, including the Chief Building Inspector. All participants of these trainings took tests and signed a signup sheet.
Post – Construction Runoff Control	Investigate development of a site inspection program	The City will investigate a site inspection program that institutes maintenance requirement for structural and non-structural BMP's for long-term soil stabilization and water quality improvement.		Dec. 2006	Not started in this reporting period. This was partially accomplished in preparing a Stormwater Ordinance that was presented to the City Council in November 2007. Public Works staff did request an Environmental Inspector in the FY 08/09 budget, The position was approved, and recruitment started in August 2008. However, due to budget constraints associated with the current economic situation, the Environmental Inspector position has not been not filled.  Letters were written to the existing

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					businesses of Hyatt Pinon Point, Sedona Rouge Hotel, and L'Auberge Resort regarding post-construction runoff control. All three of these businesses addressed our concerns and provided a written SWPP Maintenance Plan. As time allows, additional letters will be written to property owners regarding maintenance of existing retention areas.

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Post – Construction Runoff Control	Investigate development of a site inspection program	The City will investigate how enforcement actions will be taken on those who violate the City ordinance in accordance with the City's ordinance enforcement code.		Dec. 2006	<p>Not started in this reporting period. Development of an ordinance that was presented to the City Council in November 2007 did include such an investigation. Actions were taken to make people aware of the ordinance as part of the process. The ordinance is posted on the City web page. Efforts were planned to intensify in FY 08/09 with the hiring of an Environmental Inspector. However, due to budget constraints, the Environmental Inspector position was not filled. Existing City staff are being utilized in this effort.</p> <p>The letter dated 07/06/2009, which was mailed to 158 local contractors provided information regarding the City Stormwater Ordinance (attached).</p>
Post – Construction Runoff Control	Use of structural BMPs for long-term drainage and erosion control	City staff will identify and incorporate into plan review guidelines preferred structural BMP's designed for long-term drainage and		Jul. 2004	<p>Ongoing. Staff still needs to identify the preferred structural BMPs. Some progress has been made on this goal through development of the updated stormwater management plan (August 2007) as required by ADEQ letter dated June 6, 2008.</p> <p>We require oil/water separators or</p>

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		erosion control to be used for SWPPP.			first flush retention for new parking lots. Stormwater detention is required on projects that will increase runoff by more than one CFS. This detention has the effect of reducing potential erosion. We also require a Post Construction BMP Maintenance Plan on many commercial projects.
Pollution Prevention/Good Housekeeping	Educate City Employees on the Stormwater Program	City Engineer to meet with other City Department heads to discuss the program and assist them in implementing the program.		Feb. 2004	This is an ongoing task:  On 10/21/09, a training session was held with 22 City staff participants. All participants of these trainings took tests and signed a sign up sheet.
Pollution Prevention/Good Housekeeping	Review existing City operation and maintenance programs to determine how to meet the objectives of the Stormwater Management Program.	Department Heads will meet annually with their staff to review and improve existing operation and maintenance programs in their units aimed at incorporating the objectives of the SWMP. Department heads		February 2004	This is ongoing. The City is developing comprehensive criteria regarding the use of fertilizers, herbicides, pesticides, and other chemicals in an effort to reduce impact on the environment. During this reporting period, the City Maintenance Division developed written guidelines for work crews regarding work practices to prevent stormwater pollution (attached).  The City Engineer is working to involve other departments in this aspect of the



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		will provide update reports to the City Engineer on their programs			<p>program by reminding them of the need to inform their staff of the need to reduce stormwater pollution. Again, on 10/21/09, a training session was held with 22 City staff participants.</p> <p>No annual reports are currently being received from other departments. The Public Works Department, which includes engineering, streets and storm drainage maintenance, and wastewater prepares this report.</p> <p>The City approved sweeping of City parking lots in the FY 08/09 budget. The City owned parking lots at City Hall, Uptown Sedona, Sunset Park, and Posse Grounds Park were swept by a mechanical vacuum type street sweeper in November 2009, January 2010, and May 2010. All City maintained streets with curb &amp; gutter were swept in Sept. 2009 and March 2010. Reporting forms were prepared in FY 2009/10. Billing receipts for street and parking lot sweeping are used for records.</p> <p>In May of 2009, the City installed oil/water separators in three stormwater inlets in the City Hall parking lot, at</p>

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					three catch basins on Forest Road, and at Wayside Chapel. As part of the SR 179 Project, the City has worked with ADOT to ensure the installation of high capacity oil/water separators to treat runoff collected between curb & gutter for the portions of the roadway that drain to the Oak Creek Bridge and Morgan Wash. City personnel maintain all of these oil/water separators on a routine basis.
Pollution Prevention/Good Housekeeping	Develop a SWPP for every CIP	Develop a SWPP for every CIP		January 2003	Ongoing. The City has this as a standard part of its specifications for CIP. We continue to improve the specification as necessary. During FY 09/10, the City CIP program included the following projects within the City: The Chapel Sewer and Storm Drain Project, the Three Major Pump Stations Project, Phase II of the SR 179 Project, Phase I of the Harmony/Windsong Drainage Project, Posse Ground Road Sidewalk Project, Sunshine Lane Flood Rehabilitation Project, and several small sewer rehabilitation projects. Each of these projects required a Storm Water Pollution Prevention Plan.

