

Stormwater Coalition of Albany County

Joint Storm Water Management Program Plan ***“SWMP Doc 2018 to 2019”***

Activities Completed & Explained: 3/10/17 to 3/9/18
Goals: 3/10/2018 to 3/9/2019

Annual Evaluation ***(April, 2018)***



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Annual Evaluation

(April, 2018)

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I. Joint Coalition Stormwater Management Program Plan (SWMP Plan) Document

In 2015, members of the Stormwater Coalition developed a Stormwater Management Program Plan document using the software MS4Web developed by CBI, Ltd. Best Management Practices (BMPs) were included in the document, along with measureable goals. The content was based on MS4 Permit requirements named in NYSDEC MS4 Permit GP-0-15-003 Effective: May 1, 2015 Expiration: April 30, 2017. The Best Management Practices were essentially a restatement of the MS4 Permit requirements included in the permit and the goals tracked how well these BMPs had been met.

Each year since 2015, the Joint Coalition SWMP Plan document and software tracked how well goals had been met for each MS4 and over the years many of the MS4s completed the listed permit requirements. Meanwhile, the current MS4 Permit appears to have expired April 30, 2017 and while the DRAFT MS4 Permit released in 2016 (GP-0-17-003) suggests a wide range of new requirements, they are still in DRAFT form. For this reason, it's not exactly clear what we should be doing other than to continue with known MS4 Permit requirements named in the current, if expired permit.

Meanwhile, in January, 2018 the MS4Web software was updated and some of the routine data tracked by Coalition members (goals met, yes or no) was lost in the data transfer. The format of MS4Web also changed such that text describing the content of BMPs could not be positioned in the software easily. Consequently, this version of the Coalition SWMP Document is formatted to describe all activities and goals associated with each Minimum Control Measure for each Coalition member, but there is no text describing the particular BMP associated with these goals. As a nod to anticipated DRAFT Permit Stormwater Program Requirements some of those requirements are included in the document and where possible completed requirements noted.

The status of Stormwater Coalition goals is generally unclear. The Coalition did however receive significant NYSDEC funds to support and complete storm system and program mapping with and for various Coalition members. These tasks, along with future mapping goals are noted in this SWMP document. Other more administrative tasks associated with "Sharing Resources" all part of keeping the Coalition intact (Working Group and Board meetings; dues; purchases; staff management; etc.) are noted in the SW Program Requirements section which is based on DRAFT MS4 Permit language.

This SWMP document is generally recognized as an interim type document attempting to provide for the public, regulators, and for our own internal use some picture of what individual MS4s have been doing this past year and to put into words what each stormwater program coordinator would like to accomplish in the upcoming year. It might be characterized as a plan, but given that the MS4 Permit is generally prescriptive, it functions more as a document tracking whether or not named tasks have been implemented. Given various permit uncertainties and little time or resources to develop an entirely different SWMP document we relied on the available MS4Web software to develop and "write" the document as allowed given the software.

II. Stormwater Coalition of Albany County

As of April, 2018, there are twelve members of the Stormwater Coalition of Albany County and they are all co-signatories of an inter-municipal agreement/memorandum of understanding. As such they pay dues, serve on a Board of Directors, make financial decisions about the Coalition budget, participate in monthly Working Group meetings, and to varying degrees rely on Coalition staff and other members to be in compliance with MS4 Permit requirements.

The first intermunicipal agreement was signed in 2008 and most of the current Coalition members date back to that initial inter-municipal agreement. The current agreement is effective until December 31, 2023.

Below is a list of Coalition members, along with their MS4 Permit SPDES No. in parenthesis.

Traditional Non Land Use Control MS4	Traditional Land Use Control MS4s	
Albany County (NYR20A359)	City of Albany (NYR20A464)	Village of Green Island (NYR20A377)
Non-Traditional MS4	Town of Bethlehem (NYR20A208)	Town of Guilderland (NYR20A211)
University at Albany-SUNY (NYR20A234)	City of Cohoes (NYR20A243)	Village of Menands (NYR20A144)
	Town of Colonie (NYR20A190)	Town of New Scotland (NYR20A463)
	Village of Colonie (NYR20A076)	City of Watervliet (NYR20A087)

Maps describing the jurisdictional area of these regulated MS4/municipalities follow, along with the status of waterbodies throughout Albany County (stream classification and listing on the waterbody inventory/priority waterbody list “WIPWL”)

Overall, Coalition members work towards the shared goal of improving water quality as expressed in the day-to-day implementation of this particular Clean Water Act SPDES Permit known as the “MS4 Permit”.

Albany County, NY **"Best Use" Waterbody Classification** **(Streams, Reservoirs, Lakes, Ponds, etc...)**

*Map also used as Map 5 of the TAAW.

Legend

- Watershed Delineation Point
- Watersheds
- Municipal Boundaries

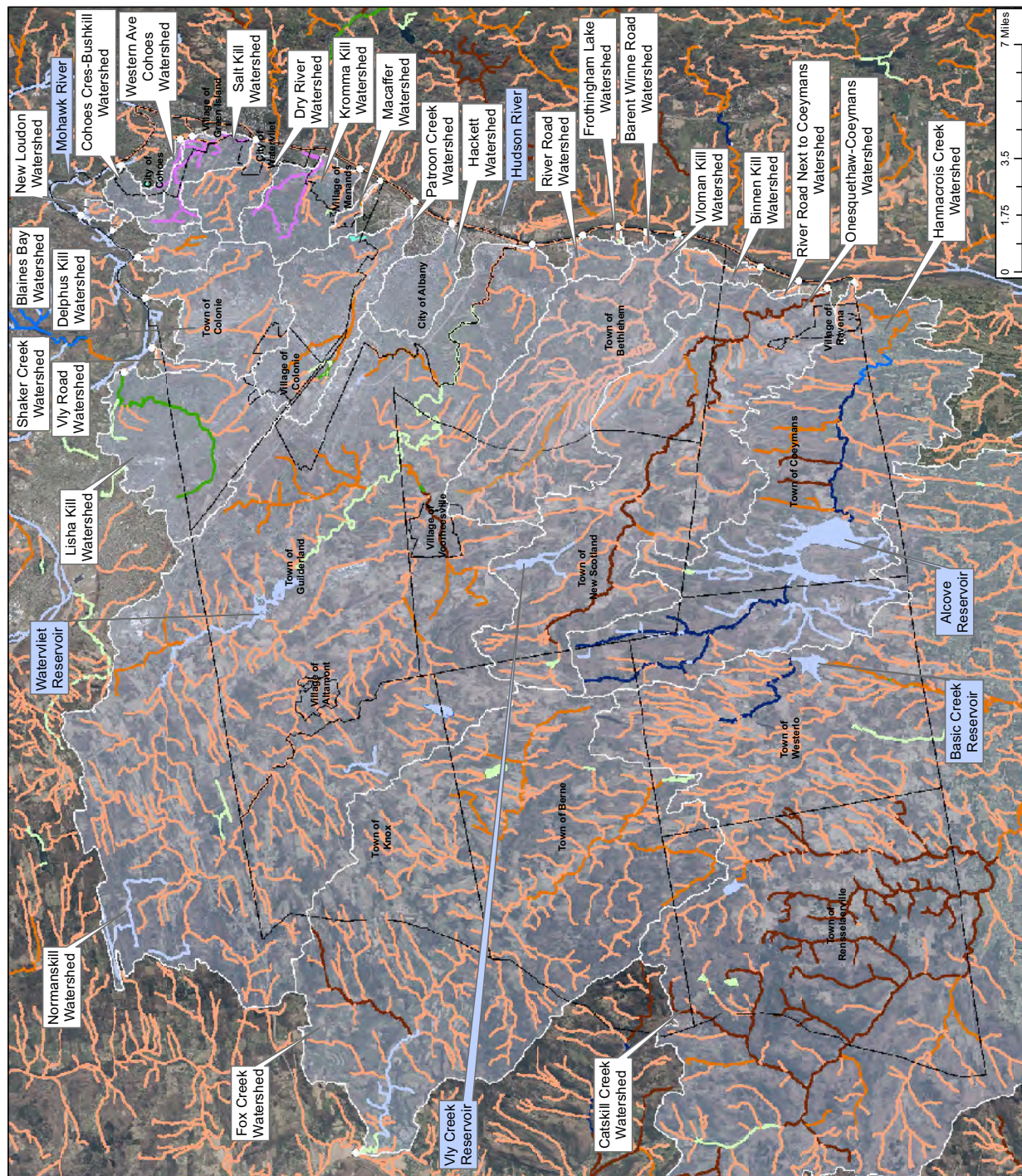
Waterbody Classification

- A Drinking Water
- A(T) Drinking Water/Trout Habitat
- A(TS) Drinking Water/Trout Spawning Habitat
- B Contact Recreation (Swimming)
- B(T) Contact Recreation/Trout Habitat
- C Non Contact Activities (Fishing)
- C(T) Non Contact Activities/Trout Habitat
- C(TS) Non Contact Activities/Trout Spawning Habitat
- D Lowest Classification
- Not Classified



Prepared by the Stormwater Coalition of Albany County
 Date: January 2016
 File: StreamClass_29Jan2016_FINAL.mxd

Stormwater Coalition of Albany County
 Albany County, City of Albany, Town of Bethlehem, City of Cohoes, Town of Colonie,
 Village of Colonie, Village of Green Island, Town of Guilderland, Village of Menands,
 Town of New Scotland, City of Watervliet, University at Albany-SUNY



Albany County, NY

1. Waterbody Inventory/Priority Waterbody List (W/PPWL)

2. Impaired 303 (d) Waterbody List

3. Watersheds

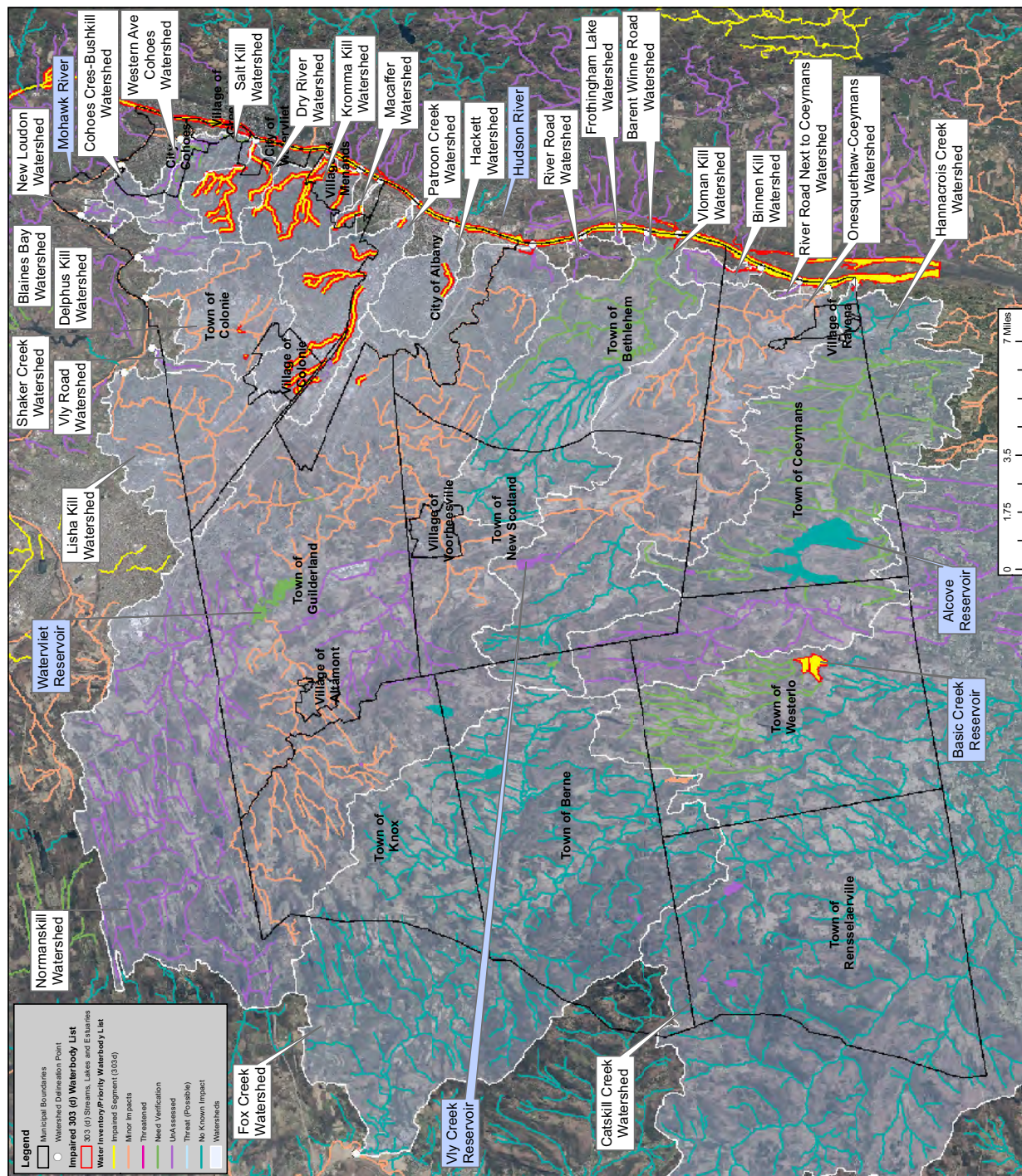
*Map also used as Map 8 of the TAAW.

Waterbodies in Albany County on the NYS Final 2012 Section 303(d) List

- Ann Lee Pond, Stump Pond: WIPWL 1201-0096
 - Cause/Pollutant: Phosphorus
 - Source: Urban Runoff
 - TMDL: Required
- Basic Creek Reservoir: WIPWL 1309-0001
 - Cause/Pollutant: Phosphorus
 - Source: Agriculture
 - TMDL: Required
- Krumkill Creek, Upper, and Tribs: WIPWL 1311-0004
 - Cause/Pollutant: Aquatic Toxicity
 - Source: Urban Runoff/CSOs
 - TMDL: Required
- Patron Creek and Tribs: WIPWL 1301-0030
 - Cause/Pollutant: Oxygen Demand
 - Source: Urban/Storm/CSOs
 - TMDL: Required
- Minor Tribs to West of Hudson: WIPWL 1301-0027 (Includes: Dry River, Kromma Kill and Hackett)
 - Cause/Pollutant: Aquatic Toxicity
 - Source: Industrial
 - TMDL: Required
- Hudson River, Class C: WIPWL 1301-0002
 - Cause/Pollutant: PCBs
 - Source: Contaminated Sediment
 - TMDL: Required
- Watervliet Reservoir: WIPWL 1311-0001
 - Cause/Pollutant: Dissolved Oxygen/Oxygen Demand
 - Source: Unknown
 - TMDL: Needs Verification

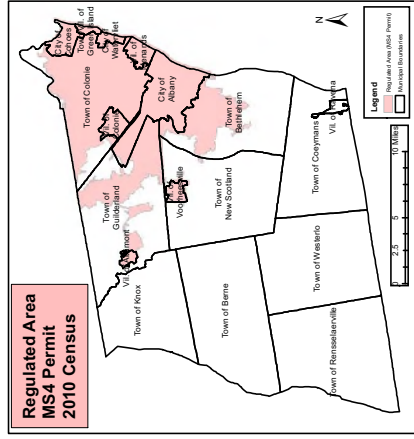
Prepared by the Stormwater Coalition of Albany County
Date: January 2016
File: Priorityand303d_28Jan2016_FINAL.mxd

Stormwater Coalition of Albany County
Albany County, City of Albany, Town of Bethlehem, City of Cohoes, Town of Colonie, Village of Voorhesville, Town of Rensselaerville, Town of New Scotland, City of Watervliet, University at Albany-SUNY



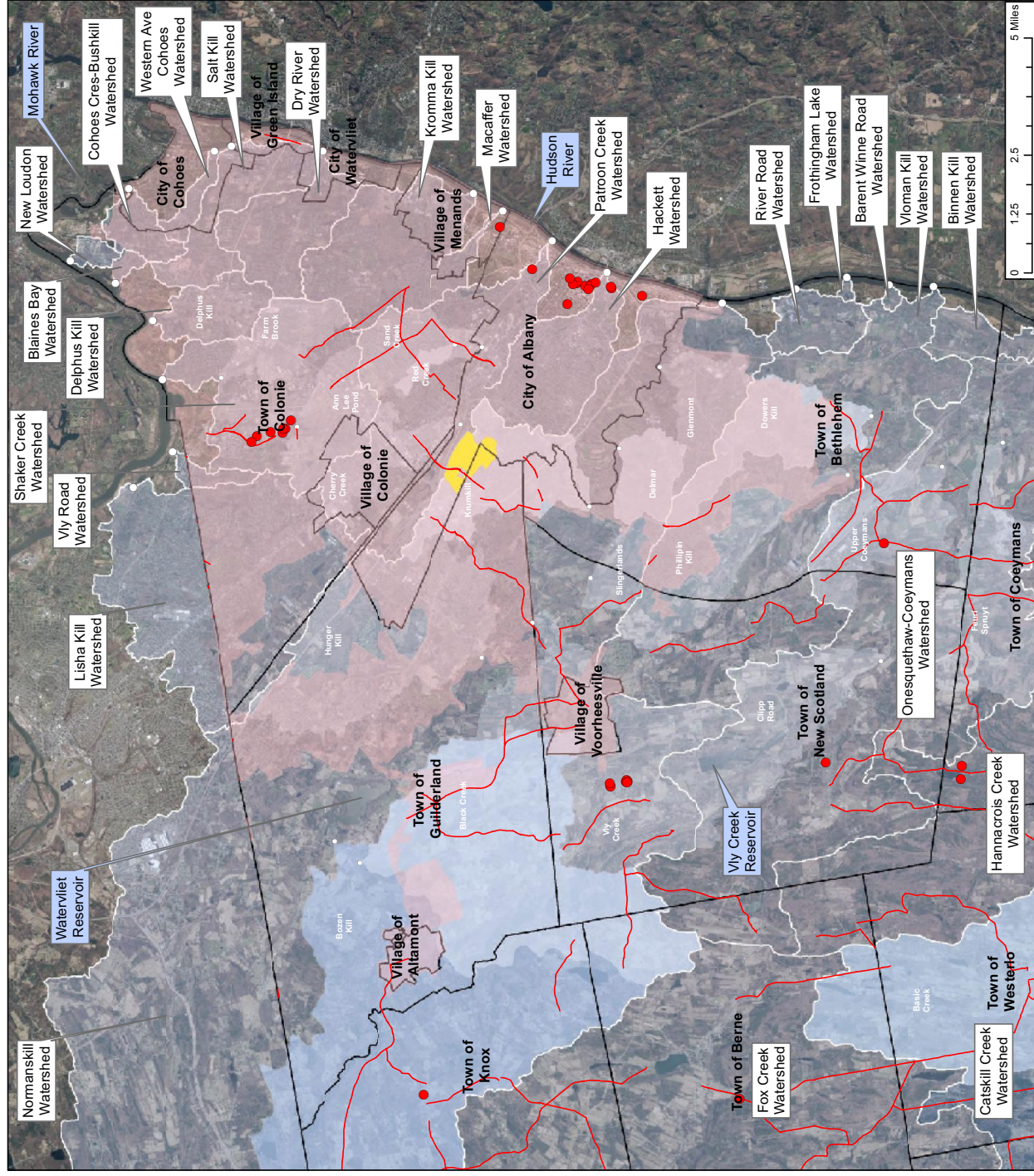
Non-Traditional MS4 (University at Albany) and Traditional MS4-No land use control (Albany County)

*Map also used as Map 4 of the TAAW.



