



ANNUAL REPORT

Arizona Pollutant Discharge Elimination System (AZPDES)
 Small Municipal Separate Storm Sewer System (MS4) General Permit
 (AZG2016-002)

Regulated Small Municipal Separate Storm Sewer Systems (MS4s) must submit an Annual Report (AR) to the Arizona Department of Environmental Quality (ADEQ) before September 30 each year. Permittees must complete an Annual Report and submit the original, signed document to:

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

A. REGULATED SMALL MS4 INFORMATION

Annual Report for Reporting Year: 2017 - 2018

LTF Number:	65727	Name of MS4:	City of Prescott		
Primary Contact:	Matt Killeen		Title:	Environmental Coordinator	
Mailing Address:	433 N. Virginia St				
City:	Prescott	Zip Code:	86303	County:	USA
Telephone Number:	928-777-1130	Email Address:	Matthew.killeen@prescott-az.gov		

Non-Traditional MS4 City/County Estimated Population: 42,731 per U.S. Census Bureau 2017 estimate

Is another entity responsible for any satisfying any permit requirements (6.4b): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete the following questions; if no, continue to Section B.	Identify Partnered Entity:
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Provide a description of permit requirements being implemented by another entity:	Type of Legally-binding Agreement:
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B. MAPPING (4.0 and 8.4(b))

1. Provide a narrative description of the permittee's mapping progress:

The City's GIS department continues to digitize stormdrain features from submitted As-Built drawings that are required with redevelopment and new development. In this reporting year the City added or edited 738 points, 41 basins, and 625 linear stormdrain features (attachment *GIS_STORM SYSTEM FY2108 ADD-EDITS.xls*).

As mentioned in the FY17 Annual Report a capital improvement project is underway for FY18-19 for Stormdrain Mapping, budgeted at \$250,000. As part of that effort survey grade GPS equipment has been purchased and a temporary Stormwater Specialist position has been filled (July of 2018).

Outfall mapping percent complete increased slightly as field verification of outfalls to newly listed waters has taken place; those waters include Government Canyon, Slaughterhouse Gulch, North Fork Granite, North Fork Miller, Virginia Street Wash, Yavapai College Wash and Banning Creek.

At this point in time the mapped number of outfalls is probably greater than the true number of outfalls as we have not yet done a thorough review to eliminate private outfalls and linear conveyances. Clarity and/or revisions to The Waters of The U.S. that are anticipated this fall will also aid in outfall identification efforts.

2. Number of outfalls currently mapped: 284

3. Outfall mapping –Percent Complete: 90%

4. Storm Sewer System Mapping
Percentage Complete: 80%

5. Identification of Waters of the U.S. that receive discharges from the outfalls
Percentage Complete: 100%

6. Has land been annexed into the MS4 since the previous reporting year: Yes No (4.2).

If yes, complete the following:

a) Total area annexed since last annual report: _____ acres

b) Mapping of new area – Percent complete:

c) Are BMPs fully implemented in annexed area: Yes No

d) Provide a description of BMP implementation for areas annexed into the regulated MS4 since the last reporting period:

C. PROGRAM EVALUATION (8.1.1 and 8.4d)

Provide a written assessment of the appropriateness of identified best management practices and progress toward achieving identified measurable goals for each minimum control measure.

Program Evaluation Narrative Notes:

- *A DVD disc accompanies the hard copy of this report. All parenthetically referenced attachments and supporting docs are contained therein. The digitally submitted version contains hyperlinks to relevant webpages.*
- *All referenced dates are within the reporting period (July 1, 2017 – June 30, 2018) unless otherwise noted.*
- *Italicized notes below each section indicate goals listed in FY 2017 report.*

MCM1-1 Explore Partnership Opportunities

Record number of yearly outreach efforts and results. (1 per year minimum)

- Continued partnership with Prescott Creeks on their WQIG funded project for a public bathroom on Miller Creek.

The City continues to participate and support in this project. The City has been providing financial and technical support with regards to permitting, floodplain regulation and outreach efforts. Additional outreach efforts are anticipated in the FY19 reporting year. This is an important project to reduce pollutants to Miller Creek and outreach efforts to an underserved homeless demographic has the potential to reduce pollutants to other nearby impaired creeks.

- Reconvene Watershed Improvement Council.

During the course of the reporting year Matt Killeen made personal contact with many of the groups and individuals that had previously participated in the Watershed Improvement Council. Through these personal contacts with Prescott Creeks Preservation Association, Yavapai Prescott Indian Tribe, Yavapai County, Citizens Water Advocacy Group, Prescott College, Arizona Department of Transportation, and private business the City was able to galvanize the group and schedule (in June of 2018) a meeting that took place at the City of Prescott’s Public Works Department on 7/26/2018. As we move forward understanding the needs and goals of the participating agencies, NGOs, and businesses should provide more collaborative efforts to reach the target actions and load reductions identified in the Watson Lake and Granite Creek Watershed TMDL documents. Additional partners, such as the USFS, Embry Riddle Aeronautical University, and the Ecosa Institute are also being recruited to diversify the group’s perspective and spatial reach.

