

**Phase II Stormwater Permit Implementation Project
State Assistance for Municipal Separate Storm Sewer Systems (MS4s)
Environmental Protection Fund**

**Contract #: C302499
Start Date: July 1, 2003
Completion Date: September 30, 2007**

**FINAL REPORT
(Submitted September 18, 2008)**

I. Municipal Agency and Contact Information

A. Municipal Agency: Albany County

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III. Overview of Project

A. Narrative

This grant was awarded to Albany County and eleven participating regulated municipalities ("MS4s) in July, 2003. For several different reasons, significant project implementation began two years later, in August, 2005, when a part-time staff person (Stormwater Program Coordinator) was hired. In general, throughout the implementation of the grant, all involved were attempting to better understand permit requirements, while trying to successfully deliver on grant deliverables, while complying with high priority permit requirements, as defined by NYSDEC.

In general, from the outset, there proved to be considerable variation, one municipality to another regarding permit awareness and commitment to implementation. With time, as NYSDEC moved forward developing a more refined annual report form, MS4 staff received annual report comments from NYSDEC staff, and NYSDEC proved to be ready and willing to take enforcement action, permit awareness expanded beyond a core group of municipal staff. With greater understanding and valuable field experience implementing various grant deliverables, some tasks listed in the Work Plan remained the same, while others were altered to better reflect municipal capacity and interest. The attached Objectives, Tasks, Deliverables, Final Comment Chart describes in detail the status of each task and any changes.

Also, in 2006, with assistance from the Stormwater Program Coordinator, the same group of municipalities and Albany County successfully applied for a second NYSDEC Stormwater Implementation Grant (\$258,000). Implementation of that second grant began on October 1, 2006 resulting, to some extent, in the merging of grant deliverables, such that activities associated with one grant, were also associated with the second grant, with a variety of concerns and issues determining which tasks needed to be completed by when. Consequently, the actual time-line for completing the stated tasks in this contract extended beyond the contract end date of September 30, 2007. With this additional grant money, on January 1, 2007, the part-time Stormwater Program Coordinator position converted to full-time.

As a group of MS4s collectively responsible for providing \$100,000 worth of in-kind personal services, they easily met this contract obligation. In fact, the combined in-kind match totaled \$226,079, the excess of which, \$126,079, allowed NYSDEC to issue the final grant payment before the contract completion date of September 30, 2007. That final payment, received on August 9, 2007, also discouraged the submission of a timely Final Report, where typically 10% of the final payment is retained, pending the submission of that Final Report.

An additional consequence of this August 9, 2007 final payment was the prolongation of grant funded purchases, which thanks to the Albany County budgeting and expenditure process allowed for the purchase of grant funded materials throughout 2008. This flexibility made it possible to adjust expenditures to better match the Work Plan priorities associated with both NYSDEC grants.

In addition to the specific tasks described in the chart below, it should be noted that over time monthly "MS4 Committee" meetings functioned as a place where "MS4s" could freely discuss permit issues and learn from each other. These meetings also provided a place for NYSDEC staff to present information and address collective concerns. This proved to be a valuable yet unanticipated activity of the overall grant implementation effort.

B. Objectives, Tasks, Deliverables Chart and Commentary (attached)

C. Expenditure Documentation (attached)

(1) Budget and Final Expenditure Spreadsheets

- Personal Services (In-Kind Contribution from "MS4s") Spreadsheet
- Non-Personal Services (Cash Expenditures) Spreadsheet

(2) Expenditure Reimbursement Form

- Summary of All NYSDEC Reimbursement Activity (Voucher #1, Voucher #2, Voucher #3 and Post Voucher #3- From 4/1/07 to 9/8/08)
- Expenditure and Reimbursement Form (Personal and Non-Personal) for Post Voucher #3 Time Period (QR#7 4/1/07 to 6/30/07; QR#8 7/7/07 to 9/30/07; Post QR#8 10/1/07 to 9/8/08 Final Report). Form includes documentation of all expenditures for this time period.

D. M/WBE Quarterly Report Forms & Cover Letter to NYSDEC, Bureau of Affirmative Action

IV. List of Completed Deliverables (Attached)

A. General Items

- 1) Attendance Lists
 - Referenced throughout the Objectives, Tasks, Deliverables Chart
 - Grouped by Quarterly Reports, organized by Date and/or Activity

B. Public Education and Outreach (MCM1)

- 1) Informational Brochures and Distribution Spreadsheets
 - a. EPA Brochure: "After The Storm-A Citizen's Guide to Understanding Stormwater"
 - b. Albany County staff: Doorhanger with general stormwater information
 - c. Vermont Department of Environmental Conservation: "The Low Risk Site Handbook for Erosion Prevention and Sediment Control"
 - d. University of Connecticut Cooperative Extension: "Rain Gardens-A Design Guide for Homeowners in Connecticut"
- 2) Stormwater Power Point Presentation and "Sum of the Parts" Project Wet Activity
 - a. Title and Purpose of Presentation: "The Phase II Stormwater Permits and The Albany County Experience"-General overview of SW Permits with information about Albany County MS4 activities
 - b. Developed by the Albany County Stormwater Program Coordinator
 - c. Target Audience: Multiple Audiences (Citizen Groups, Elected Officials, Potential Volunteers, Municipal Staff)
 - d. Presentation includes using the Project Wet activity "Sum of the Parts"
 - e. Presented in a variety of venues and adapted to slightly different audiences
 - f. Referenced in the Albany County Water Quality Coordinating Committee Press Release dated September 12, 2007
- 3) Press Releases; Published Articles; and Related Program Information
 - a. Regional Billboard Campaign-Press Release (October 19, 2006)
 - Schenectady Daily Gazette article
 - General description of billboard campaign costs, location of ads
 - b. Stormwater Drain Marker Photos/Articles (No Press Release)
 - Cohoes Students-Photo in Troy Record
 - Environmental Facilities Corporation and City of Albany Mayor Jennings
 - c. Albany County Water Quality Coordinating Committee -Press Release (September 12, 2007)
 - Power Point Presentation-Albany County Cahill Room-112 State Street
 - For elected officials and agency staff
- 4) Project Wet Kit-List of Purchases and Photos
- 5) Stormwatch! Training Video for Municipal Employees-Info Sheet and Attendance Record

C. Public Involvement and Participation (MCM 2)

- 1) Spreadsheet Record-Storm Drains Purchased and Distributed

D. Illicit Discharge Detection and Elimination (MCM3)

- 1) Summary and Comparison of Water Quality Related Local Laws
- 2) Stormwater Outfall Map-Albany County “MS4s”
 - These outfalls were mapped using GPS technology supported with grant money
 - Support included the purchase of GPS unit; training of MS4 staff in use of GPS unit; and training in overall IDDE program requirements.

E. Construction Site Runoff Control

- 1) Map of MS4 areas, Albany County PWL/303d Segments, and Albany County watersheds