Prepared by the Stormwater Coalition of Albany County
Date: January 2016
File: County&SUNY_29Jan2016_FINAL.mxd

Stormwater Coalition of Albany County
Albany County, City of Albany, Town of Bethlehem, City of Cohoes, Town of Colonie, Village of Colonie, Village of Green Island, Town of Guilfordland, Village of Menands, Town of New Scotland, City of Watervliet, University at Albany-SUNY





Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 1A SW Mgmt Program Requirements - Administrative (GP-0-17-002 DRAFT MS4 Permit) - SWM

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>A. Previous "Administrative" Goals for 2018 from SWMPv5:</p> <p>1. Description: 7-2 MG5 Albany County. By 3/9/2018, the County Stormwater Organizational Chart will be revised and updated, as needed, then posted on the County's stormwater page and the Stormwater Coalition website.</p> <p>2. Description: 7-2 MG6 Albany County. By 3/9/2018, Albany County conducts 4 quarterly meetings of the Stormwater Committee. Agendas are developed and filed by the County Stormwater Program Technician. Core participants represent a variety of Departments, others invited as needed.</p> <p>3. Description: 7-1 MG12 Coalition (GRANT; COALITION OPERATIONS). IMA. By 9/30/2017, the Coalition Program Coordinator will consult with Board members to finalize the content of the Coalition Intermunicipal Agreement (IMA) and prepare paperwork such that the IMA can be executed by at least ten Coalition members by September 30, 2017. The IMA contract end date minimally must incorporate the contract end date of the REDC/NYSDEC WQIP Contract #C00081GG, which is May 31, 2020.</p> <p>*****</p> <p>B. "Administrative" Requirements in DRAFT MS4 Permit:</p> <p>1. Stormwater Program Coordinator (designated in writing)</p> <p>2. Sharing Resources (legally binding; signed and dated by all parties; kept up to date; is part of the SWMP Plan)</p> <p>3. Staffing Plan/Organizational Chart (written staffing plan, identifies individuals, including those identified in "Sharing Resources" documentation; identifies the roles/responsibilities associated with each required element of program)</p> <p>*****</p> <p>C. New Goals (Activities):</p> <p>1. Continue inter-Dept meeting, as needed (bi-annual)</p> <p>2. Update organizational chart and communicate to others content</p> <p>3. Attend Coalition Working Group meetings</p> <p>4. Maintain representation on Coalition Board</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
11/30/2017			Three meetings conducted; focus on Policy and Procedures documents.
11/30/2017			Organization chart up-to-date, no changes
12/15/2017			Cnty Law Dept assists in finalizing Coalition IMA-MOU; Cnty Leg authorizes County Exec to signs Coalition IMA-MOU (1/1/2018 to 12./31/2023).
03/09/2018			Cnty Stormwater staff attended monthly Coalition Working Group meetings.

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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 1B SW Mgmt Program Requirements - Mapping (GP-0-17-002 DRAFT MS4 Permit) - SWMP '18

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>A. Previous Mapping Goals for 2018 from SWMPv5: Goals</p> <p>*****</p> <p>B. Mapping Requirements from GP-0-17-002 DRAFT MS4 Permit:</p> <p>1. Show entire small MS4 conveyance system</p> <p>2. Location of all outfalls with priority rating identified</p> <p>3. Additional designated boundaries</p> <p>4. Names & location of all surface waters of the state within regulated area (classification; impairment and POC, if applicable; TMDL watershed ares)</p> <p>5. Location of all interconnected MS4 outfall with name and contact MS4 operator</p> <p>6. Location and type of conveyance - closed pipe or open drainage (drop inlet/catch basin/ manhole locations/ number/size of connections to catch basins and manholes; direction of flow).</p> <p>7. Catch basins</p> <p>8. Roads</p> <p>9. Land area draining to MS4 (i.e. sewersheds)</p> <p>10. Land cover areas</p> <p>11. Topography (USGS Quadrangle Map or better)</p> <p>12. Areas of concern (areas served by sanitary sewer; areas served by septic system; commercial/industrial areas)</p> <p>13. Post Construction Stormwater Management Practices</p> <p>14. Municipal facilities</p> <p>15. Location of suspected, confirmed, and corrected illicit discharges</p> <p>16. Required format, scale, and detail of map shall be appropriate to facilitate a clear understanding of system</p> <p>17. The map shall be updated annually to reflect newly discovered information and required corrections or modifications</p> <p>18. The map shall be updated annually to reflect revised prioritization as new information becomes available</p> <p>*****</p> <p>C. New Goals (Activities):</p> <p>1. For 2018/2019 completed all County stormwater program related mapping as per list identified in DRAFT MS4 Permit, post data on Coalition Stormwater Interactive Mapper (SWM).</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			Mapping of County Storm System and Program items started (inventory of existing maps)

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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 1C SW Mgmt Program Requirements - Legal Authority (GP-0-17-002 DRAFT MS4 Permit) - SWM

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous "Legal Authority" Goals for 2018 from SWMPv5 related to MCM3 IDDE and MCM 4/5 Construction Activity Permit: ***** B. "Legal Authority" Requirements in DRAFT MS4 Permit: 1. Similar to current MS4 Permit for MCM 3 IDDE Traditional and Non Traditional MS4s 2. Similar to current MS4 Permit for MCM 4 and 5 (Conformance with Construction Activity Permit)) Traditional and Non Traditional MS4s ***** C. New Goals (Activities):	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 1D SW Mgmt Program Requirements - Enforcement Measures & Track'g (GP-0-17-002 DRAFT 1

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous "Enforcement Measures and Tracking" related Goals for 2018 from SWMPv5: : ***** B. "Enforcement Measures & Tracking" Requirements in DRAFT MS4 Permit: 1. Develop and implement an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations of local laws for illicit discharges, construction and post-construction. 2. ERP must address repeat and continuing violations through progressively stricter response (escalation of enforcement) as needed to achieve compliance with the terms and conditions of this permit. 3. ERP must describe how MS4 Operator will use the following types of enforcement responses or combination of responses based on type, magnitude, and duration of violation, effect of violation on receiving water, compliance history of operator, and good faith of the operator in compliance efforts (verbal warnings; written notices; citations (with fines); stop work orders; withholding of plan approvals or authorizations; additional measures supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations. 4. Enforcement Tracking-MS4 Operator must track instances of non-compliance. Enforcement case documentation must include, at a minimum: name of owner/operator; location of stormwater source; description of violation; description of enforcement response use, including escalation; accompanying documentation of enforcement responses; any referrals to different departments of agencies; date violation was resolved. ***** C. New Goals (Activities):	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 2A-1 Public Education/Outreach (MCM1 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Evaluation

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <p>1. Description: 1-3 MG2 Albany County. By 3/9/2018 Albany County maintains DPW website posting current information about the stormwater program and role of staff involved with program. This includes updating information regarding stormwater hotline, which is answered 24 hours on a rotating basis by highway foreman. Link back to Coalition website maintained.</p> <p>2. Description: 1-3 MG1 Albany County. Albany County maintains DPW website with current information about the stormwater program and role of staff involved with program. This includes updating information regarding stormwater hotline, which is answered 24 hours on a rotating basis by highway foreman. Link back to Coalition website maintained.</p> <p>3. Description: 1-18 MG3 Albany County. By 3/9/2018, install storm drain markers at ~ 10 catch basins at or near County facilities (or on County Roads) that are in prominent, high risk locations. Message: Do Not Dump-Drains to Streams. Markers are located in any of the following priority watersheds: Krumkill, Patroon, Shaker, Vly Creek, Vlomanskill.</p> <p>New Goals (Activities):</p> <p>1. By 3/9/2018, Albany County maintains DPW website with current information about the stormwater program and role of staff involved with program. This includes updating information regarding the stormwater hotline, which is answered 24 hours on a rotating basis by highway foreman. Link back to Coalition website maintained.</p> <p>2. By 3/9/2019, Albany County Stormwater Program Technician (SWPT) incorporates a Stormwater tip every three months (quarterly) in the County Executives news letter.</p> <p>3. By 3/9/2019 The Albany County Stormwater Program Technician will display an educational display for various County office buildings (every two-four weeks) highlighting water quality issues caused by stormwater runoff and ways to address them, such as, the use of green infrastructure. Brochures will be available for distribution.</p> <p>4. By 3/9/2019, stencil at least 10 catch basins at or near County facilities (or on County Roads) that are in prominent, high risk locations. Message: Do Not Dump-Drains to Mohawk/Hudson. At least one in each of the following priority watersheds: Krumkill, Patroon, Shaker, Vly Creek, Vlomanskill.</p> <p>5. For 2018/2019, visit all pet waste stations on County property and maintain as needed (minimally 3 stations).</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
09/29/2017			By end of summer (2017), several catch basins were stenciled in high priority areas.
11/30/2017			Three pet waste stations from ACSWCD approved and installed on County property (one/Lawson Lake; two/Ann Lee pond) - summer, 2017
11/30/2017			County employees trained re Stormwater and Spill Prevention (see MCM6 for details)
11/30/2017			County GI policy document posted for internal use by County Departments and employees (Alconet).
03/09/2018			Albany County SW website maintained and up to date with all current stormwater information (Annual Report and other info). County GI policy document posted.

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Photos

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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 2B-2 Public Participation/Involvement (MCM2 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Ev

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	Previous Goals for 2018 from SWMPv5: 1. Description: 2-5 MG2 Albany County. By 3/9/2018, the Stormwater Program Technician and Office of Natural Resources Senior Planner both receive inquiries and complaints from the public regarding stormwater issues. A 24 hour hot line is maintained by the County for urgent water quality issues and potential violations. Response will be made to 100% of complaints received by Technician and Planner. New Goals (Activities): 1. By 3/9/2019, the Albany County Stormwater Program Technician will annually update the public contact information in the MS4 Permit Annual Report MCC form and in individual documents pertaining to the MS4 Stormwater Program. 2. By 3/9/2019 The Stormwater Program Technician and Office of Natural Resources Senior Planner both receive inquiries and complaints from the public regarding stormwater issues. A 24 hour hot line is maintained by the County for urgent water quality issues and potential violations. Response will be made to 100% of complaints by SWPT and NRSR. 3. For 2018/2019 the Coalition will post on Coalition website for public comment the 2018 DRAFT Joint Annual Report (includes Albany County Annual Report). County website will link to Coalition website. Final Joint Annual Report will be posted on the Coalition and County website will link to Coalition website. 4. For 2018/2019 County will publicize Coalition-wide WAVE Stream Monitoring events (2018 monitoring season) on County newsletter and/or website.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			No complaints were received, recorded as described.

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Annual Evaluation (April, 2018)**



Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 2C-3 Illicit Discharge Detection & Elimination (MCM3 SWCoal/Mbr MS4s) SWMP '18 to '19 - An

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 3-1 MG2 Albany County. By 3/9/2018, Albany County will map and upload into a GIS platform (SwIM, desktop) all new outfalls identified during ORI field work. 2. Description: 3-4 MG12 Coalition (GRANT) PATROON. By 3/9/2019 Coalition Program Technician and mapping technicians prepares County Patroon Creek data for storm sewershed delineation. 3. Description: 3-4 MG2 Coalition (GRANT). ANN LEE. By 3/9/2018, storm system mapping, including QA/QC topology checks is 100% completed in Shaker tribes-Ann Lee pond watershed. Includes: Albany County, Village of Colonie, Town of Colonie. Data prepared for storm sewershed delineation. 4. Description: 3-4 MG3 Coalition (GRANT). ANN LEE. By 3/9/2019, Shaker tribes-Ann Lee pond storm sewershed is delineated. Includes: Albany County, Village of Colonie, Town of Colonie. 5. Description: 3-4 MG17 Coalition, Albany County (GRANT). KRUMKILL. By 3/9/2017 Coalition Program Technician, County staff map 100% of storm system owned by County located in Krumkill watershed. Includes QA/QC and topology checks. Data posted on Coalition mapper. 6. Description: 3-4 MG22 Coalition, Village of Menands, Town of New Scotland, Village of Colonie, Albany County staff (GRANT). STORM MAPPING-NOT PRIORITY WATERSHEDS. By 3/9/2018, complete storm system mapping for Village of Menands, Town of New Scotland, Village of Colonie, and Albany County. Includes QA/QC, topology checks. Data posted on Coalition mapper. 7. Description: 3-4 MG11 Coalition, Albany County, Town of Guilderland (GRANT) PATROON. By 3/9/2017 Coalition Program Technician, County, and T/Guilderland staff complete 100% storm system mapping of infrastructure in Patroon Creek watershed owned by County and Town of Guilderland, includes QA/QC and topology checks. Data posted on Coalition mapper. 8. Description: 3-4 MG1 Coalition (GRANT). ANN LEE. By 3/9/2017, storm system mapping is 75% completed in Shaker tribes-Ann Lee pond watershed. Includes: Albany County, Village of Colonie, Town of Colonie. 9. Description: 3-4 MG1 Albany County. By 3/9/2017, Albany County completes storm system mapping of Fuller Rd (CR153); New Karner Rd (CR157); and Johnston Rd (CR203). Mapping includes GPS of structures, data corrections, and field verification. 10. Description: 3-4 MG2 Albany County. By 3/9/2017, Albany County completes storm system mapping of Cherry Ave/Elm Ave (CR52). Mapping includes GPS of structures, data corrections, and field verification. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 11. Description: 3-5 MG3 Albany County. By 3/9/2018, Albany County evaluates outfalls with access issues to determine if they are priority outfalls which need to be inspected. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. New SWPT reviews all record keeping of previous employee; adapts system as needed. 2. New SWPT, with Coalition staff and other DPW crew complete all system and program mapping for County; outfall map developed which includes most accurate database and ORI schedule adjusted accordingly (some outfalls added or dropped). 4. Complete ORIs based on mapping data, estimated 33% of final total, prioritized as per permit. 5. Albany County finalizes IDDE Program Procedures included overall County Stormwater Policy document and communicates content to Stormwater Committee and related staff. 6. Albany County SWPT implements developed method of collecting illicit discharge information from multiple sources (Albany County Dept of Health, DPW Field Crews, Complaints). Information is organized into a summary spreadsheet.

Activity Logs

Activity Date	Data Type	Quantity	Comments
11/30/2017			8 illicit discharges detected; 5 confirmed; 3 eliminated. All record keeping up-to-date.
11/30/2017			40 outfalls inspected (ORI's); identified 9 with access problems (no ORI's completed)
03/09/2018			All County storm system (catch basins, manholes, and main lines) and program mapping (outfalls, post construction, municipal facility boundaries) mapping data has been inventoried and plan developed for field mapping. The inventory includes all system mapping pertaining to sewersheds of interest (Krumkill; Ann Lee; and Patroon). Some field mapping completed as itemized in previous goals (CR 156/Fuller; CR 157/New Karner; CR52/Cherry Ave-Elm Ave); however exact locations included in the inventory, to be determined.

Files

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Photos

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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 2D-4 Construction Site Runoff Control (MCM4 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Ev

Added:	3/23/2018	Due:	3/9/2019
Completed:	NA	Description:	Previous Goals for 2018 from SWMPv5: New Goals (Activities): 1. For 2018/2019 locate and review all existing documents (final and draft) pertaining to County oversight of Construction Activity Permit (County GI Policy; County Program Guidance Document) 2. For 2018/2019 SWPT receives Construction Activity Permit training (4 hr E/SC; Other) 3. For 2018/2019 SWPT assists County Planning Board (staff and members) with GML239 review of projects potentially needing Construction Activity Permit coverage.

Activity Logs			
Activity Date	Data Type	Quantity	Comments
11/30/2017			On County Rd 307, County SWPT notified T/New Scotland SW Program/Officer of project progressing without Construction Activity Permit coverage.
11/30/2017			County applied for and received Construction Activity Permit coverage for Nursing Home expansion.

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Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 2E-5 Post-Construction Stormwater Mgmt (MCM5 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annu

Added:	3/27/2018	Due:	3/9/2020
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <p>1. Description: 5-8 MG3 Albany County. By 3/9/2018 the Albany County Stormwater Program Technician will maintain an inventory of built stormwater practices which includes at a minimum the following: 1. Construction Permit No associated with practice(s); 2. Location of practice; 3. Type of practice; 4. Maintenance requirements; 5. Maintenance performed. and 6. Location (urbanized area or not).</p> <p>2. Description: 5-9 MG3 Albany County. By 3/9/2018 The Stormwater Program Technician, with assistance from DPW crews, will inspect 75% of stormwater practices in urbanized area (priority areas: Fuller Rd, Karner Rd, School House Road, Johnston Rd).</p> <p>3. Description: 5-13 MG2 Albany County. For properties owned by Albany County within the Ann Lee (Shakers) Pond, Stump Pond drainage area (impaired waterbody, POC-phosphorus), Albany County will ensure no net increase in discharge for phosphorus related to construction activity and other land use changes for which the County may be responsible.</p> <p>New Goals (Activities):</p> <p>1. For 2018/2019 with Coalition staff complete field mapping of all Post Construction SW Practices; revise inventory as needed.</p> <p>2. For 2018/2019, with Coalition as part of NYSDEC grant, participate in developing inspection forms and use of tablets</p> <p>3. Albany County SWPT will update and maintain inventory of built stormwater practices which includes at a minimum the following: 1. Construction Permit No. associated with practice(s); 2. Location of practice; 3. Type of practice; 4. Maintenance requirements; 5. Maintenance performed. and 6. Location (urbanized area or not).</p> <p>4. SWPT inspects, with assistance from other DPW staff, 50% of practices within urbanized area (priority areas: Fuller Rd and Schoolhouse Rd); coordinate and implement maintenance activity as needed.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
11/30/2017			No projects in Ann Lee pond watershed
11/30/2017			Post Construction Stormwater Practices inventory maintained with itemized information
11/30/2017			20 Post Construction Stormwater Practices inspected using NYSDEC Maintenance Guidance Forms - Level 1 (CR157; CR204; CR203/206; CR303)

Files

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Photos

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Albany County SWMP Doc 2018 to 2019
Annual Evaluation (April, 2018)



Albany-County (MS4 Permit #NYR20A359) BMP Detail | Minimum Control Measure: 2F-6 Pollution Prevention/Good Housekeep'g (MCM6 SWCoal/Mbr MS4s) SWMP '18 to '19 - An

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 6-2 MG4 Albany County. By 3/9/2018, of the 37 fixed facilities in Albany County (urbanized and non-urbanized areas) 3 facilities assessed in 2015 need to be reassessed. The facility itself and related operations will be audited using the Stormwater Coalition Self Audit Form. BMP Summary Sheets will be developed for each facility. 2. Description: 6-3 MG3 Albany County. By 3/9/2018, the Stormwater Program Technician will establish how many catch basins are currently mapped by Albany County and estimate the total number of unmapped catch basins. Priority inspection and clean out zones will be established. Inspection and clean out as needed. Number inspected and cleaned is recorded annually. 3. Description: 6-10 MG1 Albany County. Stormwater Program Technician obtains copy of Multi-Sector General Permits associated with County operations and/or facilities (ex. Albany County Sewer District; Albany Airport Authority). 4. Description: 6-25 MG2 Albany County. By 3/9/2018, review standardized procedures and related forms pertaining to signed "Third Party Certification Statements" to be incorporated into future contracts. Update as needed. Secure signed Third Party Certification Statements from key vendors at risk of impacting water quality. 5. Technician will conduct training sessions with staff from the Department of General Services. Plan to show two DVDs: IDDE-A Grate Concern and RainCheck. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019, of the 37 fixed facilities in Albany County (urbanized and non-urbanized areas), 9 of these facilities located within the City of Albany will be audited using the Stormwater Coalition Self Audit Form. 2. For 2018/2019 DPW crew will sweep 50 road miles (both sides of road) and 10 acres of parking lots (urbanized area, such as Nursing Home, TU Center, Health Dept Parking Lot, County Hockey Facility). 3. For 2018/2019 Albany County SWPT will conduct a training session with maintenance staff from the Times Union Center and Albany County General Services. Two DVDs will be shown: IDDE-A Grate Concern and RainCheck.