- Identify and meet with at least one new group (i.e. NGO, HOA, school, etc.) to explore mutual interests and opportunities.

In December Matt Killeen met with Verde watershed representatives of The Nature Conservancy (TNC) to identify areas of mutual interest. Green Infrastructure/LID has become an area of increasing interest for TNC, as has work in urban environments. TNC’s annual retreat occurred in Prescott on May 23rd and Matt Killeen provided a walking tour of Green Infrastructure sites in the downtown area. Subsequent discussions with the Verde River representative (Kim Schonek) have explored the potential of harvesting aquatic weeds from the City’s two impaired reservoirs as a nutrient/fertilizer source for Verde River farmers. This concept has been termed Closing the Nutrient Loop, removing excess nutrients and utilizing them as a resource rather than as a waste item or pollutant. This has significant potential but aquatic weed volumes, qualities, and availability all will impact its attractiveness to potential end users whether they are farmers, composters, local nurseries or individual gardeners.

MCM1-2 Municipal Website Information

City stormwater website updated to provide 2016 MS4 NOI, Permit, and SWMP documents as well as FAQ and BMP sheets

The new [City of Prescott website](#) went live in early December. In addition to an [AZPDES page](#) there is also a [Pollution Prevention Page](#) and a [Pollution Reporting form](#). From December 2017 through June 2018, 595 web page visits have been recorded (metric breakdown included in supporting documents). We have also added information like how to dispose of [Household Hazardous Waste](#). The training slideshows for [General Stormwater Awareness](#) and [Illicit Discharge Detection](#) were also added as reference materials.

While this updated website is fully functional its use has been somewhat minimal. Upcoming efforts to raise awareness of the website and pollution reporting capacity are planned and include a local radio interview and print media as well as utilizing the City's social media platforms.

MCM1-3 Outreach to Homeowners/ Residents

Record number of yearly outreach efforts and results. (1 per year minimum)

Conduct outreach presentations (2 or more) about green infrastructure benefits to raise community awareness and support for it.

- Green infrastructure and stormwater awareness were central topics in several outreach efforts during the reporting year. Stormwater staff presented at the Highland Nature Center's Community Nature Study Series. During this presentation ecological services were described in relatively pristine undeveloped conditions. Those ecological functions were illustrated as the core design components of urban green infrastructure. The use of rainwater harvesting was provided as an example of an actionable step that individuals could make in their own yards.
- Pollution reduction and rainwater harvesting were also themes for the Yavapai Contractors Association Home & Garden Show. This three day event saw hundreds of visitors to the City's booth where we spoke to water quality and water quantity issues. Over three hundred dog waste bag dispensers were handed out after discussing the pollutant load dog waste represents in our communities.

MCM 1-4 Outreach to Businesses

Record number of yearly outreach efforts and results. (1 per year minimum)

- Car washes were the initial outreach target and approximately half of them were contacted directly and provided [FAQ/BMP sheets](#) for their industry. During one such visit a discharge to local waters was identified and the City is now working with the business to rectify that issue.
- A collaborative effort by City staff and private business was to correct a City-wide issue with grease collectors. Due to a change in ownership of the biggest grease collector in the area illicit discharges took place as grease recycling bins overflowed. The City's industrial pretreatment, stormwater, and waste water collects staff collaborated with the new owner to establish regular collection times and places and took steps to protect MS4 infrastructure from discharges. As a result of those efforts we have had no further issues with grease bin discharges to the MS4.

MCM2-1 Implement Public Notice

Document Public Notice Efforts (1per SWMP update)

Website has been updated with all AZPDES related info as previously mentioned. The FY17 MS4 Annual Report has been added and subsequent years will be added as they meet ADEQ approval.

MCM2-2 Stormwater Volunteer Opportunities

Identify opportunities for volunteers to participate in stormwater activities.(1 per year minimum)

Explore reporting means to allow volunteers to report on pet waste, illicit discharges, or conduct dry weather screenings. Either via new website or other platform (such as ADEQ's AZ Water Watch)

The Pollution Reporting form has been a means of increasing public participation. Additional publicity of this tool will be required to make it an asset in identifying pollutants and polluters in our community. Matt Killeen also provided a training to Highland Nature Center's Community Nature Study Series participants on how to use the Arizona Water Watch mobile app. This method of reporting could use greater publicity to raise awareness of other pollutant sources such as construction sites and pet waste.

A number of local residents have volunteered to place temporary signs with dog waste dispensers (pictured in attachments) in their yards after reporting regular pet waste in the adjacent Right of Way. These spot applications have been useful, in both cases residents reported seeing a reduction or elimination of local pet waste.

MCM2-3 Procedure for Receiving and Reviewing Public Comment

Document number of telephone and website complaints regarding stormwater related issues and resolution. When the City's new website is published verify web and telephone reporting methods properly route stormwater related issues.