Minimum Control Measure(s)	BMP	Measurable Goal (steps to measure progress)	New or Revised	Start Date	Implementation Status/ Frequency/ Achievement Date (completed, in progress, not started)
Pollution Prevention/Good Housekeeping	In-house inspection program	The City will implement an inspection program aimed at enforcing the current operations and maintenance programs. The program will include inspection of parking areas for oil and grease runoff.		Oct. 2004	Not started formally. Vehicle inspections are being done, but inspection of parking areas for oil and grease runoff has not been implemented. This is to be an ongoing program. The program needs to be formalized so that parking area inspections are conducted. No steps were taken to formalize an oil/grease inspection program for the parking lot. However, City owned parking lots are swept on a regular basis, and oil/water separators were installed in the stormwater inlets at the City Hall parking lot.

City Implementation	Investigate Staff Resource needs	Review six control measures and identify staff and resource requirements. Recommend program funding annually		January 2004	This is an ongoing task: The City has created a budget classification for storm water items in the FY 05/06 budget. Public Works staff made another request for an Environmental Inspector in the FY 08/09 budget, and the position was approved by City Council. Although, due to budget constraints associated with the unanticipated economic conditions, the Environmental Inspector position has not been filled.
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					The City has appropriated funds for sweeping City Park and City Hall parking lots.
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Note: If you have developed a stormwater ordinance during the last reporting period, include a description or citation of the ordinance, or simply attach a copy of the ordinance.

**D. Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature Charles Mosley Date 11/3/2010

Name (printed) Charles Mosley

Title Public Works Director/City Engineer

## INSTRUCTIONS

Regulated Municipal Separate Storm Sewer Systems (MS4s) must submit annual reports to Arizona Department of Environmental Quality (ADEQ) for each year of the permit term. In compliance with the MS4 General Permit, an MS4 must annually review its Stormwater Management Program (SWMP) in conjunction with the preparation of the annual report. This document is a suggested format for annual reporting.

Submit a signed copy of your annual report no later than September 30 of each year to:

Arizona Department of Environmental Quality  
Surface Water Section/ Stormwater & General Permits Unit (5415A-1)  
1110 West Washington Street  
Phoenix, AZ 85007

### A. General Information

Provide the name of the municipality or owner/operator of the storm sewer system.  
Provide the name, telephone number, and email address for the stormwater program contact person.

Place a check mark in the box corresponding to the current annual report year.

### B. SWMP Modifications and Additional Information

1. **Changes have been made or are proposed to the SWMP.** Modifications to the SWMP must be addressed in the annual report in accordance with Part V.E. and Part V.G. of the Permit. If ADEQ notified you during this reporting period that changes to your SWMP were necessary, you must check "yes" to this question.

Be sure to provide the following information in the attached explanation:

- a. Describe changes made to best management practices (BMPs), measurable goals, dates, contacts, procedures or details during the last reporting period.
  - b. If changes include additions or substitutions of BMPs, please indicate this. Include a written analysis explaining why the original BMP is ineffective or infeasible and why the replacement BMP is expected to achieve the goals of the original BMP.
2. **The MS4 has annexed lands.** Attach a description (or map) indicating the annexed area, the BMPs to be implemented, and any resulting updates to the SWMP.
  3. **A water is listed as impaired.** ADEQ has completed Arizona's 2006/2008 List of Impaired Waters. Since the list has been updated, you may discover that your MS4's receiving water(s) is now listed as impaired. Please determine if your

receiving water(s) has been assessed as impaired. The 2006/2008 List of Impaired Waters has been posted on ADEQ's web site at <http://www.azdeq.gov/environ/water/assessment/assess.html>

- a. If your MS4 discharges directly to an impaired water, you must amend your SWMP to control the discharge of listed pollutants and ensure to the maximum extent practicable that discharges from the MS4 will not cause or contribute to exceedances of surface water quality standards. The SWMP must also identify BMPs to control discharges and include monitoring of their effectiveness (Permit Part I.D.5.b and Permit Part V.F.1). Attach a copy of this section of the SWMP to the annual report.
  - b. If you locate an impaired water within 10 miles of your jurisdiction, you must identify the sources of pollutants of concern to that water and evaluate the likelihood of your MS4's discharge contributing to the water's impairment. Attach a brief explanation to the annual report.
4. **A TMDL has been established.** A Total Maximum Daily Load (TMDL) is the maximum amount (load) of a water quality parameter which can be carried by a surface water, on a daily basis, without causing an exceedance of surface water quality standards. A list of the established TMDLs for impaired waters is located on ADEQ's web site at: <http://www.azdeq.gov/environ/water/assessment/status.html>.
- a. If your MS4 discharges directly to water for which a TMDL has been established:
    - i. and the TMDL includes a wasteload allocation or load allocation for your MS4, you must amend your SWMP to describe what BMPs you will use to meet the allocation(s) and to describe the monitoring program associated with the pollutant of concern. Include a description and schedule for implementation of additional BMPs to ensure compliance with the TMDL. You must also attach to a description of the SWMP amendment to the annual report.
    - ii. but the TMDL did not allocate a load or wasteload to the MS4, attach a statement stating so to your annual report.
  - b. If a TMDL has been established within 10 miles of your jurisdiction and does not include an allocation for your MS4, you must evaluate the likelihood of your discharge contributing to that water's impairment. Attach a brief explanation to your annual report.
5. **The MS4 conducted analytical monitoring of stormwater quality.** Attach to the annual report any monitoring data used to evaluate the success of the SWMP to reducing pollutants to the maximum extent practicable. The summary should include a discussion of results. Data collection must follow the requirements of Permit Part V.F and Part VI.K.
6. **The MS4 is relying on another government entity to satisfy some of the permit obligations.** If you are relying on another entity to satisfy permit obligations, attach a statement to the annual report identifying the entity and the elements the entity will be implementing. A description of the agreement or written documentation of the agreement must be included in the SWMP.