Activity Logs

Activity Date	Data Type	Quantity	Comments
08/31/2017			38.6 miles of County roads swept
08/31/2017			82 catch basins cleaned.
10/06/2017			Multiple trainings completed with County staff. 4/18/17 - all DPW shop and sub-division employees and foreman (54 employees)/SW and spill prevention; 4/24/17 for DGS cleaning staff (brief power point presentation)/23 employees; 10/6/17; DPW foreman and drafting technician in Division of Engineering - two employees 4hr E/SC
11/30/2017			Standardized procedures pertaining to Third Party Certification Statement developed and completed. now implemented.
11/30/2017			Catch basin mapping not completed (planned for 2018); CB data and inspection plan to be developed based on most current data.
11/30/2017			Obtained the Albany County Water Purification District MSGP Permit documentation
11/30/2017			Fertilizer use (from hydroseeding county-wide) P 12lbs; N 8.4lbs; Of this total; 8lbs P and 5.6 lbs of N in urbanized area.

Files

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Photos

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 1A SW Mgmt Program Requirements - Administrative (GP-0-17-002 DRAFT

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	<p>Description:</p> <p>A. Previous "Administrative" Goals for 2018 from SWMPv5:</p> <p>1. Description: 7-2 MG3 University at Albany. By 3/9/2018, update stormwater program organizational chart, review membership in the University Stormwater Management Program Committee, update as needed; and file Committee meeting agendas with other program documents.</p> <p>2. Description: 7-1 MG12 Coalition (GRANT; COALITION OPERATIONS). IMA. By 9/30/2017, the Coalition Program Coordinator will consult with Board members to finalize the content of the Coalition Intermunicipal Agreement (IMA) and prepare paperwork such that the IMA can be executed by at least ten Coalition members by September 30, 2017. The IMA contract end date minimally must incorporate the contract end date of the REDC/NYSDEC WQIP Contract #C00081GG, which is May 31, 2020.</p> <p>*****</p> <p>B. "Administrative" Requirements in DRAFT MS4 Permit:</p> <p>1. Stormwater Program Coordinator (designated in writing)</p> <p>2. Sharing Resources (legally binding; signed and dated by all parties; kept up to date; is part of the SWMP Plan)</p> <p>3. Staffing Plan/Organizational Chart (written staffing plan, identifies individuals, including those identified in "Sharing Resources" documentation; identifies the roles/responsibilities associated with each required element of program)</p> <p>*****</p> <p>C. New Goals (Activities):</p>	

Activity Logs

Activity Date	Data Type	Quantity	Comments
09/11/2017			UAlbany organizational chart update by Stormwater Program Coordinator
12/01/2017			UAlbany signs Coalition IMA and MOU for 1/1/2018 to 12/31/2021

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 1B SW Mgmt Program Requirements - Mapping (GP-0-17-002 DRAFT MS4 f

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>A. Previous Mapping Goals for 2018 from SWMPv5: Not recorded here. Instead tracked in MCM 3 of current MS4 Permit.</p> <p>B. Mapping Requirements from GP-0-17-002 DRAFT MS4 Permit:</p> <ol style="list-style-type: none"> 1. Show entire small MS4 conveyance system 2. Location of all outfalls with priority rating identified 3. Additional designated boundaries 4. Names & location of all surface waters of the state within regulated area (classification; impairment and POC, if applicable; TMDL watershed areas) 5. Location of all interconnected MS4 outfall with name and contact MS4 operator 6. Location and type of conveyance - closed pipe or open drainage (drop inlet/catch basin/ manhole locations/ number/size of connections to catch basins and manholes; direction of flow). 7. Catch basins 8. Roads 9. Land area draining to MS4 (i.e. sewersheds) 10. Land cover areas 11. Topography (USGS Quadrangle Map or better) 12. Areas of concern (areas served by sanitary sewer; areas served by septic system; commercial/industrial areas) 13. Post Construction Stormwater Management Practices 14. Municipal facilities 15. Location of suspected, confirmed, and corrected illicit discharges 16. Required format, scale, and detail of map shall be appropriate to facilitate a clear understanding of system 17. The map shall be updated annually to reflect newly discovered information and required corrections or modifications 18. The map shall be updated annually to reflect revised prioritization as new information becomes available <p>C. New Goals (Activities):</p> <ol style="list-style-type: none"> 1. Incorporate UAlbany storm system and program mapping into Coalition SwIM stormwater mapper with metadata (storm system-catch basins/manholes/main lines, outfalls, post construction practices) 2. Incorporate UAlbany storm system mapping into storm sewershed delineations for Patroon and Krumkill watersheds as per NYSDEC Grant.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			UAlbany has completed stormwater system and program mapping over multiple years, all in a GIS. Completed: storm system conveyance; outfall locations and contributing areas; post construction practices; stormwater maintenance zones.

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Photos

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 1C SW Mgmt Program Requirements - Legal Authority (GP-0-17-002 DRAFT

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous "Legal Authority" Goals for 2018 from SWMPv5 related to MCM3 IDDE and MCM 4/5 Construction Activity Permit: ***** B. "Legal Authority" Requirements in DRAFT MS4 Permit: 1. Similar to current MS4 Permit for MCM 3 IDDE Traditional and Non Traditional MS4s 2. Similar to current MS4 Permit for MCM 4 and 5 (Conformance with Construction Activity Permit) Traditional and Non Traditional MS4s ***** C. New Goals (Activities):	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 1D SW Mgmt Program Requirements - Enforcement Measures & Tracking (Gf

Added: 3/27/2018 Due: 3/9/2019

Completed: NA Description:

A. Previous "Enforcement Measures and Tracking" related Goals for 2018 from SWMPv5: :

B. "Enforcement Measures & Tracking" Requirements in DRAFT MS4 Permit:

1. Develop and implement an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations of local laws for illicit discharges, construction and post-construction.
2. ERP must address repeat and continuing violations through progressively stricter response (escalation of enforcement) as needed to achieve compliance with the terms and conditions of this permit.
3. ERP must describe how MS4 Operator will use the following types of enforcement responses or combination of responses based on type, magnitude, and duration of violation, effect of violation on receiving water, compliance history of operator, and good faith of the operator in compliance efforts (verbal warnings; written notices; citations (with fines); stop work orders; withholding of plan approvals or authorizations; additional measures supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.
4. Enforcement Tracking-MS4 Operator must track instances of non-compliance. Enforcement case documentation must include, at a minimum: name of owner/operator; location of stormwater source; description of violation; description of enforcement response use, including escalation; accompanying documentation of enforcement responses; any referrals to different departments of agencies; date violation was resolved.

C. New Goals (Activities):

Begin process of developing an enforcement response plan which details procedures among other requirements

Activity Logs

Activity Date Data Type Quantity Comments

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 2A-1 Public Education/Outreach (MCM1 SWCoal/Mbr MS4s) SWMP '18 to '19

Added: 3/27/2018 Due: 3/9/2019

Completed: NA Description:

Previous Goals for 2018 from SWMPv5:

1. Description: 1-3 MG3 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator continues to update content of stormwater postings as needed; reviews presentation of information (layout, organization); develops proposed revisions, as needed; presents suggestions to UAlbany staff responsible for web design.
2. Description: 1-11 MG5 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator will require that all post-construction stormwater practices named in the NYSDEC Stormwater Design Manual will have the required signage as detailed in Chapter 3; signage requirement will be included in contract documents; installed as specified in Design Manual; and verified via contract administration procedures.
3. Description: 1-16 MG3 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator oversees continued insertion of water quality message in campus-wide clean up promotional material sent to 18,000 recipients.
4. Description: 1-18 MG3 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator researches including as part of the bid package a requirement that catch basins are installed with text that reads "Don't Dump; Drains to Streams".
5. Description: 1-18 MG2 University at Albany. By 3/9/2017, UAlbany Stormwater Program Coordinator will mark and/or use stencils at catch basins based on Target Audience Analysis worksheet geographic areas of concern and other factors. Number and location to be determined.

New Goals (Activities):

1. Adopt standards and install requirements for stormwater signage for treatment practices (completed by 3/9/2019)
2. Monitor website and update as required
3. Monitor installation of catch basin "No Dumping" label for repairs and construction sites, take photos to document
4. Provide stormwater information for students and others when requested and document activity

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			<p>Items completed by 3/9/2018 :</p> <ol style="list-style-type: none"> 1. U Alb website updated 2. Consulted w/UAlbany Graphic Design staff regarding signage template 3. Not using storm stencil or markers, instead catch basin casting standard requires storm marker 4. Three stormwater articles in University Newsletter (distribution 18,000) 5. Three stormwater informational meetings with students (individual and group meetings)

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Photos

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Albany-University at Albany-SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 2B-2 Public Participation/Involvement (MCM2 SWCoal/Mbr MS4s) SWMP '1

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <p>1. Description: 2-6 MG3 University at Albany. By 3/9/2018 the UAlbany Stormwater Program Coordinator monitors the campus-wide clean up and insertion of water quality message into recruitment material. Dept of Finance and Business provides participation data for reporting purposes. Estimate ~ 600 participants. This is a one day, annual event. in April.</p> <p>New Goals (Activities):</p> <p>1. Participate in annual campus clean up (promote event for water quality, monitor participation) --- usually end of April</p> <p>2.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
04/26/2017			1. UAlbany community received information about clean up event which explained benefits of clean for water quality. (~700 students and faculty and staff participated in clean and received message

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 2C-3 Illicit Discharge Detection & Elimination (MCM3 SWCoal/Mbr MS4s) S

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 3-1 MG3 University at Albany. By 3/9/2018, University at Albany reviews status of outfalls with newly designated MS4 (SUNY Poly) which owns adjacent MS4 infrastructure. 2. Description: 3-4 MG13 Coalition and U Albany (GRANT). PATROON & KRUMKILL. By 3/9/2017 Coalition Program Coordinator explains mapping project to interested U Albany staff; both explore how best to delineate storm sewershed boundaries of Patroon and Krumill watersheds; options explored; grant mapping resources utilized as needed. 3. Description: 3-5 MG2 University at Albany. By 3/9/2018, University at Albany stormwater staff will inventory ("ORI") 100% of outfalls (~15 outfalls). <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. Requirements of existing MS4 Permit have been met (ex. procedures, ORI, policy enforcement document). . As needed, updates evaluated and implemented. Will continue to monitor and address illicit discharges. 2. Will participate Coalition effort to create standardized ORI forms and use of tablet technology to perform inspection.

Activity Logs

Activity Date	Data Type	Quantity	Comments
01/06/2017			1. SUNY Poly received MS4 Permit coverage on (). UAlbany SW Program Coordinator communicated to NYSDEC that outfalls on SUNY Poly campus were no longer the responsibility of University at Albany - SUNY.
10/06/2017			Over multiple dates in 2017 11 outfalls were inspected and ORI inspection sheets completed. Two outfalls were removed because one was an underdrain pipe, the other was better monitored by a down stream outfall.
01/09/2018			Meeting was held at UAlbany SBA on 1/9/2018 with Coalition staff (mapping technicians) and UAlbany GIS coordinator and stormwater program coordinator to discuss U Albany storm system data (content, availability) and storm sewershed delineation methods. Next steps discussed.

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 2D-4 Construction Site Runoff Control (MCM4 SWCoal/Mbr MS4s) SWMP '1

Added:	3/23/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <p>1. Description: 4-6 MG3 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator to document construction activity educations, files and saves all pre-construction meeting documents (check list/notes/meeting agenda).</p> <p>New Goals (Activities):</p> <p>1. Stormwater Program Coordinator will continue to oversee Construction Activity Permit requirements.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			In 2017/2018 the Stormwater Program Coordinator reviewed two SWPPPs; monitored 3 active construction projects; reviewed SWPPP inspections performed by consultants.

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Photos

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 2E-5 Post-Construction Stormwater Mgmt (MCM5 SWCoal/Mbr MS4s) SWM

Added:	3/27/2018	Due:	3/9/2020
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 5-8 MG3 University at Albany. By 3/9/2018, UAlbany Stormwater Program Coordinator will inventory established post-construction practices and update as new construction is completed then placed into service. Inventory will note all items included in MS4 Permit and named in this BMP. The location and type of practice is already included as a map layer in the UAlbany GIS system and updated as needed. 2. Description: 5-9 MG3 University at Albany. By 3/9/2018, all existing practices will be inspected, maintained as needed, and budgets finalized to address maintenance needs. 3. Description: 5-12 MG3 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator will maintain and modify record keeping related to newly installed post-construction practices as necessary and develop summary sheets describing the status of all post-construction practices for which there had been a SWPPP. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019, will inspect stormwater practices (~31); inform maintenance needs and follow up. 2. For 2018/2019, some new practices may go on-line. If so, will inspect and inventory.

Activity Logs

Activity Date	Data Type	Quantity	Comments
11/17/2017			The Stormwater Program Coordinator inspected 13 post construction stormwater practices; informed others of maintenance requirements; recommendations made for repairs on 1 practice, maintenance completed. No new post construction practices were added to the inventory.

Files

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Photos

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Albany-University at Albany SUNY (MS4 Permit #NYR20A234) BMP Detail | Minimum Control Measure: 2F-6 Pollution Prevention/Good Housekeep'g (MCM6 SWCoal/Mbr MS4s) S'

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 6-2 MG2 University at Albany. By 3/9/2018, depending on the results of the inventory review, conduct facility self audits using the Stormwater Coalition Self Audit Form. 2. Description: 6-3 MG3 University at Albany. By 3/9/2018, the University at Albany will monitor and update the base maintenance zone map as necessary to include or remove catch basin structures. The work orcer system for record keeping will continue to be utilized. 3. Description: 6-5 MG3 University at Albany. By 3/9/2018, the UAlbany Stormwater Program Coordinator will research and discuss with relevant departments, their pesticide/herbicide/fertilizer use policy and/or procedures; applicator certifications; and integrated pest management plan, if any. Information and related documents will be filed with the Stormwater Program Coordinator and available as needed to explain to others how the University manages these chemicals. 4. Description: 8-5 MG3 University at Albany. By 3/9/2018, the University at Albany will continue to provide training to staff through the DVD: Spills and Skills. 5. Description: 8-9 MG3 University at Albany. By 3/9/2018, inventory rain gardens on campus and arrange for/complete maintenance training with appiopriate staff. <p>New Goals (Activities):</p> <p>For 2018/2019, will complete municipal facility self audit on 3 facilities.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/07/2018			Four training events completed over multiple dates. Final training on 3/7/2018. Total of 49 U Albany staff received training...watched the Rain Check DVD.
03/09/2018			No change in zoning maintenance map needed Pesticide/fertilizer/herbicide procedures reviewed with relevant staff. Adequate procedures and record keeping as per pesticide application law.

Files

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Photos

No photos to display



Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 1A SW Mgmt Program Requirements - Administrative (GP-0-17-002 DRAFT MS4 Permit) - SWMP "

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	<p>Description:</p> <p>A. Previous 'Administrative' Goals for 2018 from SWMPv5:</p> <p>1. Description: 7-2 MG2 C/Albany. By 3/9/2018, the C/Albany SW Program Coordinator will conduct a minimum of two inter-departmental stormwater meetings; file a copy of meeting agendas; and update the organizational chart.</p> <p>2. Description: 7-1 MG12 Coalition (GRANT; COALITION OPERATIONS). IMA. By 9/30/2017, the Coalition Program Coordinator will consult with Board members to finalize the content of the Coalition Intermunicipal Agreement (IMA) and prepare paperwork such that the IMA can be executed by at least ten Coalition members by September 30, 2017. The IMA contract end date minimally must incorporate the contract end date of the REDC/NYSDEC WQIP Contract #C00081GG, which is May 31, 2020.</p> <p>3. evaluate all existing stormwater program procedures associated with the current MS4 Permit (GP-0-15-003). Procedures are consolidated into a compendium and binder.</p> <p>*****</p> <p>B. 'Administrative' Requirements in DRAFT MS4 Permit:</p> <p>1. Stormwater Program Coordinator (designated in writing)</p> <p>2. Sharing Resources (legally binding; signed and dated by all parties; kept up to date; is part of the SWMP Plan)</p> <p>3. Staffing Plan/Organizational Chart (written staffing plan, identifies individuals, including those identified in "Sharing Resources" documentation; identifies the roles/responsibilities associated with each required element of program)</p> <p>*****</p> <p>C. New Goals (Activities):</p>	

Activity Logs

Activity Date	Data Type	Quantity	Comments
12/08/2017			City signs Coalition IMA and MOE (1/1/2018 to 12/31/2023)
03/09/2018			For this reporting period, binder not completed.
03/09/2018			In April and July, 2017 two inter-Departmental meeting to explain MS4 program and address coordination issues. Also private meeting with Department heads about MS4 program.