All City website links, forms and contacts are current. Front desk receptionists and staff were trained to ensure that incoming calls are properly routed to stormwater staff, construction inspectors, building inspectors, and/or code compliance.

MCM3-1 Eliminating Illicit Discharges

Record number of illicit discharge reports and outcome of each illicit discharge.

Those illicit discharge reports are detailed in the body of this document. Response and resolution has improved and will continue to do so with the addition of Stormwater staff (Stormwater Specialist hired July 2018).

MCM3-2 Dry Weather Screening

20% of known outfalls per year.

Dry weather screenings exceeded the 20% goal. This process will be repeated in FY19 with outfalls randomly selected and evenly distributed between winter and summer sampling seasons. Tablet technology is anticipated to be utilized this fall.

MCM3-3 Wet Weather Monitoring

2 inspections per outfall per (water body) each wet season.

Our analytical monitoring data sheets also provide fields to conduct wet weather monitoring. We'll continue to do so and hope to shift more of it towards a digital/tablet based data entry.

MCM3-4 Unpermitted Discharges

City will record number of licenses verified and report number of unpermitted businesses and construction sites found. Review SIC codes for businesses requiring other permitting cross reference that to the City of Prescott business license registry and/or other businesses encountered.

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The City was unable to acquire a list of AZPDES permitted businesses found within city limits utilizing the ADEQ Mega Search, online record requests, or other databases. To correct this Prescott engaged a contractor, Amec Foster Wheeler, to establish this process of identifying AZPDES permitted businesses and then cross-referencing them to the City of Prescott business licensing database. This effort is still underway. ADEQ publication of AZPDES permits in their eMaps will also significantly streamline the process. We anticipate to make significant strides in this area in FY19.

MCM3-5 Staff Training

City will record number of employees who received IDDE training each year.

Receptionists and front desk staff from City Hall, Public Works and Water offices were trained in stormwater awareness and illicit discharge identification. Public Works construction inspectors were also trained in stormwater awareness, illicit discharge identification, and construction site BMPs. Stormwater staff have also accompanied these inspectors individually to construction sites to point out the good, bad, and ugly features we should be looking for.

The scale of these training needs to increase and Stormwater staff are focusing on the City's Solid Waste, Streets, and Recreation Services staff to increase our ability to recognize stormwater pollutants and prevent them from happening.

MCM4-1 Construction Inventory

Active construction sites will be available in a searchable inventory. Number of active sites each year will be recorded in annual report.

The City's inspection and permitting software transitioned from TrakIt to Accela platforms this year. Accela provides an inventory of all active sites/permits during a specified timeframe, as demonstrated in the attached document, *Inventory_FY18 Accela permits.xls*.

Stormwater staff will be working with our IT representatives to establish reporting for some of the metrics identified in this form.

MCM4-2 Site Plan Review

City will record number of plans reviewed, inspections conducted and enforcement actions taken.

Plan review transitioned smoothly into the new Accela software program and is detailed in the supporting documents. Inspections are also trackable but we'll need to explore methods of identifying inspection frequency.

MCM4-3 Operator Education/ Public Involvement

City will record number of Operators who received stormwater training each year.

Matt Killeen presented at a Quarterly Contractors Lunch n Learn Meeting at City Hall. In addition to presenting the basics of stormwater quality control features he also answered questions regarding erosion control from the 60 contractors and 20 staff in attendance.

MCM4-4 Staff Training

City will record number of employees who received construction stormwater inspection training (staff will be trained once per year)

Public Works construction inspectors were trained in general stormwater awareness, illicit discharge identification and elimination, and construction site erosion controls and BMPs. Building Inspectors and Capital Project Managers will need to be trained in the coming year. As noted in the following pages the city will be investigating the feasibility of hosting an Erosion Controls Coordinator training in the greater Prescott area for both City staff and local contractors. Having both present would help establish both the requirements and need for adequately maintained controls at construction sites.

MCM5-1 Stormwater Control Inventory

City will record number of new entries to inventory each year.

A spreadsheet (in supporting docs as *Post-Const Inspections.xls*) has been created and updated to track new entries and inspections. Those sites are currently being integrated into the City's resource tracking software so that future inspections may be done utilizing other staff and tablets. 14 new sites were added this year.

MCM5-2 Enforcement Procedures

City will review enforcement procedures annually.

The City's primary stormwater staff, Matt Killeen, reviewed procedures with the City's legal department, Code Compliance staff, and Building department officials to clarify lines of communication and primary responders to all stormwater associated city code chapters (16-4, 16-5, and 16-6).

MCM5-3 Site Plan Review Procedures

City will record number of plans reviewed each year

The City's Environmental Coordinator conducted 125 plan reviews (see *Plan Review pdfs*). These reviews ensured adequate AZPDES compliance, erosion and sediment controls plan sheets, post construction stormwater controls for water quality and stormwater volume. Part of the permitting process ensures subsequent maintenance of the feature(s) through a signed [Operation & Maintenance agreement](#), available for direct download from the City's website or by contacting the Environmental Coordinator.