### C. Stormwater Management Program Status

Each MS4 is required to evaluate compliance with permit requirements and assess the appropriateness of the BMPs in reducing the discharge of pollutants to the maximum extent practicable. The purpose of the annual report is to report the status of compliance with permit conditions, specifically the implementation of selected BMPs and the progress towards achieving the measurable goals for each BMP.

Using the table format provided on page 2 and following the example on page 6 of this document, summarize the status of all BMPs specified in your SWMP, as follows:

**Minimum Control Measure(s):** Specify the minimum control measure (MCM) addressed by each BMP. The six MCMs are listed in Part V.B. of the permit. Some BMPs may address more than one MCM.

**BMP:** List ALL of the BMPs specified in your SWMP, including any new BMPs. BMPs are the specific, long-term activities and practices that will be implemented to prevent or reduce stormwater pollution from the MS4. Examples include stormwater public service announcements, MS4 outfall inspections, and construction site plan review.

Note: If you have developed a stormwater ordinance during the last reporting period, include a description or citation of the ordinance, or simply attach a copy of the ordinance.

**Measurable Goals:** List ALL measurable goals in your SWMP, including any new measurable goals. Measurable goals are the ongoing tasks and interim steps that demonstrate progress toward implementing a specific BMP. They are used to measure the effectiveness of your SWMP and compliance with the permit. Each BMP must include specific measurable goals. For instance, the measurable goals for the BMP “establishing a stormwater web page” might include “researching stormwater pollution prevention materials”, “drafting web page text”, “designing web page layout”, and “distributing final draft for approval”. Upon implementation, additional measurable goals that track progress of the BMP may include “annual review and update of the web page” and “tracking the number of “hits” to the web site”.

**New or Revised:** Place an X in this column if the BMP or measurable goal is new or revised, such as replacement with another BMP, addition of a new measurable goal, or revision of a start date, etc. Briefly explain the change to the SWMP in the “Implementation Status” column.

**Start Date:** Specify the scheduled start date (month and year) for each measurable goal.

**Implementation Status:** Indicate the implementation status (such as completed, in progress, or not started) of each measurable goal as of June 30 of this reporting cycle. If an activity is completed, indicate the achievement date. If an activity is in progress, provide the expected achievement date. If an activity has not yet been started, indicate the expected achievement dates. In addition, use this column to briefly explain the frequency of on-going BMPs.

The following table is an example of the type of information to be provided in the annual report:

**EXAMPLE**

<b>Minimum Control Measure(s)</b>	<b>BMP</b>	<b>Measurable Goal (steps to measure progress)</b>	<b>New or Revised</b>	<b>Start Date</b>	<b>Implementation Status/ Frequency/ Achievement Date (completed, in progress, not started)</b>
Pollution Prevention/Good Housekeeping for Municipal Oper.	Train all public works and streets staff	Approx. 20 staff trained annually. Staff educated on good housekeeping/ pollution prevention and upcoming stormwater ordinance		April 2004	In progress, annual training every April.
Illicit Discharge Detection and Elimination	Perform field screening of outfalls	Completed storm sewer system map includes all outfalls and names and locations of all waters of the U.S.		January 2005	Completed June 2005.
Construction Site Control and Post-Construction Site Control	Implement stormwater ordinance for construction and post-construction runoff control	Researched other municipalities' ordinances	X	July 2004	Completed. Revised start date from March 2004 to July 2004.
Construction Site Control and Post-Construction Site Control	Implement stormwater ordinance for construction and post-construction runoff control	Integrated language from model ordinance		September 2004	Completed December 2004.
Construction Site Control and Post-Construction Site Control	Implement stormwater ordinance for construction and post-construction runoff control	Stormwater ordinance has been drafted		March 2005	In progress. Draft ordinance presented to City Council June 2005. Approval pending, expected completion date July 2005.

**D. Certification**

The annual report must be signed by either a principal executive officer or ranking elected official, or by a duly authorized representative (refer to Permit Part VI.L).



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