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Photos

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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 1B SW Mgmt Program Requirements - Mapping (GP-0-17-002 DRAFT MS4 Permit) - SWMP '18 to '19

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous Mapping Goals for 2018 from SWMPv5: Goals ***** B. Mapping Requirements from GP-0-17-002 DRAFT MS4 Permit: 1. Show entire small MS4 conveyance system 2. Location of all outfalls with priority rating identified 3. Additional designated boundaries 4. Names & location of all surface waters of the state within regulated area (classification; impairment and POC, if applicable; TMDL watershed areas) 5. Location of all interconnected MS4 outfall with name and contact MS4 operator 6. Location and type of conveyance - closed pipe or open drainage (drop inlet/catch basin/ manhole locations/ number/size of connections to catch basins and manholes; direction of flow). 7. Catch basins 8. Roads 9. Land area draining to MS4 (i.e. sewersheds) 10. Land cover areas 11. Topography (USGS Quadrangle Map or better) 12. Areas of concern (areas served by sanitary sewer; areas served by septic system; commercial/industrial areas) 13. Post Construction Stormwater Management Practices 14. Municipal facilities 15. Location of suspected, confirmed, and corrected illicit discharges 16. Required format, scale, and detail of map shall be appropriate to facilitate a clear understanding of system 17. The map shall be updated annually to reflect newly discovered information and required corrections or modifications 18. The map shall be updated annually to reflect revised prioritization as new information becomes available ***** C. New Goals (Activities):	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 1C SW Mgmt Program Requirements - Legal Authority (GP-0-17-002 DRAFT MS4 Permit) - SWMP

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous "Legal Authority" Goals for 2018 from SWMPv5 related to MCM3 IDDE and MCM 4/5 Construction Activity Permit: ***** B. "Legal Authority" Requirements in DRAFT MS4 Permit: 1. Similar to current MS4 Permit for MCM 3 IDDE Traditional and Non Traditional MS4s 2. Similar to current MS4 Permit for MCM 4 and 5 (Conformance with Construction Activity Permit) Traditional and Non Traditional MS4s ***** C. New Goals (Activities):	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 1D SW Mgmt Program Requirements - Enforcement Measures & Track'g (GP-0-17-002 DRAFT MS4

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	<p>Description:</p> <p>A. Previous "Enforcement Measures and Tracking" related Goals for 2018 from SWMPv5: :</p> <p>*****</p> <p>B. "Enforcement Measures & Tracking" Requirements in DRAFT MS4 Permit:</p> <p>1. Develop and implement an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations of local laws for illicit discharges, construction and post-construction.</p> <p>2. ERP must address repeat and continuing violations through progressively stricter response (escalation of enforcement) as needed to achieve compliance with the terms and conditions of this permit.</p> <p>3. ERP must describe how MS4 Operator will use the following types of enforcement responses or combination of responses based on type, magnitude, and duration of violation, effect of violation on receiving water, compliance history of operator, and good faith of the operator in compliance efforts (verbal warnings; written notices; citations (with fines); stop work orders; withholding of plan approvals or authorizations; additional measures supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.</p> <p>4. Enforcement Tracking-MS4 Operator must track instances of non-compliance. Enforcement case documentation must include, at a minimum: name of owner/operator; location of stormwater source; description of violation; description of enforcement response use, including escalation; accompanying documentation of enforcement responses; any referrals to different departments of agencies; date violation was resolved.</p> <p>*****</p> <p>C. New Goals (Activities):</p> <p>1. For 2018/2019, review existing procedures related to MCM 2; MCM 3; MCM 4; and MCM 5; update as needed and incorporate anticipated DRAFT MS4 Permit requirements (Enforcement Response Plan; Enforcement Tracking; Organizational Chart).</p>	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 2A-1 Public Education/Outreach (MCM1 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Evaluation

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 1-1 MG3 C/Albany. By 3/9/2018, C/Albany stormwater staff will review the updated Coalition Target Audience Analysis Worksheet released March, 2016 and select either a watershed, municipal boundary, or combined approach for determining pollutants of concern and geographic areas of concern within these boundaries. Once selected, the worksheet guided analysis will include specific measurable goals pertaining to stormwater program educational initiatives. 2. Description: 1-3 MG3 C/Albany. By 3/9/2018, SW Program Coordinator reviews existing stormwater information on City website and repositions information so that stormwater is more prominent and easier for the public to locate. 3. Description: 1-6 MG2 C/Albany. The C/Albany Stormwater Program Coordinator responds favorably to guest speaker requests, time permitting. If possible, for tracking purposes (MS4 Permit SWMP and Annual Report), the Coordinator records # of attendees, # of publications distributed; target audience, location and date of presentation. 4. Description: 1-7 MG2 C/Albany. By 3/9/2018 C/Albany stormwater staff review and maintain an e-mail list of key City staff, officials, and interested parties which is actively included in the Coalition listserve database. 5. Description: 1-10 MG3 C/Albany. By 3/9/2018, the C/Albany SW program coordinator will send stormwater related information in 1 utility bill mailing. 6. Description: 1-11 MG5 C/Albany. By 3/9/2018, C/Albany stormwater staff will require that all post-construction stormwater practices named in the NYSDEC Stormwater Management Design Manual and approved by the City will have the necessary signage, as per Chapter 3 of the Design Manual. City staff will include this requirement in their SWPPP Review procedures and ensure that a detail of the signage is included in the approved SWPPP and/or site plans. Stormwater Program Coordinator will monitor signage installations; prior to sign off on Notice of Termination will ensure that there is signage; and photo document installations. 7. Description: 1-16 MG1 C/Albany. By 3/9/2018, the C/Albany stormwater staff will research how the City publicizes participation in the Household Hazardous Waste Collection events organized by the City Dept of General Services. If possible, City staff (stormwater and DGS) will include a water quality benefit message where appropriate (flyer, e-mails, posters, website posting, etc.). The City will review other water quality messages used by other MS4s as part of their solid waste operations (landfills, transfer stations, campus-wide clean-ups). 8. Description: 1-17 MG5 C/Albany. By 3/9/2018, the SW Program Coordinator will maintain two existing brochures racks located in the Water Dept (main office and outside contractor counter) and track the distribution of publications for internal records and the MS4 Permit annual report. 9. Description: 1-18 MG2 C/Albany. By 3/9/2018, C/Albany stormwater staff will continue to have Dept of Water staff stencil catch basins in the separated storm system area. Targeted areas located in Patroon Creek and Normanskill watersheds and Hudson River separated infrastructure areas. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019, the Coalition will provide the City with a Public Education Program Development Tool for Traditional MS4s which identifies the location of residential, commercial, institution, industrial target audiences within the City; the associated pollution generating behaviors; likely Pollutants of Concern; the location of streams; and the classified "Best Use" of these streams. 2. For 2018/2019 will continue tabling at City events (Tulip Festival; City Hall on the Road) 3. For 2018/2019 will research where litter is a problem; why it's a problem; brainstorm strategies for addressing litter problem; and develop a proposal for action steps. 4. For 2018/2019, implement utility bill mailings (24,500 households). 5. For 2018/2019, stencil ~50 catch basins, areas to be determined (all MS4) 6. For 2018/2019, monitor PCSMP signage requirement for ongoing compliance. 7. For 2018/2019, insert water quality message into Household Hazardous Waste Collection Day promotional flyer. 8. For 2018/2019 monitor condition and presence of pet waste stations (ACSWCD pet waste program 10 stations)

Activity Logs

Activity Date	Data Type	Quantity	Comments
04/28/2017			For this reporting period (Spring, 2017) reviewed Target Audience Analysis Worksheet and based on the municipal boundary (City of Albany) focused on gross solids and bacteria from septic system as the pollutants of concern.
10/13/2017			Presented the Project Web activity Macro Mayhem to 88 elementary students (Conservation Field Day, sponsored by Albany County Soil and Water District)
02/28/2018			56 catch basins were stenciled by the end of February 2018 (in Normanskill watershed).
03/09/2018			For this reporting period, 10 additional pet waste stations were installed within the MS4 area (ACSWCD program). Pet waste station has bags and trash container.
03/09/2018			For this reporting period, promoted ACSWCD rain barrel program.
03/09/2018			For this reporting updated email list, includes City staff and development community.
03/09/2018			For this reporting period, multiple mailings in utility bills to ~24,500 households (POC-litter).
03/09/2018			For this reporting period, maintained two brochure racks maintained.
03/09/2018			For this reporting period, participated in multiple tabling events (City Hall on the Road and Tulip Festival). Table which had stormwater literature and staff person explaining "stormwater".

City of Albany SWMP Doc 2018 to 2019
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03/09/2018	For this reporting period, City staff participated in the Future Cities program mentoring two City of Albany elementary schools- stormwater and green infrastructure explained.
03/09/2018	For this reporting period, three presentations by the SW Program Coordinator to the Sheridan Hollow Green Infrastructure Committee and three presentations to the Vacant Land Committee regarding green infrastructure opportunities.
03/09/2018	For this reporting over multiple dates the City of Albany website was reviewed and updated; additional educational brochures (water pollution; litter; invasive plants; pet waste; rain barrel info; children activity stormwater section).
03/09/2018	For this reporting period. water quality message now on all literature (flyer) promoting the Household Hazardous Waste Collection Day (~5 HHWC Days in City each year).
03/09/2018	For this reporting period, the signage requirement has been incorporated into all SWPPP reviews; plans approved when signage requirements are met; NOT signage requires approval of plans. So far, one sign installed as result of this requirement; other projects in the pipeline. Photos taken of signage.

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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 2B-2 Public Participation/Involvement (MCM2 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Evalu

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 2-2 MG2 C/Albany. By 6/1/2017, C/Albany posts the FINAL Joint Annual Report on the C/Albany website (Stormwater page). Posting occurs in the permit year ending 3/9/2018. 2. Description: 2-5 MG2 C/Albany. By 3/9/2018, the SW Program Coordinator develops procedures which clarify how queries and/or complaints regarding stormwater are routed and monitored across all relevant Departments. Procedures document information to track. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019 City staff coordinate tree planting program on Quail Street to support green infrastructure improvements (flyer used to explain why). DATE: 5/19/2018, 2. For 2018/2019 City participates in Coalition WAVE Volunteer Stream Monitoring (recruit volunteers).

Activity Logs

Activity Date	Data Type	Quantity	Comments
04/28/2017			Buckingham Pond Clean Up with volunteers organized by Buckingham Pond Conservancy; City distributed stormwater info and monitor amount of trash picked up.
06/30/2017			DRAFT Joint Annual Report (includes City of Albany Annual Report) posted on Coalition and City of Albany website for public comment; comments, if any included in FINAL Joint Annual Report, FINAL Report posted on Coalition and City of Albany website - all completed by end of June, 2017
09/29/2017			Participated in promoting Coalition WAVE Stream Monitoring (recruit volunteers using Facebook); 3 WAVE events.
03/09/2018			City SW Staff monitor SeeClickFix App for SW related complaints
03/09/2018			Set up email account for public complaints via City website - complaints go to SW Prog Coordinator
03/09/2018			For this reporting year, complaint procedures discussed in inter-department trainings (emphasis IDDE related complaints).

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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 2C--3 Illicit Discharge Detection & Elimination (MCM3 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 3-1 MG3 C/Albany. By 3/9/2019, the C/Albany stormwater staff will review existing outfall maps, identify new areas to map, and complete outfall map. 2. Description: 3-4 MG8 Coalition & City of Albany (GRANT) PATROON & KRUMKILL. By 3/9/2017 City of Albany GIS consultant completes digitization of City map records of storm separation in Patroon Creek and Krumkill; digitization incorporates necessary elements of Coalition Storm System Data Model and ESRI Local Gov't Model. Data potentially posted on Coalition mapper. 3. Description: 3-4 MG9 Coalition & City of Albany staff (GRANT). PATROON. By 3/9/2018 80% of City of Albany storm system located in the Patroon Creek watershed is mapped, includes QA/QC, topology checks. 4. Description: 3-4 MG10 Coalition & City of Albany staff (GRANT). PATROON. By 3/9/2019 100% of City of Albany storm system located in the Patroon Creek watershed is mapped, includes QA/QC, topology checks. Data prepared for storm sewershed delineation and posted on Coalition mapper. 5. Description: 3-4 MG19 Coalition & City of Albany staff (GRANT). KRUMKILL. By 3/9/2018 80% of City of Albany storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper. 6. Description: 3-4 MG20 Coalition & City of Albany staff (GRANT). KRUMKILL. By 3/9/2019 100% of City of Albany storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data potentially posted on Coalition mapper. Data prepared for storm sewershed delineation. Grant funded mapping technicians assist. 7. Description: 3-8 MG3 C/Albany. By 3/9/2018 the C/Albany stormwater staff will review and update as needed existing written procedures for the IDDE program potentially matched to new MS4 permit. 8. Description: 3-9 MG3 C/Albany. By 3/9/2018, the C/Albany SW Program Coordinator will map illicit discharges and incorporate their locations into their GIS. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019, as storm system mapping is completed, review existing City outfall maps and update all outfall maps. 2. For 2018/2019 complete ORI's as indicated by completed and corrected outfall maps (20% of outfalls). 3. For 2018/2019, conduct stream assessment of Krumkill and Normanskill to identify sources of pollution (outfalls and otherwise).

Activity Logs

Activity Date	Data Type	Quantity	Comments
12/13/2017			Digitization of Patroon Creek historic map records completed. City reimbursed by Coalition of mapping.
12/29/2017			For this reporting period, multiple meetings with Coalition and City staff to coordinate storm system mapping in City of Albany. Field mapping schedule developed, start Spring, 2017. Mapping included PATROON and KRUMKILL watershed infrastructure.
01/31/2018			Written IDDE Procedures updated.
03/09/2018			For this reporting period, 57 ORI's completed.
03/09/2018			For this reporting period, no illicit discharges mapped.
03/09/2018			For this reporting period, reviewed City outfall maps; GPS'd identified outfalls owned by the City; and updated existed outfall maps with new data.

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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 2D-4 Construction Site Runoff Control (MCM4 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Evalu

Added:	3/23/2018	Due:	3/9/2019
Completed:	NA	Description: Previous Goals for 2018 from SWMPv5: Goals developed since 2015 have been completed (procedures and record keeping, etc.) New Goals (Activities): 1. For 2018/2019 continue to implement current MS4 Permit requirements (SWPPP Review for site plan approval; MS4 Construction Site inspections; review of weekly inspection reports; enforcement action as needed; maintain records).	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 2E-5 Post-Construction Stormwater Mgmt (MCM5 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual E

Added:	3/27/2018	Due:	3/9/2020
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 5-8 MG3 C/Albany. By 3/9/2018, continue to update inventory of built stormwater practices since 2003. Continue record keeping named in MS4 Permit annual report. 2. Description: 5-9 MG4 C/Albany. By 3/9/2018, City mapping/ stormwater staff will review with Coalition staff post construction stormwater practice mapping to date and coordinate future mapping, as needed given DEC grant deliverables; MS4 Permit requirements; and Water Dept interests. Inspection related data will include minimally: date of inspection, results of inspection, O and M activity performed. 3. Description: 5-12 MG3 C/Albany. The C/Albany stormwater staff continues to maintain necessary post-construction records for use in internal operations and the MS4 Permit Annual Report document. Procedures related to record keeping may be adjusted in the upcoming year (2018). <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2018, continue to maintain post construction sw practices which are City owned. 2. For 2018/2019 continue to implement all maintenance related procedures (explain O & M requirements to owners; monitor inspections; conduct inspections as needed; enforcement; monitoring filing of O & M documentation with deeds; record keeping). 3. For 2018/2019, map all PC SMPs associated Construction Activity Permits.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			For this reporting period mapping of PC SMPs included in coordination meeting (PC SMPs mapping to start Spring, 2018, along with all other storm system/oufall/municipal facility maps.(Coalition grant)
03/09/2018			For this reporting period, reviewed existing maintenance agreements and as needed took enforcement action.
03/09/2018			For this reporting period, record keeping of all post construction practices revised so that each Construction Activity permitted site has its own folder which includes all records pertaining to post construction sw practices. All owner - operators of these practices received a letter delivered by hand explaining practices; maintenance needs; and need to submit inspection reports annually to the City SW Prog Coordinator. Submission of inspection reports monitored. Letter explained need for inspections and consequences (fines).
03/09/2018			For this reporting period, inventory of PCSMPs routinely updated (current inventory: 30 PC SMPs)

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Albany-City (MS4 Permit #NYR20A464) BMP Detail | Minimum Control Measure: 2F-6 Pollution Prevention/Good Housekeeping (MCM6 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 6-2 MG4 C/Albany. By 3/9/2018, C/Albany Water Board staff will review assessments and BMP Summary Sheets completed for all facilities, update, and communicate BMP needs to appropriate staff. 2. Description: 6-3 MG3 C/Albany. By 3/9/2018, C/Albany stormwater staff reviews mandated catch basin inspections and clean out schedule for all catch basins as itemized in the CSO BMP Annual Report. Inspection, clean out, and repairs if necessary are documented for the MS4 Permit Annual Report. 3. Description: 6-4 MG3 C/Albany. By 3/9/2018, the C/Albany stormwater staff will review procedures for collecting sweeping data (road miles and parking lot acreages), update as needed, and provide for the MS4 Permit annual report. 4. Description: 6-7 MG3 C/Albany. By 3/9/2018, the C/Albany Stormwater Program Coordinator will continue to collect the named usage data for the MS4 Permit annual report. 5. Description: 6-8 MG3 C/Albany. By 3/9/2018, C/Albany SW Program coordinator will document the amount of hazardous waste collected by the City and reported to NYSDEC by the recycling coordinator; number of clean up events also tracked. 6. Description: 8-4 MG3 C/Albany. By 3/9/2018, C/Albany stormwater staff shows IDDE - A Gate Concern training DVD to 100% of Water Dept staff; 50% of General Services staff (landfill; golf course; parks/rec-- in general field staff). <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019 distribute and explain BMP Summary Sheets to various municipal facility administrators; monitor performance; follow up as needed 2. For 2018/2019, complete facility audits according to tri-annual assessment schedule 3. For 2018/2019 continue to obtain from all appropriate City staff catch basin cleaning and repair data; sweeping data; salt usage; fertilizer/herbicide use data; hazardous household material collected data for Annual Report. 4. For 2018/2019 communicate to all appropriate staff procedures for reporting stormwater issues to the SW Prog Coord (phone or email). 5. For 2018/2019, continue to train City staff from multiple Depts using DVDs from Coalition (IDDE-Grate Concern; Spill and Skills; or others).

Activity Logs

Activity Date	Data Type	Quantity	Comments
07/31/2017			Conducted numerous facility self audits throughout City (according tri-annual schedule, ~20 self audit); developed BMP sheets for each facility
03/09/2018			For this reporting period, multiple trainings held for multiple Depts, showed IDDE-A Grate Concern and Spills and Skills DVD from Coalition: Water Dept; Building and Codes; Golf Course; Landfill; Parking Authority; Planning and Zoning Dept; Police Dept; Fire Dept; Recreation Dept; Dept of General Services
03/09/2018			For this reporting period, received and recorded all Household Hazardous Waste Collection Day data from DGS and included in Annual Report.
03/09/2018			For this reporting period, received sweeping data from DGS and recorded data for Annual Report.
03/09/2018			For this reporting period, recorded all catch basin cleaning and repair records and incorporated into spreadsheet managed by SW Prog Coordinator.

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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 1A SW Mgmt Program Requirements - Administrative (GP-0-17-002 DRAFT MS4 Permit) - SV

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	<p>Description:</p> <p>A. Previous "Administrative" Goals for 2018 from SWMPv5:</p> <p>1. Description: 7-1 MG12 Coalition (GRANT; COALITION OPERATIONS). IMA. By 9/30/2017, the Coalition Program Coordinator will consult with Board members to finalize the content of the Coalition Intermunicipal Agreement (IMA) and prepare paperwork such that the IMA can be executed by at least ten Coalition members by September 30, 2017. The IMA contract end date minimally must incorporate the contract end date of the REDC/NYSDEC WQIP Contract #C00081GG, which is May 31, 2020.</p> <p>*****</p> <p>B. "Administrative" Requirements in DRAFT MS4 Permit:</p> <p>1. Stormwater Program Coordinator (designated in writing)</p> <p>2. Sharing Resources (legally binding; signed and dated by all parties; kept up to date; is part of the SWMP Plan)</p> <p>3. Staffing Plan/Organizational Chart (written staffing plan, identifies individuals, including those identified in "Sharing Resources" documentation; identifies the roles/responsibilities associated with each required element of program)</p> <p>*****</p> <p>C. New Goals (Activities):</p> <p>For 2019/2020 complete organizational chart</p>	

Activity Logs

Activity Date	Data Type	Quantity	Comments
12/08/2017			Town signs Coalition Inter-municipal Agreement-Memorandum of Understanding (1/1/2018 to 12/31/2023).