MCM5-4 Staff Training

City will record number of employees who received post construction stormwater inspection training.

Only the Environmental Coordinator conducted these inspections during the reporting year. During the year the need for additional staff was documented and supported through the budget workshop process and as a result a new Stormwater Specialist position was created for FY19. It is anticipated that this position will allow the City to increase the number of inspections in FY19.

MCM5-5 Inspections

City will record the number of inspections conducted.

41 of 60 site owners were contacted. 30 inspections took place. The City created a voluntary self-inspection option for these commercial sites so that they may provide photos of BMP features and/or maintenance invoices in lieu of staff inspection. This has been well received by the business community and allowed staff to focus on sites where these control features are less likely to be maintained.

Stormwater staff will also now be participating in final walk-throughs for all construction sites that have these features as a means of ensuring that controls are adequately installed and to document baseline conditions.

Stormwater staff will be working to transition to a digital platform in the coming year, if the current asset management software will support it.

MCM5-6 Green Infrastructure (GI)

City will record GI incorporated into capital improvement projects.

The most notable green infrastructure to come online in the reporting year is the Acker Park Regional Detention basin. This Bio-basin is designed to attenuate flood

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flows and drop sediment during storm flows (see *Acker Detention.jpg*)

For FY18 the City had 10 projects under construction or in design that feature stormwater quality structures or practices. The attached document, *Stormwater Improvement related projects_July2017*, details those and was originally composed in response to a City Council Member's request for CIP projects benefitting surface water quality.

Regional detention, like Acker Park Detention, is planned for Yavapai College Wash on the other side of Acker Park. This area was identified in the TMDL as a pollutant hotspot.

In addition to these GI features, the City is in the process of centralizing its wastewater operations to the Airport Wastewater Treatment Plant (see attached article *Prescott closes on \$21.6M loan to centralize wastewater treatment _ The Daily Courier _ Prescott, AZ.pdf*) Upgrades to numerous sections of sewerline should reduce the release of pollutants to the MS4 and our surface waters.

MCM6-1 Municipal Facility Inventory & Prioritization

City will keep facility inspection reports on file

Green Infrastructure was routinely inspected during the course of the reporting year. Additional focus will need to be taken to inspect all sites in the coming year. This is yet another area where the additional staff capacity realized in July of 2018 will allow for us to reevaluate the established prioritization schedule after a round of inspections has occurred and adjust those schedules accordingly.

Stormwater staff will also be looking for representatives from many of the City facilities to conduct voluntary stormwater inspection and documentation as a means of more regular attention and of stormwater education to our colleagues.

MCM6-2 Operations, Inspection and Maintenance

City will report maintenance activities each year

As reported in the attached document, *Inspection & Maintenance records.pdf*, the City conducted street sweeping on over 900,000 lane miles. The City's street/drainage maintenance staff, IT, and stormwater staff are working to create more succinct reports from the asset management software so that it may better illustrate the City's efforts and populate this report.

MCM6-3 Implement Controls

Review in place pollution prevention controls each year

The City in has been removing sediment and weighing it for monitoring purposes at the Rodeo Biobasin. Stormwater staff will be evaluating other existing and in-construction green infrastructure to make sure that they are adequately maintained and remain functional. Other pollution prevention controls will also be evaluated.

The City initiated a program to collect household hazardous wastes in the spring of 2018. The Solid Waste department contracted out the collection services for household hazardous wastes. This curbside service was repeated over the course of 4 months and designed to prevent the inappropriate and illegal dumping of hazardous wastes (pictures in supporting documents).

MCM6-4 Staff Training

City will record number of employees who received training.

Stormwater staff did not attain our goal here. Receptionists and front desk staff from City Hall, Public Works and Water Offices were trained on general stormwater awareness and illicit discharge identification and elimination. Public Works construction inspectors were trained in the same two subjects and also the additional module of construction

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site erosion controls and BMPs. The City will need to expand its efforts to increase pollution recognition, reporting, and resolution in the coming year. Additional staff capacity should help make that a reality.

