ADOPTED
2012 Coalition Work Plan

Prioritized List of Coalition Activities
(***High-In Bold/Large Font; **Mid; *Low Priority)

Note: Work Plan items based on SPDES MS4 Permit GP-0-10-002 Requirements

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1. Manage Coalition operations (All items listed below***)

A. Organize and prepare meeting materials (Working Group, Board of Directors, and Sub-Committees)

B. Administer host related support services (purchasing, personnel, information services, contracts, budgets, legislation/RLAs)

C. Manage MS4 Permit Manager and Albany Internet Mapping System maintenance contracts such that bills are paid and maintenance deliverables received

D. Facilitate shared decision making related to Coalition operations and MS4 permit implementation

E. **Prepare for the end of the Intermunicipal Agreement contract (December 31, 2012) and consider a range of water quality management options**

F. Manage Coalition grant (NYSDEC SW Implementation Grant-EPF WQIP Contract No. 304384)

2. Implement MS4 Permit Part IV (SWMP) and Part V (Annual Report) requirements

A. Storm Water Management Program Plan (All items listed below***)

(1) Develop a SWMP Plan which incorporates both Coalition and Individual MS4 BMPs and Measurable Goals

(2) Use MS4 Permit Manager to create an electronic, web accessible SWMP Plan and document Coalition related Best Management Practices and Measurable Goals

(3) Use Albany Internet Mapping System to develop Stormwater Management Program Plans based on geographic information contained within AIMS (human and physical)

(4) Train each Coalition Member in use of both MS4 Permit Manager and the Albany Internet Mapping System for multiple purposes

(5) With Coalition members, develop a list of geographic areas of concern and priority sub-watersheds, for incorporation into SWMP Plans.

B. Annual Report (All items listed below***, unless indicated otherwise)

    (1) Assist Coalition members with Annual Report preparation

    (2) Record throughout year, relevant Annual Report data, and incorporate into Annual Report (Joint MS4 Data)

    (3) If consensus, submit a Joint Annual Report, as described in Annual Report Form

    (4) If Joint Annual Report, prepare and present summary data related to the Joint Annual Report

    (5) If Joint Annual Report, post and or arrange to have posted on website, the Joint Annual Report

    (6) Organize a Joint Annual Report Public Meeting**

3. Implement components of a shared Public Education and Outreach Program (MCM1)

A. Website (All items listed below***, unless indicated otherwise)

    (1) Manage website vendor contract

    (2) Assemble and convert to web-friendly format website documents for posting

    (3) Arrange all server purchases and domain name related to website

    (4) Launch Coalition website

B. Publications, Videos, CD-ROM, and Other Media

    (1) Provide Coalition members with relevant, printed and/or video-type educational material**

    (2) Maintain database which notes type and amount of printed material used and distribute by Coalition members **

    (3) Maintain database which notes distribution and use of other educational material (videos, webcasts, etc) **

    (4) Research availability and price of new educational materials (printed or videos), as needed *

    (5) Develop, in-house educational materials, as needed*

        -May include creation of videos for posting on website (construction inspections, how to build rain garden, macroinvertebrate collecting, GTKTSND)

        -Handouts targeting specific pollutants of concern noted during neighborhood inspections

        -Storyboards for use in small group presentations

        -Maps which explain local watershed features and Coalition activities

    (6) Promote use of existing educational material purchased by Coalition members*

C. Outreach and Education Programs (School Groups, Neighborhood Groups, Clubs, MS4 Staff/Officials, Other) (All items listed below***, unless indicated otherwise)

(1) Upon request, prepare and present educational programs to include core educational content and Project Wet activities

Educational content concepts:
- Watersheds, run-off, the water cycle, and land use implications
- Stormwater conveyance systems; CSOs/MS4s; and sewersheds
- Your watershed and neighborhood pollutants of concern
- Water quality assessments and macroinvertebrates
- Land use planning and green infrastructure
- Financing water quality protection

(2) For relevant municipal staff and elected/appointed officials, based on grant survey results, develop and present educational workshops

4. Implement components of a shared Public Involvement and Participation Program (MCM2)

A. Continue Getting To Know The Stream Next Door Program, with emphasis on Tier 1 Biological Assessments (public participation), as adapted from the Hudson Basin River Watch Guidance Manual**

Possible locations (need stream with riffles):
- Village of Colonie (Shaker tribs)
- Town of Bethlehem (Dowerskill?)
- City of Watervliet (High School)
- Town of Guilderland (Normanskill-Rodger's Fire House)
- Town of Colonie (Near Blue Creek Elementary)
- Village of Menands (Krommakill?)