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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 1B SW Mgmt Program Requirements - Mapping (GP-0-17-002 DRAFT MS4 Permit) - SWMP "

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>A. Previous Mapping Goals for 2018 from SWMPv5: See MCM 3</p> <p>*****</p> <p>B. Mapping Requirements from GP-0-17-002 DRAFT MS4 Permit:</p> <ol style="list-style-type: none"> 1. Show entire small MS4 conveyance system 2. Location of all outfalls with priority rating identified 3. Additional designated boundaries 4. Names & location of all surface waters of the state within regulated area (classification; impairment and POC, if applicable; TMDL watershed area) 5. Location of all interconnected MS4 outfall with name and contact MS4 operator 6. Location and type of conveyance - closed pipe or open drainage (drop inlet/catch basin/ manhole locations/ number/size of connections to catch basins and manholes; direction of flow). 7. Catch basins 8. Roads 9. Land area draining to MS4 (i.e. sewersheds) 10. Land cover areas 11. Topography (USGS Quadrangle Map or better) 12. Areas of concern (areas served by sanitary sewer; areas served by septic system; commercial/industrial areas) 13. Post Construction Stormwater Management Practices 14. Municipal facilities 15. Location of suspected, confirmed, and corrected illicit discharges 16. Required format, scale, and detail of map shall be appropriate to facilitate a clear understanding of system 17. The map shall be updated annually to reflect newly discovered information and required corrections or modifications 18. The map shall be updated annually to reflect revised prioritization as new information becomes available <p>*****</p> <p>C. New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2019/2020 the Town will review DRAFT MS4 Permit mapping requirements and identify mapping needs as needed (stormwater conveyance and program elements). Will research integration of MS4 Program implementation with GIS technology.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			For this reporting period, the Town has used GIS mapping technology to implement MS4 Permit requirements. Mapping data includes many of the DRAFT MS4 Permit requirements (conveyances system-partially completed; post construction sw practices; municipal facilities; plus other standard GIS layers (roads, waterbodies, etc.)). Status of mapping described in individual MCMs.

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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 1C SW Mgmt Program Requirements - Legal Authority (GP-0-17-002 DRAFT MS4 Permit) - S\

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>A. Previous "Legal Authority" Goals for 2018 from SWMPv5 related to MCM3 IDDE and MCM 4/5 Construction Activity Permit:</p> <p>*****</p> <p>B. "Legal Authority" Requirements in DRAFT MS4 Permit:</p> <p>1. Similar to current MS4 Permit for MCM 3 IDDE Traditional and Non Traditional MS4s</p> <p>2. Similar to current MS4 Permit for MCM 4 and 5 (Conformance with Construction Activity Permit) Traditional and Non Traditional MS4s</p> <p>*****</p> <p>C. New Goals (Activities):</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 1D SW Mgmt Program Requirements - Enforcement Measures & Tracking (GP-0-17-002 DRAFT)

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>A. Previous "Enforcement Measures and Tracking" related Goals for 2018 from SWMPv5: :</p> <p>*****</p> <p>B. "Enforcement Measures & Tracking" Requirements in DRAFT MS4 Permit:</p> <p>1. Develop and implement an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations of local laws for illicit discharges, construction and post-construction.</p> <p>2. ERP must address repeat and continuing violations through progressively stricter response (escalation of enforcement) as needed to achieve compliance with the terms and conditions of this permit.</p> <p>3. ERP must describe how MS4 Operator will use the following types of enforcement responses or combination of responses based on type, magnitude, and duration of violation, effect of violation on receiving water, compliance history of operator, and good faith of the operator in compliance efforts (verbal warnings; written notices; citations (with fines); stop work orders; withholding of plan approvals or authorizations; additional measures supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations.</p> <p>4. Enforcement Tracking-MS4 Operator must track instances of non-compliance. Enforcement case documentation must include, at a minimum: name of owner/operator; location of stormwater source; description of violation; description of enforcement response use, including escalation; accompanying documentation of enforcement responses; any referrals to different departments of agencies; date violation was resolved.</p> <p>*****</p> <p>C. New Goals (Activities):</p> <p>For 2019/2020 review current MS4 Permit requirements and DRAFT MS4 Permit requirements to write procedures which address MCM 3 IDDE and Town oversight of the Construction Activity Permit (MCM 4 and MCM 5). Combine procedures of current permit with Enforcement Response Plan and Tracking requirements of DRAFT MS4 Permit. Reference procedures to updated organization chart.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
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Town of Bethlehem SWMP Doc 2018 to 2019
Annual Evaluation (April, 2018)



Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 2A-1 Public Education/Outreach (MCM1 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Evalu:

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 1-3 MG2 T/Bethlehem. By 3/9/2018, SW Program Coordinator reviews existing stormwater information on Town website and repositions information so that stormwater is more prominent and easier for the public to locate. 2. Description: 1-11 MG6 T/Bethlehem. By 3/9/2018, relevant Town stormwater staff (Town Highway Supervisor, possibly Parks and Rec staff, Dept of Public Works/Stormwater Program Coordinator) will review rain garden options and decide future plans. 3. Description: 1-11 MG5 Town of Bethlehem. By 3/9/2018, Town of Bethlehem will require that all future post-construction stormwater practices named in the NYSDEC Stormwater Management Design Manual and approved by the Town will have the necessary signage, as per Chapter 3 of the Design Manual. Town staff will include this requirement in their SWPPP Review procedures and ensure that a detail of the signage is included in the approved site plans. Stormwater Program Coordinator will ensure that for projects issued an Notice of Termination (NOT) that signage is installed prior to NOT sign off. 4. Description: 1-16 MG3 T/Bethlehem. By 3/9/2018, T/Bethlehem SW Program Coordinator will post a water quality message on the Town website when promoting the HHWC Day. 5. Description: 1-17 MG3 T/Bethlehem. By 3/9/2018, the Town of Bethlehem, will update the Town Hall brochure display to coincide with the new target audience analysis. 6. Description: 1-18 MG3 T/Bethlehem. By 3/9/2018, the Town of Bethlehem will apply markers at catch basins and distribute doorhangers in residential neighborhoods (estimated 3 neighborhoods). 7. Description: 1-20 MG2 T/Bethlehem. By 3/9/2018, the Town of Bethlehem Stormwater Program Coordinator responds to all queries from Homeowner's Association, local Neighborhood Associations, and the general public. The Program Coordinator tracks content of query, all publications distributed, and time spent in response. If meetings are held, log is kept of meeting date. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2019 Rain Garden sign at Elm Ave park will be removed and temporarily stored with SW Prog Coord for re-installation once new rain garden designed/built. 2. For 2018/2019, existing Post Construction SW Practices without signage will be identified and signs created which identify the practice for work order/maintenance purposes. Stormwater signage initiative to be completed over multiple years. 3. For 2018/2018 distribute stormwater literature at Household Hazardous Waste Collection Day. 4. For 2018/2019 continue to distribute Moving Dirt and Pool Brochure to individuals seeking a building permit; monitor amount distributed. 5. For 2018/2019, the Coalition will provide the Town with a Public Education Program Development Tool for Traditional MS4s which identifies the location of residential, commercial, institution, industrial target audiences within the Town; the associated pollution generating behaviors; likely Pollutants of Concern; the location of streams; and the classified "Best Use" of these streams.

Activity Logs

Activity Date	Data Type	Quantity	Comments
09/29/2017			Updated info on Town website, reorganized existing stormwater info, added Target Audience Analysis maps and description; removed outdated info (maps, mostly).
09/30/2017			Water quality message not included in literature promoting Household Hazardous Waste Collection Day. Instead, After the Storm brochure distributed to 582 households as they waited in line to drop off their waste material.
01/31/2018			SW Prog Coordinator discussed status of Rain Garden with newly elected Highway Superintendent. Rain Garden needs to be moved for proper function; maintenance program developed; and current signage addressed.
02/28/2018			Markers not applied to catch basins in estimated 3 neighborhoods. Instead, Town now requires all catch basins to have castings which read, "Dump No Waste/Drains To River".
03/09/2018			By end of reporting period, no queries from Homeowner Associations; therefore no related stormwater education material provided.
03/09/2018			Over reporting period 3/10/2017 to 3/9/2018, Moving Dirt brochure distributed to individuals receiving a building permit (963 brochures distributed). Swimming Pool handout distributed individuals intending to build a pool (40 brochures).
03/09/2018			Town Hall brochure display on 2nd floor of Town Hall evaluated for effectiveness; not many brochures distributed; value of continuing brochure rack discussed.
03/09/2018			The Town has incorporated the Post Construction SW Practice signage requirement in the SWPPP Review and Plan Review process, prior to Planning Board approval. All signage is compliant with NYSDEC SW Design Manual requirements. Multiple signage now on site.

Files

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Photos

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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 2B-2 Public Participation/Involvement (MCM2 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 2-1 MG2 T/Bethlehem. By 6/1/2017, the Town of Bethlehem posts the FINAL Joint Annual Report on the Town website. Posting occurs in the permit year ending 3/9/2018. 2. Description: 2-5 MG3 T/Bethlehem. By 3/9/2018, the Town of Bethlehem will review system to track complaints, as currently implemented using the "Report a Concern" process. To be continued, if no issues. Tracking data includes: date, nature of complaint, responsible Town department, and follow-up. Stormwater elements and Sharepoint to be evaluated. 3. Description: 2-6 MG2 T/Bethlehem. By 3/9/2018, the Town of Bethlehem will host three (3) community clean up days. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2019/2020 continue to support Annual Report: public comment process and posting of FINAL Annual Report. 2. For 2019/2020 continue to support the Track A Concern program and monitor/respond to public questions, complaints, other issues of concern. 3. For 2019/2020 continue to support Community Clean Up Days. 4. For 2019/2020 support Coalition outreach to recruit volunteer stream monitors (WAVE)

Activity Logs

Activity Date	Data Type	Quantity	Comments
06/30/2017			The Coalition posted the DRAFT Joint Annual Report (includes T/Bethlehem Annual Report) for public comment (May, 2017). Comments, if any included in FINAL Joint Annual Report. FINAL Joint Annual Report posted on Coalition and Town website ~June, 2017.
09/29/2017			Citizens along Dowerskill stream corridor initiated and supported, tree plantings to stabilize corridor and prevent erosion. Partners included ACSWCD who guided with trees to plant; Town staff supported planting effort. (63 trees planted). Homeowners will monitor tree planting success and maintenance.
09/29/2017			As Coalition member participated in 3 WAVE Volunteer Stream Monitoring events; one located in Town of Bethlehem (Krumkill).
03/09/2018			By end of this reporting period, five community clean up events. 4/22/17 Route 32; 5/27/17 Elm Ave Park ; 6/28/17 CDTA Park and Ride; 8/15/17 Rail Trail; and 9/26/17 9W and Elsmere. Organized by Town Supervisor's office.
03/09/2018			The Town continues to track complaints from the public, using "Track A Concern" portal. This past reporting period; 11 total complaints; 7 drainage related; 4 stormwater related (questions about marking of gretes; back up of stormwater on property; standing water spongy soils and organic debris breakdown in sw system; catch structure issues).

Files

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Photos

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Town of Bethlehem SWMP Doc 2018 to 2019
Annual Evaluation (April, 2018)



Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 2C--3 Illicit Discharge Detection & Elimination (MCM3 SWCoal/Mbr MS4s) SWMP '18 to '19 -

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 3-4 MG15 Coalition and Town of Bethlehem staff (GRANT). KRUMKILL. By 3/9/2017, Coalition Program Technician secures from T/Bethlehem existing storm system infrastructure mapping data of Krumkill watershed. Post on Coalition web mapper, adjusted for purpose of sewershed delineation. 2. Description: 3-1 MG3 T/Bethlehem. By 3/9/2018, the Town of Bethlehem continues ongoing mapping of new outfalls after Planning Board approval. 3. Description: 3-4 MG29 Coalition and Town of Bethlehem staff (GRANT). KRUMKILL. By 3/9/2018, Coalition Program Technician secures from T/Bethlehem existing storm system infrastructure mapping data of Krumkill watershed. Post on Coalition web mapper, adjusted for purpose of sewershed delineation. 4. Description: 3-8 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will review and update as needed the written procedures for the IDDE program. 5. Description: 3-9 MG4 T/Bethlehem. By 3/9/2018, T/Bethlehem Stormwater Program Coordinator meets with relevant staff to communicate the purpose of IDDE track down; explain MS4 Permit reporting requirements, and develop a system for recording illicit discharge information across multiple departments. 6. Description: 3-9 MG3 T/Bethlehem. By 3/9/2018, T/Beth SW Program Coordinator will generate a database of historic IDDE complaints for incorporation into the Town GIS program. Data will include permit requirements and necessary documentation regarding response. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2019/2020 continue to map new outfalls as described previously 2. For 2019/2020 complete mapping of existing storm system and program elements (outfalls; post construction stormwater practices; and municipal facilities. 3. For 2019/2020 delineate storm sewershed boundaries for all storm water conveyances system (top of conveyance to outfall). 4. For 2019/2020 complete ORI for 20% of outfalls (~20% of 466, most current count of mapped outfalls) will prioritize newly mapped outfalls. 5. For 2019/2020 create an IDDE Program Procedure manual.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			Additional system mapping allowed for an update of "mapped outfalls". Current # of outfalls mapped and recorded on annual report is 399 (AR2017). Most up-to-date count of mapped outfalls is 466.
03/09/2018			No update of IDDE Program Procedures; nor review of track down procedures with staff.; not enough historic IDDE complaints to warrant analysis of history.
03/09/2018			Over past reporting year, storm system mapping, which includes conveyance system, stormwater practices, regulatory MS4 outfalls has been updated for existing elements, to be completed by 3/9/2019.
03/09/2018			The Town continues ongoing mapping of new outfalls post Planning Board approval, confirmed (GPS'd) in field after construction. Initial outfall maps based on completed, approved CAD files which are converted to GIS.
03/09/2018			Storm system mapping completed by Town GIS team in Krumkill watershed. Data to be incorporated into storm sewershed delineation.

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Photos

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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 2D-4 Construction Site Runoff Control (MCM4 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual

Added:	3/23/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 4-2 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will review and update as needed the written procedures for SWPPP review. 2. Description: 4-4 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will review and update as needed their written complaint procedures. 3. Description: 4-5 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will review and update as needed their written procedures for construction inspection and enforcement. 4. Description: 4-6 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will review and update as needed the standard pre-construction meeting format to ensure appropriate conveyance of stormwater requirements to the Contractor/Owner. 5. Description: 4-8 MG2 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will utilize the Town GIS system and SharePoint to track all approved SWPPPs; contain in one location the SWPPP and related documents; and track other SWPPP related data. SWPPP information includes active projects. Time permitting, back data pertaining to inactive projects will be loaded into database. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. See Program Requirements- Administration (DRAFT MS4 Permit, etc) for goals pertaining to "procedures". 2. For 2018/2020 will update MS4 Construction Site inspection forms and procedures to meet anticipated changes in MS4 Permit and existing, known updates to Construction Activity Permit NYSDEC Standards and Specification for Erosion and Sediment Control ("Blue Book") 3. For 2019/2020 review and update pre-construction meeting requirements and revise existing pre-construction meeting form and procedures as needed.

Activity Logs

Activity Date	Data Type	Quantity	Comments
10/31/2017			SWPPP Review procedures--TDEs required to use SWPPP Review Checklist and submit to SW Program Coordinator.
03/09/2018			SharePoint continues to be where all stormwater related data is stored, managed, and maintained. Info has been back filled so that database is as informative as possible and as current as possible. Older project data still needs to be entered.
03/09/2018			Recently hired SW Program Coordinator reviewed all MCM 4 and MCM 5 (procedure writing) requirements of MS4 permit and is sufficiently informed of existing procedures to prepare written documents as required.

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Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 2E-5 Post-Construction Stormwater Mgmt (MCM5 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Evaluation

Added:	3/27/2018	Due:	3/9/2020
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <p>1. Description: 5-12 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will utilize the Town GIS system to track and inventory all post construction practices within the MS4. Tracking data will match MS4 Permit requirements pertaining to post-construction (#/type of post-construction practices inspected/maintained), to also include centralization of all SWPPP information in common folder system (SharePoint). Data includes active sites and back data for inactive sites, time permitting.</p> <p>New Goals (Activities):</p> <p>1. For 2019/2020 complete inspections on all Town owned post-construction sw practices.</p> <p>2. For 2019/2020 integrate Town work orders and maintenance requirements for post construction sw practices with HTE Town work order system.</p> <p>3. For 2019/2020 continue to contact owners of non Town owned post construction sw practices for info about certifications and maintenance documentation (prioritize owners who did not respond previously).</p> <p>4. SWPPP Review procedures to be written, see SW Prog Requirements above.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			Sent letter to all owners of privately owned post construction sw practices asking owners for annual certification and maintenance records (~80 practices; ~ 60 owners) Received responses from 1/3 of letter recipients who supplied required info.
03/09/2018			Maintained 3 Town owned practices; made corrective measures as needed.
03/09/2018			Throughout reporting year, Town owned post-construction sw practices were inspected (~5 practices). Form used is modeled after the NYSDEC Maintenance Guidance document.
03/09/2018			Throughout permit reporting year, the Town continues to inventory and map using GIS technology post construction sw practices. Inventory is up-to-date and records are kept of maintenance requirements - all using SharePoint.

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Photos

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Town of Bethlehem SWMP Doc 2018 to 2019
Annual Evaluation (April, 2018)



Bethlehem-Town (MS4 Permit #NYR20A208) BMP Detail | Minimum Control Measure: 2F-6 Pollution Prevention/Good Housekeep'g (MCM6 SWCoal/Mbr MS4s) SWMP '18 to '19 - ,

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 6-2 MG2 T/Bethlehem. By 3/9/2018, the Town of Bethlehem Stormwater Program Coordinator reviews current list of municipal facilities; establishes date of past assessments; identifies format to use for future assessments; and develops schedule for completing self audits such that all audits are completed within mandated 3 year tri-annual assessment schedule. 2. Description: 6-3 MG2 T/Bethlehem. By 3/9/2018, the Town of Bethlehem Stormwater Program Coordinator meets with the Town Highway Supervisor to discuss: 1)catch basin inspections, clean out needs and issues; 2) long term strategy for inspecting and cleaning out catch basins; and 3)procedures and forms necessary to document inspections and clean outs. Plan is developed and approved. 3. Description: 6-4 MG2 T/Bethlehem. By 3/9/2018, Town of Bethlehem routinely sweeps all roads, both sides, once a year. All parking lots swept annually. Acreage and road miles swept is tracked and recorded in the annual report. 4. Description: 6-8 MG2 T/Bethlehem. By 3/9/2018, the Town of Bethlehem Highway Garage staff will provide for the Stormwater Program Coordinator amount of hazardous waste collected at Household Hazardous Waste Collection Day events. (From 3/10/2016 to 3/9/2017) 5. Description: 8-2 MG3 T/Bethlehem. By 3/9/2018, the Town of Bethlehem will discuss with the Stormwater Coalition status, interest in, and capacity of Coalition to present to the Town of Bethlehem Planning Board a "Green Infrastructure" program as follow up to Clean Water Act into program. 6. Description: 8-6 MG3 T/Bethlehem. By 3/9/2018 the Town of Bethlehem will identify new staff and show Rain Check DVD (staff from Highway Dept, possibly from other Departments) <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. For 2018/2020 Email Town staff (minimally 2x) with stormwater program updates re: Town initiative, changes in MS4/Construction Activity Permit regs, and other pertinent information. Purpose is to educate and support training of Town staff. 2. For 2018/2020 SW Program Coordinator will identify new staff and show Rain Check DVD. 3. For 2018/2020, complete all municipal facility self audits.