D. MCM-1: PUBLIC EDUCATION AND OUTREACH (6.4.1 and 8.1.2)

D-1 Provide a Summary of Public Education and Outreach BMPs in the Table Following Table

Best Management Practice	Measurable Goal (how is progress being measured)	Theme or Message	Target Audience	Final Measure of Assessment (5.1.e.3)	Summary of Results and Effectiveness (8.1.2)
Explore Partnership Opportunities	Record number of yearly outreach efforts and results. (1 per year minimum)	Pollution Prevention	Small Businesses	Continued partnership with Prescott Creeks on their WQIG funded project for a public bathroom adjacent to Miller Creek.	City has participated and contributed to building permit, impact fees, and outreach efforts. Additional outreach at the homeless shelter planned.
		Pollution Prevention	ADEQ, ADOT, Yavapai County, NGOs, private industry	Reconvene Watershed Improvement Council (WIC).	Individual WIC contacts made and meeting scheduled during the FY18 reporting year. Initial meeting took place during the current reporting year (FY19).
		Pollution Prevention	Environmental Non-profit community	Identify and meet with at least one new group (i.e. NGO, HOA, school, etc.) to explore mutual interests and opportunities.	Met with local and statewide representatives of The Nature Conservancy to consider mutual interests in green infrastructure and nutrient recycling (harvesting Watson & Willow lake aquatic weeds for compost application on ag. farms).
Webpage	City stormwater website updated to provide 2016 MS4 NOI, Permit, and SWMP documents as well as FAQ and BMP sheets	Pollution Prevention	City residents	Update existing website to ensure viable links to referenced documents. Add training slideshows for General Stormwater and Illicit Discharge Detection subject matter.	<p>Prescott's new website went live December 1, 2017. The SWMP, AZPDES MS4 permit, NOI, training materials were all contained therein and have received 595 page hits during the reporting year (Dec1 – Jun30).</p> <p>A pollution reporting form was also created and has produced 8 reports from January to June 2018.</p>

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Special Event	Record number of yearly outreach efforts and results. (1 per year minimum)	Pollution Prevention	City residents	Conduct outreach presentations (2 or more) about green infrastructure benefits to raise community awareness and support for it.	<p>In January of 2018 Water Resource personnel kicked off Drop by Drop a monthly educational series regarding water issues. Stormwater pollution and water conserving LID are common themes. This series averages 40 attendees per monthly session.</p> <p>January 25th, Matt Killeen presented at The Highlands Nature Center in their Community Nature Study Series. This presentation focused on stormwater issues and the role of Green Infrastructure in reducing pollutants in urban waters. May 4th, 2018 Stormwater and water resources staff designed a educational booth at the Highland Center's annual native plant sale. The table was staffed for two days. Green infrastructure, water harvesting, and pet waste cleanup were among the talking points that were supported with print materials.</p> <p>May 18-20 City Stormwater and Water Resources personnel staffed a table at the Yavapai County Contractors' Association's Home & Garden Show. Pollution reduction and water conservation through water harvesting were among the messages shared with over one hundred table visitors.</p>
Outreach to Businesses	Record number of yearly outreach efforts and results (1 per year minimum)	Pollution Prevention, IDDE	Car Wash operators	Car Wash industry targeted. Identified a source of illicit discharges to Virginia St Wash. Voluntary compliance in progress.	Half of Prescott car washes were contacted and provided BMP FAQ sheets. One site is correcting operations to eliminate illicit discharges to WOTUS. Scale of outreach needs to increase.



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D-2. DESCRIPTION OF CHANGES IN IDENTIFIED BMPS OR MEASUREABLE GOALS (8.1.3 and 8.4(l))

Have there been any modifications to BMPs during this reporting period: Yes No.

If yes, provide a brief explanation of each modification below (Add Rows as Necessary).

ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			

D-3. PUBLIC EDUCATION AND OUTREACH (6.4.1)

Provide a summary of activities planned for the next reporting period in the following table

Best Management Practice	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Local PSAs	Utilize ≥2 media platforms to diversify sources of pollution prevention and reporting information	KYCA radio interview September 4 th . Utilize City's Facebook and Twitter social media accounts. Explore opportunities with local newspaper, The Daily Courier	KYCA Radio interview September 4 th , 2018 Winter 2018 social media account messaging. Spring 2019 Newspaper article around Earth Day.
Press Release	Publish at least one press release annually	Publish press release(s) to increase awareness of stormwater quality issues events and/or improvements to inform the community of the City's stormwater efforts.	Target spring 2019.