B. Recruit and work with students interested in conducting stormwater related research projects*

(1) Assist with project ideas*

(2) Establish productive working relationships with supervising professors*

C. Research, support and engage existing volunteer initiatives/networks interested either directly or indirectly in water quality*

Existing volunteer networks:
- Cornell Cooperative Extension Master Gardens and Rain Gardens
- Littoral Society and Beach/Stream Clean Ups
- Rotary Club and Community Service-Water Quality Priority
- Trout Unlimited and Stream Restoration
- Community Gardens/SWCD and Tree Plantings

D. Research and develop capacity of Coalition to initiate and manage Center for Watershed Protection Unified Subwatershed and Site Reconnaissance (USSR)*

(1) Organize and fund CWP training related to Unified Subwatershed and Site Reconnaissance*

(2) Identify assessment area or subwatershed and identify/recruit volunteer group for USSR pilot project*

> Possible groups:
> -Buckingham Pond Conservancy
> -Siena College Undergrad Student from Environmental Studies program
> -McKownville Improvement Association
> -Delaware Avenue Neighborhood Association
> -Watervliet Beautification Committee
> -College of St. Rose Environment Club
> -Trout Unlimited

D. Discuss with Albany County Soil and Water Conservation District, Cornell Cooperative Extension, and Hudson River Estuary Program staff shared program areas and opportunities for collaborative programming (ex. Rain Garden project; SWCD Tree and Shrub Plant Sale-Stream Buffer Planting Project-Youth Court Community Service Hours; Trees for Tribs) **

5. Mapping (MCM 1, 2, and 3) (All items listed below***, unless indicated otherwise)

A. Implement grant deliverables, as described in the NYSDEC EPF WQIP Grant, the purpose of which is to complete Coalition wide stormwater conveyance system mapping using GIS, to include sewershed boundaries, prioritized based on the following watersheds:
> -Krommakill
> -Dry River
> -Patroon Creek
> -Krumkill
> -Salt Kill
> -Green Island and Watervliet
> -If possible, additional watersheds and/or select areas within MS4s

B. As a Coalition, continue to support stormwater program functionality built into the password accessible Albany Internet Mapping System

> Functionality includes:
> -Outfall data mapping and data collection (MS4 permit manager integration)
>
> -Tracking of pollutants of concern using contour map layer
>
> -Green infrastructure analysis based on soil groups (HSG A, B, C, and D; Hydric; Soil Survey map unit data); elevation data (contours); and tax parcel data
>
> -Subwatershed based analysis using HUC 12 and Stream Stats delineations
>
> -Identification of jurisdictional boundaries related to enforcement of all stormwater laws
>
> -Targeted public education programs based on census data, subwatershed or small drainage area boundaries, and voting districts

C. Support a careful look at local/County GIS capacity and opportunities for shared services. Consider and/or support public version of AIMS (minus select infrastructure layers)*

D. Re-visit overall management of AIMS and invite interested municipalities, Albany County, and other users to explore ways to expand use and support the continued maintenance of key GIS layers***

6. Support individual MS4 Illicit Discharge, Detection, and Elimination (IDDE) program implementation (MCM 3)

A. Provide Coalition staff for Outfall Reconnaissance Inventory***

B. Purchase and/or develop educational material related to field identified illicit discharges, best remedied through education*

C. Mapping—see above

7. Green Infrastructure Training and Model Local Laws (MCM 1 and MCM 5) (All items listed below***, unless indicated otherwise)

A. Survey municipal officials re: knowledge of green infrastructure practices and principles and identify training needs, also conduct training workshops (see Item 3c(2).***

B. Inventory existing local laws using mutually agreed upon green infrastructure tools (Ex, EPA Water Quality Scorecard)***

C. Guide research of model green infrastructure laws and with consultant create model green infrastructure local laws (~2 year time frame)***

8. Good Housekeeping and Municipal Operations (MCM6) (All items listed below***, unless indicated otherwise)

A. Organize and implement one on-site, in-house facility audit trainings (City of Watervliet)

B. Coordinate the circulation of spill response training material for all relevant Coalition members and MS4 staff (EXCAL Spills and Skills Video)

C. Research and possibly implement a group buy of Spill Kit materials

9. Enforcement

A. Organize an in-house workshop to explore existing enforcement strategies for all Coalition members (IDDE and Construction Stormwater Management and Erosion and Sediment Control Local Laws; Traditional Non Land Use Control MS4s-Albany County; and Non-Traditional MS4-SUNY Albany)**

(1) Inventory existing enforcement procedures and identifying strengths and weaknesses of each
(2) Consider and possibly standardize some or all enforcement related procedures

B. Post on Coalition website enforcement criteria, strategies, and other relevant information***