Activity Logs

Activity Date	Data Type	Quantity	Comments
01/31/2018			With the election of a new Town Highway Supervisor MS4 Permit requirements were discussed and status of catch basin inspections and clean outs discussed.
03/09/2018			For this reporting period, no training using DVDs.
03/09/2018			Green infrastructure program discussed with Coalition. Due to Coalition staff changes - no program implemented
03/09/2018			The Town Highway staff provided the SW Prcg Coordinator with information regarding Household Hazardous Waste participation (582 vehicles) and materials collected.
03/09/2018			For this reporting year, ~350 road miles (1 road, includes two sides) swept estimated 2x per year.
03/09/2018			Over reporting year all municipal facilities inventoried; facility self audit performed on some municipal facilities (~ 50 facilities assessed). All municipal facilities on inventory mapped (GIS).

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Stormwater Coalition of Albany County Annual Evaluation (April, 2018)



1A Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 1A SW Mgmt Program Requirements - Administrative (GP-0-17-002 DRAFT MS4 Permit) - 5

Added: 3/27/2018

Due: 3/9/2019

Completed: NA

Description:

A. Previous "Administrative" Goals for 2018 from SWMPv5:

1. Description: 7-1 MG12 Coalition (GRANT; COALITION OPERATIONS). IMA. By 9/30/2017, the Coalition Program Coordinator will consult with Board members to finalize the content of the Coalition Intermunicipal Agreement (IMA) and prepare paperwork such that the IMA can be executed by at least ten Coalition members by September 30, 2017. The IMA contract end date minimally must incorporate the contract end date of the REDC/NYSDEC WQIP Contract #C00081GG, which is May 31, 2020.

2. Description: 7-1 MG11 Coalition. By 3/9/2019, weekly staff meetings with existing Coalition staff and grant funded staff to coordinate ongoing Coalition work and grant implementation.

3. Description: 7-1 MG5 Coalition. By 12/31/2017, the Coalition Program Coordinator will develop a 2018 Coalition budget and work plan for approval by the Coalition Board of Directors and adoption by County Legislature.

4. Description: 7-3 MG4 Coalition. By 3/9/2018, the Stormwater Coalition Program Coordinator provides routine updates to the Coalition Working Group and Board regarding the status of the MS4 Permit and other relevant SPDES Permits. Time permitting, Coalition responds to proposed changes to the MS4 Permit.

5. Description: 7-4 MG6 Coalition. By 6/1/2018, if updated MS4 Permit has been released by NYSDEC, Coalition decides if SWMP document software tool (MS4Web) is still relevant. Budget impact for 2018 and impact on Coalition staff time to be explained at Board meeting(s).

6. Description: 7-8 MG3 Coalition. By 3/9/2018, as needed, the Coalition Program Coordinator, other Coalition staff, and Coalition members provide MS4 Permit audit support (EPA and NYSDEC) for audited members.

7. Description: 5-9 MG18 Coalition. By 3/9/2019, consultant services for impervious cover and building footprint layers delivered.

8. Description: 7-9 MG17 Coalition. By 3/9/2020, final State Voucher submitted to NYSDEC for reimbursement of spent grant funds.

9. Description: 7-9 MG16 Coalition. By 3/9/2020, final grant report submitted to NYSDEC.

10. Description: 7-9 MG15 Coalition. By 3/9/2019, invoices paid and State Vouchers submitted to NYSDEC for reimbursement of spent grant funds.

11. Description: 5-9 MG13 Coalition. By 3/9/2018, consultant services guide process of developing all forms. Forms finalized, linked to Coalition mapper and/or used by individual MS4s with GIS capacity.

12. Description: 7-9 MG14 Coalition. By 3/9/2019, grant quarterly reports submitted to NYSDEC.

13. Description: 7-9 MG9 Coalition. By 3/9/2018, grant quarterly reports submitted to NYSDEC.

14. Description: 7-9 MG12 Coalition. By 3/9/2018, County/Coalition issues an RFP and secures consultant to map imperviousness in Albany County. (Consultant Proj #3 Imperviousness)

15. Description: 7-9 MG11 Coalition. By 3/9/2018, County-Coalition-City of Albany arrange payment to City designated consultant for storm system digitization of Krumkill and Patroon map records.

16. Description: 7-9 MG10 Coalition. By 3/9/2018, invoices paid and State Vouchers submitted to NYSDEC for reimbursement of spent grant funds

B. "Administrative" Requirements in DRAFT MS4 Permit:

1. Stormwater Program Coordinator (designated in writing)

2. Sharing Resources (legally binding; signed and dated by all parties; kept up to date; is part of the SWMP Plan)

3. Staffing Plan/Organizational Chart (written staffing plan, identifies individuals, including those identified in "Sharing Resources" documentation; identifies the roles/responsibilities associated with each required element of program)

C. New Goals (Activities):

SHARED RESOURCES - Coalition Administration & Grant Management

1. Continue with Coalition management as itemized in IMA/MOU (prepare 2019 budget and workplan; manage staffing needs; prepare/facilitate Board and Working Group meetings; integrate all Coalition operations with County procedures (Management and Budget; Purchasing; Comptroller; Human Resources; General Services; Law Dept); implement Coalition and Grant workplan(s); manage grant (reports, vouchers); prepare RFP for Impervious/Building Footprint consultant services-grant funded consulting services.

2. Address long term funding and staffing concerns related to current dependence on grant funds, which support the use of GIS mapping technology (hardware, software, technical staff). Take action as determined by Board.

SHARED RESOURCES -Regulatory Input and Audits

3. Track NYSDEC release of revised "new: MS4 Permit; take action as needed

4. Support individual MS4s audited by EPA and/or DEC

Activity Logs

Activity Date Data Type Quantity Comments

Stormwater Coalition of Albany County Annual Evaluation (April, 2018)

09/29/2017	SHARING RESOURCES - MS4 Permit Audit Support: For this reporting period the Village of Green Island was audited by NYSDEC on 5/24/17. The Coalition Director provided audit guidance and support before audit and attended the audit.
10/16/2017	SHARING RESOURCES-Coalition Administration: Coalition IMA/MOU covering 1/1/2018 to 12/31/2023 fully executed by 12 MS4s (Albany County; City of Albany; Town of Bethlehem; City of Cohoes; Town of Colonie; Village of Colonie; Village of Green Island; Town of Guilderland; Village of Menands; Town of New Scotland; City of Watervliet; University at Albany-Uptown)
03/09/2018	SHARING RESOURCES-Regulatory Input: For this reporting period, no action by NYSDEC regarding DRAFT MS4 Permit; therefore no follow - up by Coalition members
03/09/2018	SHARING RESOURCES- NYSDEC Albany County MS4 Mapping Project Grant: For this reporting period, no RFPs developed for consultant services itemized in the grant (impervious/building footprint GIS layer; Form development; specialized GIS services).
03/09/2018	SHARING RESOURCES - NYSDEC Albany County MS4 Mapping Project Grant: For this reporting period, all required quarterly reports (narrative and MWBE) submitted to NYSDEC; grant items purchased and invoices paid; 1 State Aid Voucher submit and reimbursement check received; staffing needs and issues addressed.
03/09/2018	SHARING RESOURCES - Coalition Administration: For this reporting period, Coalition staff/Working Group reps participated in 12 Working Group meetings; Board reps attended 6 Board meetings; Board approved the 2018 Coalition Work Plan and Budget; multiple Coalition staff meetings, as needed. No changes in MS4 Permit, therefore funding continued for MS4Web SWMP document software.

Files

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Photos

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Stormwater Coalition of Albany County Annual Evaluation (April, 2018)



A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 1B SW Mgmt Program Requirements - Mapping (GP-0-17-002 DRAFT MS4 Permit) - SWMF

Added: 3/27/2018

Due: 3/9/2019

Completed: NA

Description:

A. Previous Mapping Goals for 2018 from SWMPv5:

1. Description: 1-1 MG3 Coalition (GRANT). By 3/9/2018, prepare a County wide map using tax parcel codes which characterizes land use and related pollutants of concern; make accessible to GIS users (Swim, GIS coordinators). Consider DRAFT MS4 Permit requirements for MCM 1 Public Education - Need to ID Significant Areas of Concern). SW Prog Tech Asst (mapping technicians) hired with grant funds assist.
2. Description: 1-1 MG4 Coalition (GRANT). By 3/9/2019, pilot WinSLAMM modeling tool to better characterize pollutant loading for a small "MS4" watershed in Albany County selected by MS4s (ex. McGaffey, Delphus Kill, etc.). Mapping technicians hired with grant funds assist.
3. Description: 3-1 MG4 Coalition (GRANT). By 3/9/2019 outfall maps of all interested Coalition members updated, posted on Coalition mapper. Grant funded mapping technicians assist.
4. Description: 3-1 MG3 Coalition (GRANT). By 3/9/2018, with process to update outfall maps of all interested Coalition members developed; implementation starts. Grant funded mapping technicians assist.
5. Description: 3-2 MG11 Coalition (GRANT). By 3/9/2019, post on Coalition mapper and/or provide for Coalition members, map layers developed by consultants (impervious layer for Albany County; digitization of storm system map records by City of Albany consultant; and U Albany professors/student interns mapping research projects (DOH septic-well data; green infrastructure assets in Albany County-degree of protection; soil boring data from SWPPPs; location of historic Erie Canal); or in-house with grant funds for staffing (land use and pollutants of concern, tax parcel analysis; WinSLAMM pollutants of concern pilot; storm system infrastructure; storm sewershed delineations; potentially combined sanitary-storm infrastructure)
6. Description: 3-2 MG9 Coalition & County IT. By 3/9/2018, Coalition maintains Coalition mapper, funded with Coalition dues; County hosts mapper on their server.
7. Description: 3-2 MG10 Coalition & County IT. By 3/9/2019, Coalition maintains Coalition mapper, funded with Coalition dues; County hosts mapper on their server.
8. Description: 3-4 MG8 Coalition & City of Albany (GRANT) PATROON & KRUMKILL. By 3/9/2017 City of Albany GIS consultant completes digitization of City map records of storm separation in Patroon Creek and Krumkill; digitization incorporates necessary elements of Coalition Storm System Data Model and ESRI Local Gov't Model. Data potentially posted on Coalition mapper.
9. Description: 3-4 MG9 Coalition & City of Albany staff (GRANT). PATROON. By 3/9/2018 80% of City of Albany storm system located in the Patroon Creek watershed is mapped, includes QA/QC, topology checks.
10. Description: 3-4 MG10 Coalition & City of Albany staff (GRANT). PATROON. By 3/9/2019 100% of City of Albany storm system located in the Patroon Creek watershed is mapped, includes QA/QC, topology checks. Data prepared for storm sewershed delineation and posted on Coalition mapper.
11. Description: 3-4 MG7 Coalition (GRANT) PATROON. By 3/9/2018, Coalition Stormwater Program Technician prepares Town of Colonie Patroon Creek storm system data for storm sewershed delineation. May include grant funded mapping technicians.
12. Description: 3-4 MG12 Coalition (GRANT) PATROON. By 3/9/2019 Coalition Program Technician and mapping technicians prepares County Patroon Creek data for storm sewershed delineation.
13. Description: 3-4 MG26 Coalition & City of Cohoes staff (GRANT). CSO. By 3/9/2019 100% of City of Cohoes storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.
14. Description: 3-4 MG14 Coalition (GRANT). PATROON. By 3/9/2019 Coalition Program Technician and mapping technicians complete Patroon Creek storm sewershed delineation. May use consultant services, or complete in-house.
15. Description: 3-4 MG16 Coalition & Town of Guilderland staff (GRANT). KRUMKILL. By 3/9/2018 100% of Town of Guilderland storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper. Mapping team includes Coalition staff, grant funded mapping technicians, and Town of Guilderland staff.
16. Description: 3-4 MG5 Coalition (GRANT). PATROON. By 3/9/2018, Coalition Stormwater Program Technician prepares Village of Colonie storm system Patroon Creek watershed, data for sewershed delineation.
17. Description: 3-4 MG19 Coalition & City of Albany staff (GRANT). KRUMKILL. By 3/9/2018 80% of City of Albany storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper.
18. Description: 3-4 MG20 Coalition & City of Albany staff (GRANT). KRUMKILL. By 3/9/2019 100% of City of Albany storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data potentially posted on Coalition mapper. Data prepared for storm sewershed delineation. Grant funded mapping technicians assist.
19. Description: 3-4 MG6 Coalition (GRANT). PATROON. By 3/9/2017 Coalition Stormwater Program Technician completes Town of Colonie storm system QA/QC topology data check for Patroon Creek watershed portion of Town. May include grant funded mapping technicians.
21. Description: 3-4 MG17 Coalition, Albany County (GRANT). KRUMKILL. By 3/9/2017 Coalition Program Technician, County staff map 100% of storm system owned by County located in Krumkill watershed. Includes QA/QC and topology checks. Data posted on Coalition mapper.
22. Description: 3-4 MG18 Coalition (GRANT) KRUMKILL. By 3/9/2017 Coalition Program Technician secures NYSDOT outfall maps for use when analyzing connectivity and ownership of storm system infrastructure throughout Krumkill watershed and elsewhere along NYSDOT roads.
23. Description: 3-4 MG4 Coalition (GRANT). PATROON. By 3/9/2017, Coalition Stormwater Program Technician and Village of Colonie staff complete 100% of storm system mapping in Village of Colonie Patroon Creek watershed, includes QA/QC topology checks. Data posted on Coalition Stormwater Program Mapper.

Stormwater Coalition of Albany County Annual Evaluation (April, 2018)

24. Description: 3-4 MG21 Coalition (GRANT). KRUMKILL. By 3/9/2019 Coalition Program Technician and grant funded mapping technicians complete Krumkill storm sewershed delineation. May use consultant services, or complete in-house.

25. Description: 3-4 MG27 Coalition & City of Watervliet staff (GRANT). CSQ. By 3/9/2018 75% of City of Watervliet storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.

26. Description: 3-4 MG22 Coalition, Village of Menands, Town of New Scotland, Village of Colonie, Albany County staff (GRANT). STORM MAPPING-NOT PRIORITY WATERSHEDS. By 3/9/2018, complete storm system mapping for Village of Menands, Town of New Scotland, Village of Colonie, and Albany County. Includes QA/QC, topology checks. Data posted on Coalition mapper.

27. Description: 3-4 MG28 Coalition & City of Watervliet staff (GRANT). CSQ. By 3/9/2019 100% of City of Watervliet storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.

28. Description: 3-4 MG23 Coalition & Town of Guilderland staff (GRANT). STORM MAPPING-NOT PRIORITY WATERSHEDS. By 3/9/2018 70% of Town of Guilderland storm system located outside Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper.

29. Description: 3-4 MG2 V/Menands & Coalition. By 3/9/2019, as part of DEC grant, the Village of Menands SW Program Coordinator will oversee and coordinate with Coalition staff an updated storm system infrastructure map.

30. Description: 3-4 MG25 Coalition & City of Cohoes staff (GRANT). CSQ. By 3/9/2018 75% of City of Cohoes storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.

31. Description: 3-4 MG11 Coalition, Albany County, Town of Guilderland (GRANT) PATROON. By 3/9/2017 Coalition Program Technician, County, and T/Guilderland staff complete 100% storm system mapping of infrastructure in Patroon Creek watershed owned by County and Town of Guilderland, includes QA/QC and topology checks. Data posted on Coalition mapper.

32. Description: 3-4 MG29 Coalition and Town of Bethlehem staff (GRANT). KRUMKILL. By 3/9/2018, Coalition Program Technician secures from T/Bethlehem existing storm system infrastructure mapping data of Krumkill watershed. Post on Coalition web mapper, adjusted for purpose of sewershed delineation.

33. Description: 3-4 MG13 Coalition and U Albany (GRANT). PATROON & KRUMKILL. By 3/9/2017 Coalition Program Coordinator explains mapping project to interested U Albany staff; both explore how best to delineate storm sewershed boundaries of Patroon and Krumill watersheds; options explored; grant mapping resources utilized as needed.

34. Description: 3-4 MG1 Coalition (GRANT). ANN LEE. By 3/9/2017, storm system mapping is 75% completed in Shaker tribs-Ann Lee pond watershed. Includes: Albany County, Village of Colonie, Town of Colonie.

B. Mapping Requirements from GP-0-17-002 DRAFT MS4 Permit:

1. Show entire small MS4 conveyance system
2. Location of all outfalls with priority rating identified
3. Additional designated boundaries
4. Names & location of all surface waters of the state within regulated area (classification; impairment and POC, if applicable; TMDL watershed areas)
5. Location of all interconnected MS4 outfall with name and contact MS4 operator
6. Location and type of conveyance - closed pipe or open drainage (drop inlet/catch basin/ manhole locations/ number/size of connections to catch basins and manholes; direction of flow).
7. Catch basins
8. Roads
9. Land area draining to MS4 (i.e. sewersheds)
10. Land cover areas
11. Topography (USGS Quadrangle Map or better)
12. Areas of concern (areas served by sanitary sewer; areas served by septic system; commercial/industrial areas)
13. Post Construction Stormwater Management Practices
14. Municipal facilities
15. Location of suspected, confirmed, and corrected illicit discharges
16. Required format, scale, and detail of map shall be appropriate to facilitate a clear understanding of system
17. The map shall be updated annually to reflect newly discovered information and required corrections or modifications
18. The map shall be updated annually to reflect revised prioritization as new information becomes available
19. NOT PRIORITY WATERSHEDS. By 3/9/2019 100% of Town of Guilderland storm system located outside Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper.