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<p>Special Event</p>	<p>Participate in five or more events with MS4 stormwater outreach materials</p>	<p>Participate in special events hosted by various local organizations. These special events provide opportunities to educate the general public and special interest groups on the importance of stormwater quality management.</p>	<p>Citizens Water Advocay Group April presentation on Watson Lake and pollution reduction. Earth Day help organize and staff City's table at Earth Day event in downtown Prescott (April) HNC plant sale help organize and staff City's table at plant sale event (typically May) YCCA home & garden show: help organize and staff City's table at show May18-20. Drop by Drop series: Monthly presence and materials at the event. Coordinate with water resources staff to present surface water quality topics.</p>
<p>Display/ Posters</p>	<p>Distribute and track distribution of dog waste dispensers at all events and at other sites as identified by staff</p>	<p>Provide dog waste dispensers to event participants: this allows us to educate participants about the impact of feces on water quality and the importance of properly disposing of pet waste.</p>	<p>In addition to distributing dog waste dispensers also provide temporary signage to popular dog walking areas where waste accumulation is a regular occurrence (see <i>Pet waste Temp sign.jpg</i>)</p>
<p>Brochures</p>	<p>Develop at least one new print document and distribute to residences and businesses as needed.</p>	<p>Develop new, targeted print materials such as brochures or door hangers designed to bring awareness to pollutants in a neighborhood.</p>	<p>September 2018 draft new print materials. October 2018 submit materials for approval from Public Works Management prior to distribution.</p>
<p>Webpage</p>	<p>Update and expand the City's stormwater webpage. Track webpage visits and report in next year's annual report.</p>	<p>Continue to update City of Prescott webpage to increase amount of useful information to residents and businesses on how to reduce pollution and mitigate stormwater runoff. Webpage updates may include Frequently Asked Questions, resources for stormwater quality management and news on stormwater programs at the City.</p>	<p>Ongoing, beginning October 2018</p>
<p>School Event</p>	<p>Present at schools: Prescott college, Yavapai College, Embry Riddle, etc.</p>	<p>Develop presentation for classes that raises awareness of water quality issues and encourages participation.</p>	<p>October and November 2018 begin contacting schools and instructors directly to schedule presentations. Presentations to occur as course schedules permit.</p>

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<p>“Drains to Creek” Storm Drain Markers</p>	<p>Install or replace markers as needed and document installation.</p>	<p>City partnership with Prescott Creeks on 2007 project (funded by ADEQ 319 grant) developed and placed “Rain Only Drains To Creek” markers for placement on storm drains. City staff have identified that new drain grates do not have markers and some original markers are damaged. City employees will replace markers on an as-needed basis.</p> <p>Marker placement will be focused on the downtown area due to its high visibility, close proximity to Granite Creek, and high concentration of commercial operations.</p>	<p>Ongoing, beginning October 2018 (see <i>Drains to Creek.jpg</i> in supporting docs)</p>
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E. MCM-2: PUBLIC INVOLVEMENT AND PARTICIPATION (6.4.2 and 8.1.2)

E-1. Provide a Summary of Public Involvement and Participation BMPs Implemented During the Reporting Period in the Following Table

Best Management Practice	Measurable Goal (steps to measure progress)	Theme or Message	Target Audience	Percent of Target Audience Reached	Summary of Results and Effectiveness (8.1.2)
Stormwater Volunteer Opportunities	Identify opportunities for volunteers to participate in stormwater activities. (1 per year minimum)	IDDE	Residents	Eight reports were received and resolved during the reporting year.	Pollution reporting form has been created and identified pollution issues. Additional publicity of the form via social media platforms should be explored
Procedure for Receiving and Reviewing Public Comment	When the City’s new website is published verify web and telephone reporting methods properly route stormwater related issues.	IDDE	Residents	Walk in, Call in, and web site visitors’ complaints and questions are more efficiently handled.	City receptionists and front desk staff underwent general stormwater awareness and illicit discharge training to more effectively route the public to the appropriate responders. All web site resources are accurate and functional.
Implement Public Notice	Document Public Notice Efforts	Pollution Prevention	Residents	0%, no SWMP updates during the reporting year.	This was not done as we did not make any updates to the SWMP.



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	(1per SWMP update)				
E-2. Description of Changes to BMPs and Measurable Goals (8.1.3 and 8.4(l))					
a) Have there been any modifications to BMPs during this reporting period: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete Section b, below (Add Rows as Necessary).					
b) Summary of BMP Modifications					
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible		Analysis of Why BMP is Expected to Achieve Goals	
<input type="checkbox"/> Yes					

E-3. PUBLIC EDUCATION AND OUTREACH (6.4.1) PUBLIC INVOLVEMENT AND PARTICIPATION (6.4.2 and 8.1.2) Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Clean up day on granite creek	Recruit at least 10 volunteers	Coordinate with City Manager's Office and Parks and Recreation Department to host a clean-up event downtown on Granite Creek.	August 2018: begin interdepartmental coordination to develop clean-up plan October 2018: Clean-up event
Web reporting	Record increased number of submissions to COP pollution reporting form	Plug pollution reporting form via traditional and/or social media and radio interview. Aim to increase submissions to forms through enhancing public awareness of pollution and advertising availability of reporting form.	Advertise web reporting form quarterly