C. New Goals (Activities):

1. For 2018/2019, complete field & program mapping, corrections, finalization, metadata, and posting on SwIM for Albany County; Town of New Scotland; and Village of Green Island. (GRANT)
2. For 2018/2019, review and prepare existing datasets for Krumkill; Patroon; and Ann Lee Pond sewershed delineations (UAlbany; Town of Bethlehem; Town of Colonie) (GRANT)
3. For 2018/2019, complete sewershed delineations for storm system infrastructure in Krumkill; Patroon, and Ann Lee Pond watersheds; merge inter MS4 system data as needed; use all necessary data sets from Coalition members. Post on SwIM, if practical and helpful. (GRANT)
4. Test, develop, and finalize an ORI inspection Form using ESRI Survey123 ArcGIS Online platform (GRANT)
5. For all ArcGIS Online Survey 123 Forms, research all ESRI related costs; Stormwater Interactive Mapper "SwIM" issues; and long term administrative concerns for Coalition and members; present findings to Coalition Working Group/Board; discuss funding options and considerations with NYSDEC (GRANT)
6. Research Pronto Forms as alternative to ESRI ArcGIS Online Survey123; discuss with Town of Bethlehem; evaluate costs, hosting issues, and long term administrative costs for Coalition; present finding to Working Group/Board; discuss with NYSDEC (GRANT)
7. Purchase/load/give tablet w/ORI Inspection Forms; MS4 Construction Inspection Form; PC SMP Inspection Form; and Municipal Facility Self Audit Form to interested MS4s - may/may not be ESRI based (GRANT)
8. Continue to manage and support SwIM Stormwater Interactive Mapper (symbology; troubleshooting; UN/PW;

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metadata; posting system and program mapping data; update of other layers, as needed). (GRANT and MEMBER DUES); address long term support issues.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			GRANT: For this reporting period, Coalition staff explored GIS based FORMS technology. A sample ORI form was prepared using ESRI Survey 123 App.
03/09/2018			GRANT: For this reporting period, various map data sets were reviewed to determine status of mapping; and remaining mapping (Albany County; Town of New Scotland; Village of Menands; Village of Green Island; City of Albany)
03/09/2018			GRANT: To delineate storm sewersheds; particularly for storm drainage networks straddling multiple MS4/municipal boundaries, all relevant datasets need to be acquired. To delineate the Patroon Creek; Krumkill; and Ann Lee pond sewersheds, datasets are needed from Albany County; T/Guilderland; T/Bethlehem; City of Albany; V/Colonie; T/Colonie; and University at Albany. Two data sets are finalized and ready (T/Guilderland; Village of Colonie); three data sets have been provided to Coalition, but need to be reviewed and prepared for the sewershed delineation (UAlbany; T/Colonie; T/Bethlehem); and two datasets require additional field mapping (Albany County; City of Albany)
			While a test sewershed has been delineated in the Ann Lee pond watershed, given the status of all necessary storm system datasets, sewersheds have not been delineated for Patroon, Krumkill, and Ann Lee watersheds.
03/09/2018			GRANT: For this reporting period, mapping effectiveness is evaluated across all MCMs and individual BMPs ignored. Storm system & program maplg (outfalls-correct/archive, PCSMPs-location/inventory, muni facilities-location/inventory) completed/finalized for V/Colonie; T/Guilderland; C/Cohoes; C/Water/vlet.

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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 1C SW Mgmt Program Requirements - Legal Authority (GP-0-17-002 DRAFT MS4 Permit) -

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous "Legal Authority" Goals for 2018 from SWMPv5 related to MCM3 IDDE and MCM 4/5 Construction Activity Permit: ***** B. "Legal Authority" Requirements in DRAFT MS4 Permit: 1. Similar to current MS4 Permit for MCM 3 IDDE Traditional and Non Traditional MS4s 2. Similar to current MS4 Permit for MCM 4 and 5 (Conformance with Construction Activity Permit) Traditional and Non Traditional MS4s ***** C. New Goals (Activities):	

Activity Logs

Activity Date	Data Type	Quantity	Comments
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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 1D SW Mgmt Program Requirements - Enforcement Measures & Track'g (GP-0-17-002 DRAFT)

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description: A. Previous "Enforcement Measures and Tracking" related Goals for 2018 from SWMPv5: : ***** B. "Enforcement Measures & Tracking" Requirements in DRAFT MS4 Permit: 1. Develop and implement an enforcement response plan (ERP) which clearly describes the action(s) to be taken for violations of local laws for illicit discharges, construction and post-construction. 2. ERP must address repeat and continuing violations through progressively stricter response (escalation of enforcement) as needed to achieve compliance with the terms and conditions of this permit. 3. ERP must describe how MS4 Operator will use the following types of enforcement responses or combination of responses based on type, magnitude, and duration of violation, effect of violation on receiving water, compliance history of operator, and good faith of the operator in compliance efforts (verbal warnings; written notices; citations (with fines); stop work orders; withholding of plan approvals or authorizations; additional measures supported in local legal authorities, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials to correct violations. 4. Enforcement Tracking-MS4 Operator must track instances of non-compliance. Enforcement case documentation must include, at a minimum: name of owner/operator; location of stormwater source; description of violation; description of enforcement response use, including escalation; accompanying documentation of enforcement responses; any referrals to different departments of agencies; date violation was resolved. ***** C. New Goals (Activities):	

Activity Logs			
Activity Date	Data Type	Quantity	Comments
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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 2A-1 Public Education/Outreach (MCM1 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annual Eva

Added: 3/27/2018 Due: 3/9/2019

Completed: NA

Description:
Previous Goals for 2018 from SWMPv5:

1. Description: 1-1 MG3 Coalition (GRANT). By 3/9/2018, prepare a County wide map using tax parcel codes which characterizes land use and related pollutants of concern; make accessible to GIS users (Swim, GIS coordinators). Consider DRAFT MS4 Permit requirements for MCM 1 Public Education - Need to ID Significant Areas of Concern). SW Prog Tech Asst (mapping technicians) hired with grant funds assist.
2. Description: 1-1 MG4 Coalition (GRANT). By 3/9/2019, pilot WinSLAMM modeling tool to better characterize pollutant loading for a small "MS4" watershed in Albany County selected by MS4s (ex. McGaffey, Delphus Kill, etc.). Mapping technicians hired with grant funds assist.
3. Description: 1-3 MG6 Coalition. By 3/9/2018, Coalition staff evaluate and update Coalition website content, in particular home page wording so that it better explains purpose of member pages. Set up links to Coalition Facebook page.
4. Description: 1-3 MG6 Coalition. By 3/9/2018, the Coalition Program Coordinator evaluates links between Coalition member pages and individual MS4 stormwater pages. If severed, links restored. Goal is to have intact reciprocal links between the Coalition and all MS4s with stormwater web pages.
5. Description: 1-3 MG7 Coalition. By 3/9/2018, Coalition staff explains to Board status of current website design relative to new website technology and pros/cons of website design upgrades.
6. Description: 1-3 MG9 Coalition. By 3/9/2018, Coalition staff continue to maintain the Coalition website using membership funds (2017-2018). Usage is tracked using Google Analytics and the data is provided annually to Coalition members.
7. Description: 1-4 MG4 Coalition. By 3/9/2018, Coalition staff update Doorhanger publication with current membership list; more accurate storm drain stencil/marker image. Print order submitted; processed; paid.
8. Description: 1-6 MG2 Coalition. The Coalition Program Coordinator responds favorably to guest speaker requests, time permitting. Priority given to programs and organizations associated with Coalition member communities. Member communities routinely included in presentations where possible. If possible, for tracking purposes (MS4 Permit SWMP and Annual Report), the Coordinator records # of attendees, # of publications distributed; target audience, location and date of presentation.
9. Description: 1-7 MG3 Coalition. By 3/9/2018, the Coalition maintains and updates a Coalition-wide database (Microsoft Access) of e-mail addresses and other contact information. Database includes newly electeds, appointed municipal officials, and individuals interested in or responsible for some aspect of program implementation. The database is used to solicit public comments for the annual report, SWMP Plan document, and program implementation more generally.
10. Description: 1-12 MG2 Coalition. By 3/9/2018, Coalition staff establishes with Coalition Board and/or Working Group a policy for posting Coalition and water quality information on Facebook; sets up a Facebook account; and posts 3 items.
11. Description: 1-14 MG3 Coalition. By 3/9/2018, if webcast offerings are relevant and timely, the Coalition hosts 1 Center for Watershed Protection webcasts. Event is located at meeting room of Coalition member. Target audience: stormwater program managers; engineers, landscape architects; contractors; municipal officials; policy makers; interested public. For reporting purposes, the # attendees, date, and content of program is tracked.

New Goals (Activities):

1. For 2018/2019 maintain/update Coalition website (member info; post DRAFT Joint AR/ SWMP doc for public comment; post new publications)
2. For 2018/2019 distribute Coalition brochures to members
3. For 2018/2019, provide Coalition members with a Public Education Program Development Tool for Traditional MS4s which identifies the location of residential, commercial, institution, industrial target audiences; the associated pollution generating behaviors; likely Pollutants of Concern; the location of streams; and the classified "Best Use" of these streams.

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/27/2017			Coalition Coordinator/Director as panelist presented info for "What We Can Do To Protect Water Quality" program organized by Hudson River Watershed Alliance
04/04/2017			The Albany County Soil and Water District organized/Coalition co-sponsored a 4 Hr E/SC training at William F. Rice Extension Center; 24 Martin Rd; (78 wallet cards-individuals trained)
06/21/2017			Coalition sponsored s Center for Watershed Protection webinar presentation titled, "Making Urban Trees Count" at the Town of Colonie (14 attendees). The webinar was aborted due to technical issues - participants received webcast/online archive and PPT handout.
08/15/2017			Coalition Coordinator/Director presented Clean Water Act background and macro-invertebrate info as part of 3 WAVE Volunteer Stream Monitoring Events' (8/7/17-16 participants; 8/10/17-13 participants; and 8/15/17-6 participants)
10/05/2017			Coalition Coordinator/Director co-presented program titled, "Mapping and the MS4 Permit" at CDRPC Local Gov't training. While program is open to the public, the target audience is municipal officials and staff.
11/14/2017			The Albany County Soil and Water District organized/Coalition co-sponsored, along with various Contractor Associations a 4 Hr E/SC training at the Building Industry Center, 6 Airline Dr (38 wallet cards-individuals trained)
01/25/2018			WinSLAMM Modeling Tool tested and presented to Coalition members at Working Group meeting; pollutant loading estimates for a given time frame provided for connected storm sewershed in Ann Lee sub-watershed (trib of Shaker Creek)
03/09/2018			For this reporting period stocked Coalition brochures distributed to various Coalition members (T/Bethlehem; City of Albany; City of Watervliet).

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03/09/2018	For 2017/2018 reporting period, no updates to Doorhanger publication; no updates to Coalition email/list serve ACCESS database; no property tax code map identifying target audience/significant areas of concern; no Facebook research, policy docs, or postings. Two staff resignations; GRANT priorities (system and MS4 Program mapping; UAlbany mapping projects' SwIM updates); prevented consideration or implementation of these goals.
03/09/2018	For 2017/2018, Coalition website continues to be maintained, as portal for Public Comments (DRAFT Joint AR and SWMP Doc); meeting announcements; updated member info; posting of new publications; job postings. Google Analytics tracked for time period 3/10/17 to 3/9/18 shows website activity: total pageviews (6,735) and unique views (4,772). This is a decrease compared to previous reporting period (3/10/16 to 3/9/17); specifically 20% decrease in pageviews and 12% decrease in unique pageviews. No effort to update Coalition website this past reporting year (2017/2018). Links from/to Coalition website and members reviewed when posting DRAFT AR 2017 in May 2017.

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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 2B-2 Public Participation/Involvement (MCM2 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annu

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <p>1. Description: 2-2 MG2 Coalition. By 6/1/2017, Coalition members decide if they are submitting individual annual reports or a joint annual report. If joint annual report, Coalition members commit to the following schedule: DRAFT Joint Annual Report posted on the Coalition website (end of the first week in May); availability of DRAFT Annual Report sent to Coalition list serve, public comment period announced, and public comments regarding SWMP Plan encouraged; two week public comment period for Annual Report ends (~third week in May); public comments collected and included in FINAL Joint Annual Report; and public meetings scheduled if requested. Individual MS4s may present DRAFT or FINAL Annual Report at public meeting (Common Council Meeting, Town or Village Board meeting). Some MS4s communicate availability of DRAFT or FINAL Joint Annual Report for comment to their own e-mail lists. Annual Report submitted to NYSDEC by June 1, 2017. FINAL Joint Annual Report posted on Coalition website and individual MS4 websites.</p> <p>2. Description: 2-11 MG9 Coalition. By 3/9/2018, Coalition and Working Group members will identify four monitoring sites to be monitoring in 2017 (July 1 to Sept 30); help circulate volunteer recruitment flyer; monitor sites; submit sample vouchers to NYSDEC; map data; and thank volunteers.</p> <p>New Goals (Activities):</p> <p>1. For 2018, 3 WAVE Stream Monitoring events planned (7/1/2018 to 9/30/2018)</p> <p>2. By 6/1/2018, Coalition members decide if they are submitting individual annual reports or a joint annual report. If joint annual report, Coalition members commit to the following schedule: DRAFT Joint Annual Report posted on the Coalition website (end of the first week in May); availability of DRAFT Annual Report sent to Coalition list serve, public comment period announced, and public comments regarding SWMP Plan encouraged; two week public comment period for Annual Report ends (~third week in May); public comments collected and included in FINAL Joint Annual Report, and public meetings scheduled if requested. Individual MS4s may present DRAFT or FINAL Annual Report at public meeting (Common Council Meeting, Town or Village Board meeting). Some MS4s communicate availability of DRAFT or FINAL Joint Annual Report for comment to their own e-mail lists. Annual Report submitted to NYSDEC by June 1, 2017. FINAL Joint Annual Report posted on Coalition website and individual MS4 websites.</p>

Activity Logs

Activity Date	Data Type	Quantity	Comments
06/30/2017			By June 30, 2017 the DRAFT Joint Annual Report was posted on Coalition website for public comment (5/5/2017); public comment period for two weeks. No public comments received; via Coalition website portal. FINAL Joint Annual Report sent to NYSDEC by 6/1/2017 and posted on Coalition website; website text notes how to submit public comments (via Coalition website or contact individual MS4s directly).
08/07/2017			WAVE volunteer stream monitoring; Normanskill/Krumkill sub-watershed; 16 volunteers (adults and kids; WAVE coordinators; Beth HS students). Site located in T/Beth at City/Albany and Town border- private property.
08/10/2017			WAVE stream monitoring (volunteers/parks and rec program). Shaker trib, below Ann Lee pond, at Shaker Heritage site located in Town of Colonie; facility owned by Albany County. 13 volunteers (kids, chaperones, grandparents; Beth HS students)
08/15/2017			WAVE volunteer stream monitoring. Patroon Creek (Sand Creek sub-watershed), above T/Col detention basin. 6 volunteers (adults, kids, Beth HS volunteers)
03/09/2018			For this reporting period, Jan, 2018 the Coalition received notice that our version of MS4Web (used to write/update the Joint Coalition SWMP document) had been replaced by MS4Web2.0. In response, the Joint SWMP document was updated using new format and Individual members met April 2 to April 13, 2018 to review past goals and update goals. Completed goals are now tracked as Activities noting when, where, how activity completed, etc. For 2018/2019 goals, DRAFT MS4 Permit requirements were considered along with extensive GRANT funded activities (storm system and MS4 program mapping). Updated SWMP 2018-2020 with these changes to be posted on Coalition website (~May, 2018).

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1A Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 2C--3 Illicit Discharge Detection & Elimination (MCM3 SWCoal/Mbr MS4s) SWMP '18 to '19

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none">1. Description: 3-1 MG4 Coalition (GRANT). By 3/9/2019 outfall maps of all interested Coalition members updated, posted on Coalition mapper. Grant funded mapping technicians assist.2. Description: 3-1 MG3 Coalition (GRANT). By 3/9/2018, with process to update outfall maps of all interested Coalition members developed; implementation starts. Grant funded mapping technicians assist.3. Description: 3-2 MG11 Coalition (GRANT). By 3/9/2019, post on Coalition mapper and/or provide for Coalition members, map layers developed by consultants (impervious layer for Albany County; digitization of storm system map records by City of Albany consultant; and U Albany professors/student interns mapping research projects (DOH septic-well data; green infrastructure assets in Albany County-degree of protection; soil boring data from SWPPPs; location of historic Erie Canal); or in-house with grant funds for staffing (land use and pollutants of concern, tax parcel analysis; WinSLAMM pollutants of concern pilot; storm system infrastructure; storm sewershed delineations; potentially combined sanitary-storm infrastructure)4. Description: 3-2 MG9 Coalition & County IT. By 3/9/2018, Coalition maintains Coalition mapper, funded with Coalition dues; County hosts mapper on their server.5. Description: 3-2 MG10 Coalition & County IT. By 3/9/2019, Coalition maintains Coalition mapper, funded with Coalition dues; County hosts mapper on their server.6. Description: 3-4 MG8 Coalition & City of Albany (GRANT) PATROON & KRUMKILL. By 3/9/2017 City of Albany GIS consultant completes digitization of City map records of storm separation in Patroon Creek and Krumkill; digitization incorporates necessary elements of Coalition Storm System Data Model and ESRI Local Gov't Model. Data potentially posted on Coalition mapper.7. Description: 3-4 MG9 Coalition & City of Albany staff (GRANT). PATROON. By 3/9/2018 80% of City of Albany storm system located in the Patroon Creek watershed is mapped, includes QA/QC, topology checks.8. Description: 3-4 MG10 Coalition & City of Albany staff (GRANT). PATROON. By 3/9/2019 100% of City of Albany storm system located in the Patroon Creek watershed is mapped, includes QA/QC, topology checks. Data prepared for storm sewershed delineation and posted on Coalition mapper.9. Description: 3-4 MG7 Coalition (GRANT) PATROON. By 3/9/2018, Coalition Stormwater Program Technician prepares Town of Colonie Patroon Creek storm system data for storm sewershed delineation. May include grant funded mapping technicians.10. Description: 3-4 MG12 Coalition (GRANT) PATROON. By 3/9/2019 Coalition Program Technician and mapping technicians prepares County Patroon Creek data for storm sewershed delineation.11. Description: 3-4 MG26 Coalition & City of Cohoes staff (GRANT). CSO. By 3/9/2019 100% of City of Cohoes storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.12. Description: 3-4 MG14 Coalition (GRANT). PATROON. By 3/9/2019 Coalition Program Technician and mapping technicians complete Patroon Creek storm sewershed delineation. May use consultant services, or complete in-house.13. Description: 3-4 MG15 Coalition and Town of Bethlehem staff (GRANT). KRUMKILL. By 3/9/2017, Coalition Program Technician secures from T/Bethlehem existing storm system infrastructure mapping data of Krumkill watershed. Post on Coalition web mapper, adjusted for purpose of sewershed delineation.14. Description: 3-4 MG16 Coalition & Town of Guilderland staff (GRANT). KRUMKILL. By 3/9/2018 100% of Town of Guilderland storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper. Mapping team includes Coalition staff, grant funded mapping technicians, and Town of Guilderland staff.15. Description: 3-4 MG5 Coalition (GRANT). PATROON. By 3/9/2018, Coalition Stormwater Program Technician prepares Village of Colonie storm system Patroon Creek watershed, data for sewershed delineation.16. Description: 3-4 MG19 Coalition & City of Albany staff (GRANT). KRUMKILL. By 3/9/2018 80% of City of Albany storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper.17. Description: 3-4 MG20 Coalition & City of Albany staff (GRANT). KRUMKILL. By 3/9/2019 100% of City of Albany storm system located in the Krumkill watershed is mapped, includes QA/QC, topology checks. Data potentially posted on Coalition mapper. Data prepared for storm sewershed delineation. Grant funded mapping technicians assist.18. Description: 3-4 MG2 Coalition (GRANT). ANN LEE. By 3/9/2018, storm system mapping, including QA/QC topology checks is 100% completed in Shaker tribs-Ann Lee pond watershed. Includes: Albany County, Village of Colonie, Town of Colonie. Data prepared for storm sewershed delineation.19. Description: 3-4 MG3 Coalition (GRANT). ANN LEE. By 3/9/2019, Shaker tribs-Ann Lee pond storm sewershed is delineated. Includes: Albany County, Village of Colonie, Town of Colonie.20. Description: 3-4 MG6 Coalition (GRANT). PATROON. By 3/9/2017 Coalition Stormwater Program Technician completes Town of Colonie storm system QA/QC topology data check for Patroon Creek watershed portion of Town. May include grant funded mapping technicians.21. Description: 3-4 MG17 Coalition, Albany County (GRANT). KRUMKILL. By 3/9/2017 Coalition Program Technician, County staff map 100% of storm system owned by County located in Krumkill watershed. Includes QA/QC and topology checks. Data posted on Coalition mapper.22. Description: 3-4 MG18 Coalition (GRANT) KRUMKILL. By 3/9/2017 Coalition Program Technician secures NYSDOT outfall maps for use when analyzing connectivity and ownership of storm system infrastructure throughout Krumkill watershed and elsewhere along NYSDOT roads.23. Description: 3-4 MG4 Coalition (GRANT). PATROON. By 3/9/2017, Coalition Stormwater Program Technician and Village of Colonie staff complete 100% of storm system mapping in Village of Colonie Patroon Creek watershed,

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includes QA/QC topology checks. Data posted on Coalition Stormwater Program Mapper.

24. Description: 3-4 MG27 Coalition & City of Watervliet staff (GRANT). CSO. By 3/9/2018 75% of City of Watervliet storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.

25. Description: 3-4 MG22 Coalition, Village of Menands, Town of New Scotland, Village of Colonie, Albany County staff (GRANT). STORM MAPPING-NOT PRIORITY WATERSHEDS. By 3/9/2018, complete storm system mapping for Village of Menands, Town of New Scotland, Village of Colonie, and Albany County. Includes QA/QC, topology checks. Data posted on Coalition mapper.

26. Description: 3-4 MG28 Coalition & City of Watervliet staff (GRANT). CSO. By 3/9/2019 100% of City of Watervliet storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.

27. Description: 3-4 MG23 Coalition & Town of Guilderland staff (GRANT). STORM MAPPING-NOT PRIORITY WATERSHEDS. By 3/9/2018 70% of Town of Guilderland storm system located outside Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper.

28. Description: 3-4 MG2 V/Menands & Coalition. By 3/9/2019, as part of DEC grant, the Village of Menands SW Program Coordinator will oversee and coordinate with Coalition staff an updated storm system infrastructure map.

29. Description: 3-4 MG25 Coalition & City of Cohoes staff (GRANT). CSO. By 3/9/2018 75% of City of Cohoes storm and combined sanitary-storm infrastructure is mapped. Includes QA/QC, topology checks. Data potentially posted on Coalition mapper.

30. Description: 3-4 MG24 Coalition & Town of Guilderland staff (GRANT). STORM MAPPING-NOT PRIORITY WATERSHEDS. By 3/9/2019 100% of Town of Guilderland storm system located outside Krumkill watershed is mapped, includes QA/QC, topology checks. Data posted on Coalition mapper.

31. Description: 3-4 MG11 Coalition, Albany County, Town of Guilderland (GRANT) PATROON. By 3/9/2017 Coalition Program Technician, County, and T/Guilderland staff complete 100% storm system mapping of infrastructure in Patroon Creek watershed owned by County and Town of Guilderland, includes QA/QC and topology checks. Data posted on Coalition mapper.

32. Description: 3-4 MG29 Coalition and Town of Bethlehem staff (GRANT). KRUMKILL. By 3/9/2018, Coalition Program Technician secures from T/Bethlehem existing storm system infrastructure mapping data of Krumkill watershed. Post on Coalition web mapper, adjusted for purpose of sewershed delineation.

34. Description: 3-4 MG13 Coalition and U Albany (GRANT). PATROON & KRUMKILL. By 3/9/2017 Coalition Program Coordinator explains mapping project to interested U Albany staff; both explore how best to delineate storm sewershed boundaries of Patroon and Krumill watersheds; options explored; grant mapping resources utilized as needed.

35. Description: 3-4 MG1 Coalition (GRANT). ANN LEE. By 3/9/2017, storm system mapping is 75% completed in Shaker tribs-Ann Lee pond watershed. Includes: Albany County, Village of Colonie, Town of Colonie.

36. Description: 3-5 MG4 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2018, Coalition members review ORI Inspection Form. Purpose to use or update as needed for conversion to field based tablet inspection form potentially integrated with GIS technology.

37. Description: 3-5 MG3 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2019, ORI inspection form field tested, MS4s using tablets purchased with grant funds; trained in tablets and related use of Coalition mapper if necessary.

38. Description: 3-5 MG4 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2018, Coalition members review ORI Inspection Form. Purpose to use or update as needed for conversion to field based tablet inspection form potentially integrated with GIS technology.

39. Description: 3-8 MG3 Coalition. By 3/9/2018, Coalition staff assist members with writing IDDE Program Procedures if requested.

New Goals (Activities):

1. Restock ORI Kits as needed.
2. For 2018/2019, complete field & program mapping, corrections, finalization, metadata, and posting on SwIM for Albany County; Town of New Scotland; and Village of Green Island. (GRANT)
3. For 2018/2019, review and prepare existing datasets for Krumkill; Patroon; and Ann Lee Pond sewershed delineations (UAlbany; Town of Bethlehem; Town of Colonie) (GRANT)
4. For 2018/2019, complete sewershed delineations for storm system infrastructure in Krumkill; Patroon, and Ann Lee Pond watersheds; merge inter MS4 system data as needed; use all necessary data sets from Coalition members. Post on SwIM, if practical and helpful. (GRANT)
5. Test, develop, and finalize an ORI inspection Form using ESRI Survey123 ArcGIS Online platform (GRANT)
6. For all ArcGIS Online Survey 123 Forms, research all ESRI related costs; Stormwater Interactive Mapper "SwIM" issues; and long term administrative concerns for Coalition and members; present findings to Coalition Working Group/Board; discuss funding options and considerations with NYSDEC (GRANT)
7. Research Pronto Forms as alternative to ESRI ArcGIS Online Survey123; discuss with Town of Bethlehem; evaluate costs, hosting issues, and long term administrative costs for Coalition; present finding to Working Group/Board; discuss with NYSDEC (GRANT)
8. Purchase/load/give tablet w/ORI Inspection Forms to interested MS4s. - may/may not be ESRI based (GRANT)
9. Depending on Coalition long term funding and administrative decisions, organize ORI Inspection training using tablets w/Form

Activity Logs

Activity Date	Data Type	Quantity	Comments
09/29/2017			GRANT: CSO mapg completed for C/Cohoes; C/W/vliet; and V/Green Is. Data given to CHA for CSO LTCP Consent Order Asset Mgmt Plan (geodatabases; hard copy map; metadata).

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12/29/2017	Coalition staff assisted V/Menands with IDDE Procedures. Procedures update completed by end of 2017.
01/25/2018	GRANT: For this reporting period, a method was developed to delineate storm sewersheds. The method was presented to the Coalition Working Group (area: Ann Lee sub-watershed/storm system infrastructure owned by Village of Colonie). The same sewershed delineation was used to test the WinSLAMM modeling software. The WinSLAMM software is designed to analyze pollutant loading for small, catchment areas where the storm system infrastructure is clearly separated.
01/29/2018	ORI Kit supplies ordered and received; delivered to Albany County Water Purification District (test strips, restock).
02/28/2018	GRANT: For this reporting period, Coalition staff explored GIS based FORMS technology. A sample ORI form was prepared using ESRI Survey 123 App.
03/09/2018	GRANT: For this reporting period, various map data sets were reviewed to determine status of mapping; and remaining mapping (Albany County; Town of New Scotland; Village of Menands; Village of Green Island; City of Albany)
03/09/2018	GRANT: To delineate storm sewersheds; particularly for storm drainage networks straddling multiple MS4/municipal boundaries, all relevant datasets need to be acquired. To delineate the Patroon Creek; Krumkill; and Ann Lee pond sewersheds, datasets are needed from Albany County; T/Guilderland; T/Bethlehem; City of Albany; V/Colonie; T/Colonie; and University at Albany. Two data sets are finalized and ready (T/Guilderland; Village of Colonie); three data sets have been provided to Coalition, but need to be reviewed and prepared for the sewershed delineation (UAlbany; T/Colonie; T/Bethlehem); and two datasets require additional field mapping (Albany County; City of Albany)
	While a test sewershed has been delineated in the Ann Lee pond watershed, given the status of all necessary storm system datasets, sewersheds have not been delineated for Patroon, Krumkill, and Ann Lee watersheds.
03/09/2018	GRANT: For this reporting period, mapping effectiveness is evaluated across all MCMs and individual BMPs ignored. Storm system & program map'g (outfalls-correct/archive, PCSMPs-location/inventory, muni facilities-location/inventory) completed/finalized for V/Colonie; T/Guilderland; C/Cohoes; C/Watervliet.

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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 2D-4 Construction Site Runoff Control (MCM4 SWCoal/Mbr MS4s) SWMP '18 to '19 - Annu

Added:	3/29/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 5-9 MG2 Coalition staff & consultants (GRANT). FORMS. By 3/9/2018, consultant services guide process of developing MS4 Construction Site Inspection Form. Form(s) finalized, linked to location of construction sites posted on Coalition mapper or used by individual GIS staff. 2. Description: 5-9 MG3 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2019, MS4 Construction Site Inspection Form field tested, MS4s using tablets purchased with grant funds; trained in tablets and use of Coalition mapper if necessary. 3. Description: 4-5 MG4 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2018, Coalition members review MS4 Construction Site Inspection Form. Purpose to use or update as needed for conversion to field based tablet inspection form potentially integrated with GIS technology. 4. Description: 4-7 MG2 Coalition. By 3/9/2017, the Stormwater Coalition co-sponsors with Albany County Soil and Water Conservation District, one 4-Hr Construction Operator Training in Albany County. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. Co-sponsor with ACSWCD, 1 4hr E/SC training for Construction Site Operators; distribute promotional material to Coalition members; post training info on Coalition website; pay tuition as needed, if possible. 2. Test, develop, and finalize an MS4 Construction Site Inspection Form using ESRI Survey123 ArcGIS Online platform (GRANT) 3. For all ArcGIS Online Survey 123 Forms, research all ESRI related costs; Stormwater Interactive Mapper "SwIM" issues; and long term administrative concerns for Coalition and members; present findings to Coalition Working Group/Board; discuss funding options and considerations with NYSDEC (GRANT) 4. Research Pronto Forms as alternative to ESRI ArcGIS Online Survey123; discuss with Town of Bethlehem; evaluate costs, hosting issues, and long term administrative costs for Coalition; present finding to Working Group/Board; discuss with NYSDEC (GRANT) 5. Purchase/load/give tablet w/MS4 Construction Inspection Form to interested MS4s. - may/may not be ESRI based (GRANT) 6. Depending on Coalition long term funding and administrative decisions, organize MS4 Construction Site Inspection training using tablets w/Form

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			For this reporting period, the ACSWCD organized and Coalition co-sponsored two 4 hr E/SC Construction Operator trainings (4/4/2017 and 11/14/2017). See MCM 1 for more information.
03/09/2018			GRANT: For this reporting period, the ESRI Survey 123 Form technology was evaluated by Coalition staff using the ORI IDDE form. Conclusion: the same Form creation interface (Survey 123/online App) can be used to easily create the MS4 Construction Site Inspection Form. Need for consultant services to do what is unclear; may be possible to complete most of the Forms work in-house. Other non-ESRI On-Line Forms are currently in use by Coalition member (T/Beth-Pronto Forms) to manage their MS4 Permit. Forms already created and in use (ORI/MS4 Construction Site Inspections/PC SMP inspection Form), using tablets. This option needs to be researched.

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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 2E-5 Post-Construction Stormwater Mgmt (MCM5 SWCoal/Mbr MS4s) SWMP '18 to '19 - /

Added:	3/27/2018	Due:	3/9/2020
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 5-8 MG2 Coalition staff & member MS4s (GRANT). By 3/9/2018, 65% of post construction stormwater practices mapped using ESRI software, each practice has unique ID number, data collected conforms with mutually agreed upon data model for post construction practices. Grant funded mapping technicians assist. 2. Description: 5-8 MG3 Coalition staff & member MS4s (GRANT). By 3/9/2019, 100% of post construction stormwater practices mapped similar to previous years. Grant funded mapping technicians assist. 3. Description: 5-9 MG3 Coalition staff & member MS4s (GRANT). By 3/9/2019, stormwater practices inspection forms field tested, MS4s using tablets purchased with grant funds; trained in tablets and use of Coalition mapper if mapper integrated with form technology. 4. Description: 5-9 MG4 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2018, Coalition members review the FINAL Post Construction Maintenance document developed by NYSDEC and after consulting with DEC decide which if any forms should be converted to Smartphone technology, and included in consultant RFP. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. Complete field work- system and program mapg (outfalls-corrected/archive; PCSMPs-inventory/mapped; muni facilities inventory/mapped); finalize data & post on SwIM (AlbCnty/T-NewScotland/Ci-Alb/VGrnls) (GRANT) 2. Test, develop, and finalize 3 PC SMP Inspection Forms modeled after NYSDEC Maintenance Guidance - SW Mgmt Practices (GRANT) 3. Fo: all ArcGIS Online Survey 123 Forms, research all ESRI related costs; Stormwater Interactive Mapper "SwIM" issues, and long term administrative concerns for Coalition and members; present findings to Coalition Working Group/Board; discuss funding options and considerations with NYSDEC (GRANT) 4. Research Pronto Forms as alternative to ESRI ArcGIS Online Survey123 Forms (ORI/MS4 Construction Inspection/PC SMPs/Muni Fac Fcrms); discuss with Town of Bethlehem; evaluate costs, hosting issues, and long term administrative costs for Coalition; present finding to Working Group/Board; discuss with NYSDEC (GRANT) 5. Purchase/load/give tablet w/PC SMP Forms to interested MS4s.- may/may not be ESRI based (GRANT) 6. Depending on Coalition long term funding and administrative decisions, organize MS4 PC SMPs Inspection training using tablets w/Form

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			For this reporting period, ESRI ArcGIS Online Survey 123 Form technology tested using ORI Forms; Form creation easily transferred to PC SMPs Forms; next steps considered-need for consultant? completed Form work in house?
03/09/2018			GRANT: For this reporting period, mapping effectiveness is evaluated across all MCMs and individual BMPs ignored. Storm system & program mapg (outfalls-correct/archive, PCSMPs-location/inventory, muni facilities-location/inventory) completed/finalized for V/Colonie; T/Guilderland; C/Cohoes; C/Waterlvliet.

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A1 Stormwater Coalition (MS4 Permit # NONE) BMP Detail | Minimum Control Measure: 2F-6 Pollution Prevention/Good Housekeep'g (MCM6 SWCoal/Mbr MS4s) SWMP '18 to '19

Added:	3/27/2018	Due:	3/9/2019
Completed:	NA	Description:	<p>Previous Goals for 2018 from SWMPv5:</p> <ol style="list-style-type: none"> 1. Description: 6-1 MG3 Coalition staff & member MS4s (GRANT). By 3/9/2018, 100% of all municipal facilities (Coalition-wide) are mapped according to data model of highest mutual interest; data posted on Coalition mapper. Includes unique ID, allows for use of standardized forms. 2. Description: 6-1 MG2 Coalition staff & member MS4s (GRANT). By 3/9/2018, 85% of all municipal facilities (Coalition-wide) are mapped according to data model of highest mutual interest; data posted on Coalition mapper. Includes unique ID, allows for use of standardized forms. 3. Description: 6-2 MG4 Coalition staff & member MS4s (GRANT). FORMS. By 3/9/2018, Coalition staff and members review content of municipal facility self audit forms (SW Coalition; other MS4s; possibly updated DEC MS4 Permit Self Audit Form). Content of these forms used to develop scope of services for GIS consultant charged with adapting these paper forms to electronic, web based, GIS friendly collector devices. 4. Description: 6-2 MG2 V/Menands & Coalition. By 3/9/2018, V/Menands & Coalition staff will review BMP Summary Sheets developed for each V/Menands facility (2014 & 2015); implement named goals; revise as needed. 5. Description: 6-2 MG3 Coalition staff & consultants (GRANT). By 3/9/2018, consultant services guide process of developing municipal tri-annual self audit forms. Forms finalized, linked to municipal facilities posted on Coalition mapper. 6. Description: 6-2 MG4 Coalition staff & member MS4s (GRANT). By 3/9/2019, municipal self audit forms field tested, MS4s using tablets purchased with grant funds; trained in tablets and use of Coalition mapper if mapper integrated with form technology. 7. Description: 8-1 MG2 T/New Scotland & Coalition. By 3/9/2018, Coalition staff will present to the Town Board an overview of Clean Water Act requirements. 8. Description: 8-2 MG3 T/Bethlehem. By 3/9/2018, the Town of Bethlehem will discuss with the Stormwater Coalition status, interest in, and capacity of Coalition to present to the Town of Bethlehem Planning Board a "Green Infrastructure" program as follow up to Clean Water Act intro program. <p>New Goals (Activities):</p> <ol style="list-style-type: none"> 1. Coordinate circulation of Coalition training DVDs for use by Coalition members 2. Depending on Coalition administrative decisions, develop/implement/fund an in-house SWPPP review training for members 3. Complete field work- system and program map'g (outfalls-corrected/archive; PCSMPs-inventory/mapped; muni facilities inventory/mapped); finalize data & post on SwIM (AlbCnly/T-NewScotland/Ci-Alb/VGrnls) (GRANT) 4. Test, develop, and finalize Municipal Self Audit form modeled after Coalition Municipal Facility Self Audit Form and/or NYSDEC DRAFT MS4 Permit form (GRANT) 5. For all ArcGIS Online Survey 123 Forms, research all ESRI related costs; Stormwater Interactive Mapper "SwIM" issues; and long term administrative concerns for Coalition and members; present findings to Coalition Working Group/Board; discuss funding options and considerations with NYSDEC (GRANT) 6. Research Pronto Forms as alternative to ESRI ArcGIS Online Survey123 Forms (ORI/MS4 Construction Inspection/PC SMPs/Muni Fac Frms); discuss with Town of Bethlehem; evaluate costs, hosting issues, and long term administrative costs for Coalition; present finding to Working Group/Board; discuss with NYSDEC (GRANT) 7. Purchase/load/give tablet w/Municipal Self Audit Form to interested MS4s.- may/may not be ESRI based (GRANT) 8. Depending on Coalition long term funding and administrative decisions, organize Municipal Facility Self Audit inspection training using tablets w/Form

Activity Logs

Activity Date	Data Type	Quantity	Comments
03/09/2018			OTHER: For this reporting period, Coalition did NOT provide Clean Water Act training for T/New Scotland Town/Planning Board; no Green Infrastructure training for T/Beth. Grant deliverables dominated all Coalition work (staff resignations; budget adj; hiring; UAlbany mapping projects; storm/CSO system mapping; SwIM upload/metadata/design).
03/09/2018			GRANT: For this reporting period, ESRI ArcGIS Online Survey 123 Form technology tested using ORI Forms; Form creation easily transferred to MS4 Permit forms. Did not take a close look Coalition Municipal Facility Self Audit Form; likely that some of that form fits the Survey123 format. Next steps considered-will Survey 123 work for municipal facility self audit form? need for consultant? complete Form work in house?
03/09/2018			GRANT: For this reporting period, mapping effectiveness is evaluated across all MCMs and individual BMPs ignored. Storm system & program map'g (outfalls-correct/archive, PCSMPs-location/inventory, muni facilities-location/inventory) completed/finalized for V/Colonie; T/Guilderland; C/Cohoes; C/Watervliet.

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