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Encourage business involvement	Attend the Granite Creek Corridor Revitalization committee that seeks to restore ecological and aesthetic function to Granite Creek while connecting businesses and residents to our surface waters.	Work with businesses to take part in local creek stewardship programs. In FY 2019 we will focus on businesses near the Granite Creek corridor, which has a high visibility to the public and is an area of high pollutant loading.	Monthly: meetings and coordination. October: Creek clean-up
Host Erosion Control Coordinator Training	The City will research the feasibility of hosting a training for the ADOT Erosion Control Coordinator certification. Number of participants (municipal and private sector employees) will be logged.	If determined to be possible within budgeting and scheduling constraints, the City will host an ECC training. City stormwater staff would extend the professional development opportunity other City personnel that may be in a position to identify erosion and sediment control issues at construction sites. This training would also be available to the public and the City would invite local contractors to participate in an effort to improve awareness of sediment pollution issues in the industry.	Fall: Identify trainers, logistics, costs and scheduling. Spring: Host training.
Watershed Improvement Council (WIC)	Measuring the performance of the WIC will depend on collective goals set by the Council	Reconvene WIC to enhance collaboration between government, private sector, independent sector, and individual stakeholders. Survey WIC members to identify stakeholder needs and develop direction for collaborative efforts.	26 July 2018 WIC meeting held at City of Prescott Public Works Department Fall 2018 distribute survey to WIC members, schedule future meeting informed by survey results
Granite Creek Clean Up	Document volunteers that participate in event.	Coordinate with Prescott Creeks to gather volunteers to clean up creeks throughout watershed.	November 2018 begin coordination with Prescott Creeks 20 April 2019 Granite Creek Clean Up

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F. MCM-3: ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) PROGRAM (6.4.3 and 8.1.2)					
F-1. Provide a Summary of Illicit Discharge Detection and Elimination BMPs Implemented During the Reporting Period in the Following Table					
Best Management Practice	Measurable Goal (steps to measure progress)	Completed (Yes or No)	Date of Implementation	Percent of Target Audience Reached	Summary of Results and Effectiveness (8.1.2)
Dry Weather Screening	20% of known outfalls (284) per year	Yes	July 1 2017	133%	76 of 284 known outfalls had dry weather screening. That represents 27% of known outfalls (see <i>FY18 DW summary report.pdf</i> in supporting documents).
Unpermitted Discharges	City will record number of licenses verified and report number of unpermitted businesses and construction sites found.	No	July 1 2017	0%	ADEQ Megasearch and online database searches did not provide listings of AZPDES permittees to cross reference against local businesses. The City is working with a contractor (AmecFW/WOOD PLC) to identify a process to identify permittees and those needing AZPDES permits.
Analytical Monitoring	51 analytical monitoring samples for E. coli of those 44 also had temperature and dissolved oxygen measurements. Monthly Watson Lake monitoring for a calendar year concluded in Nov 2017.	Yes	Summer wet season and Winter wet season for creeks. December 2016 through November 2017.	91% 10 of 11 non-attaining creeks with City outfalls monitored two or more times. 100%	10 of 11 non attaining water bodies in the City had more than two analytical samples taken (for more detail see <i>Prescott Analytical Monitoring Logbook_FY18.xls</i> in attachments). Government Canyon has no City outfalls. Slaughterhouse Gulch not sampled. Watson Lake data included in supporting documents and is the basis of lake modeling and the development of a Lake Management Plan (in progress).



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Training	City will record number of employees who received IDDE training each year.	No	Fall 2017	21 City staff trained.	Front desk receptionists for public works, City Hall, Code Compliance, and Water department (15 people) received training in OCT/NOV 2017. Public Works Construction Inspectors (x6) May 2018.
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F-2. DESCRIPTION OF CHANGES IN IDENTIFIED BMPs OR MEASUREABLE GOALS (8.1.3 and 8.4(I))
 BMP modifications: Yes No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).

ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			

F-3. IDDE Staff Training (6.4.3.10)

Frequency of Training	Date of Training Event	Training Subject	Number of Employees Trained
Annually	October 30, Nov 1, 2017	General Stormwater Awareness Training and Illicit Discharge Detection	15
Semi-Annually	May 18, 2018	General Stormwater Awareness Training and Illicit Discharge Detection	6

F-4. Illicit Discharge Identification and Response (6.4.3.5)

Date of Discovery	Method of Discovery	Type of Pollutants	Source	Estimated Duration of Illicit Discharge	Estimated Quantity	Date of Elimination	Escalated Enforcement Action Required?
5/31/2018	Complaint – via Streets division	Motor oil	Automotive	Single occurrence	<1 gallon	6/1/2018	No
12/11/2017	Wastewater Collection division	Sewage	Residential	6 hours	Unknown	12/11/2017	No



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6/11/2018	Complaint – via Wastewater Collection	Sewage	Residential	<2 hours	Unknown	6/11/2018	No
3/27/2018	Personnel Observation	Sewage	Residential Construction Site portajohn	<6 hours	Unknown	3/27/2018	No
4/18/2018	Complaint – via Yavapai County	Sewage	No discharge observed - likely false report	N/A	N/A	4/18/2017	No
4/2/2018	Complaint – phone	Sewage	Residential cleanout	N/A	No discharge to MS4	4/2/2018	No
3/25/2018	Personnel observation	Sewage	Residential cleanout	Unknown	Unknown	3/26/2018	No
11/14/2017	Personnel observation	Sewage	Residential cleanout	Unknown	Unknown	11/15/2017	Yes – Notice of Violation issued
5/30/2018	Complaint via Code Enforcement Hotline	Sewage	Residential cleanout	Complainant indicated 9-10 weeks before City was notified	Unknown	5/30/2018	No
6/8/2018	Personnel observation during outfall inspection	Mixed: oils, metals, detergents	Car wash	Ongoing	Unknown	Ongoing	Property owner contacted, working toward compliance with P.C.C. 16-5
6/20/2018	COP Public Works inspector reported	Sewage	Residential	Unknown	Unknown	6/20/2018	No
11/8/2017	Complaint	Motor oil	Vehicle parked in street	Unknown	Unknown	11/18/2017	Yes – Notice of Violation issued
11/16/2017	Complaint via Water/Wastewater Department	Sewage	Residential	Unknown	Unknown	11/17/2017	No
3/27/2018	Wastewater Department – phone	Sewage	Private low-pressure sewer system failure	24 hours	Unknown	3/29/2018	No
8/2/2017	Police report	Sewage	Residential septic overflow	5 days	Unknown	8/7/2017	Yes – Notice of Violation issued



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4/3/2018	Code Enforcement department	Sewage	Private sewer line break	Unknown	Unknown	4/7/2018	No
8/15/2017	Personnel observation	Sediment	Private roadway	Single occurrence	Unknown	8/22/2017	Yes – Notice of Violation issued
11/5/2017	Complaint	Sediment	Unpermitted grading / disturbance	~30 days	Unknown	12/7/2018	Yes – Notice of Violation issued
9/25/2017	Personnel observation	Sediment	Car wash	48 hours	Unknown	9/26/2017	Yes – Notice of Violation issued
4/18/2018	Code Enforcement department	Sewage	Residential	24 hours	Unknown	4/18/2018	No
8/15/2017	Personnel observation	Sediment	Construction	48 hours	Unknown	8/16/2017	Yes – Notice of Violation issued
8/17/2017	Building Department Inspector	Sediment	Vacant Lot – Residential	~30 days	Unknown	9/14/2017	Yes – Two Notices of Violation issued
12/26/2017	Complaint	Sewage	N/A	N/A	No discharge identified	12/26/2017	No
8/15/2017	Personnel observation	Sediment	Subdivision Development	14 days	Unknown	8/31/2017	Yes – Notice of Violation issued
8/15/2017	Personnel observation	Sediment	Subdivision Development	14 days	Unknown	8/31/2017	Yes – Notice of Violation issued
1/2/2018	Streets Division	Cooking oil	Restaurant grease bin	<24 hours	<55 gallons	1/2/2018	Yes – Notice of Violation issued
4/18/2018	Complaint	None observed - complainant suspected oil	Sheen from natural microbial activity	N/A	N/A	4/18/2018	No
12/6/2018	Complaint	None – potable water	Fire line flush	N/A	N/A	12/6/2018	No
9/1/2017	Personnel observation	Sediment	Vacant lot	Ongoing	Unknown	Ongoing	Yes – Notice of Violation issued
1/8/2018	Water Protection Division	Cooking oil	Multiple Restaurant grease bins	4 days	Unknown	1/12/2018	Yes – Notices of Violation issued to multiple facilities



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7/13/2017	Code Enforcement department	Sewage	Residential cleanout	<24 hours	Unknown	7/14/2017	Yes - Notice of Violation issued
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Note: Discharge quantities estimated only if there was a frame of reference on which to base estimates (known container spill, etc.). Generally we were unable to estimate discharge quantities that represented as a trickle of flow, oil stain, or dispersed sediment in storm drain systems.

F-5. Unpermitted Discharges to MS4 (6.4.3.11)			
Facility Name	Type of Activity	SIC Code	AZPDES Permit Number (if known)
<i>None</i>	<i>Na</i>	<i>Na</i>	<i>none</i>

Staff attempted to utilize ADEQ database searches (Megasearch, online records requests, etc.) to identify permitted businesses to compare against Prescott’s business license enrollees. We were unable to get any AZPDES permittee lists from those databases. Subsequently the City engaged a contractor to establish a process to do this (Amec Foster Wheeler/Wood PLC). ADEQ’s recent addition of AZPDES permits to their eMaps is a valuable resource to better realize this item. We anticipate broad outreach to potential permittees in FY19.

F-6. Illicit Discharge Detection and Elimination Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Dry Weather Screening	Dry weather screening to occur for 20% of known outfalls. Transition from paper to tablet based field monitoring.	Randomly select 20% of outfalls for each waterbody that have not been screened in the previous two years. This will result in 100% of outfalls screened in the life of the permit.	Random outfall selection in July 2018. Evenly distribute screenings between summer and winter monitoring seasons.
Outfall Inventory	Review outfall inventory to identify data gaps, linear conveyances and those outfalls that are either private outfalls or outlets.	Pair outfall inventory with dry weather screenings to maximize efficiency. Update as WOTUS definitions become clear, or at least updated. Remove private outfalls and linear conveyances from database.	Throughout the year with additional focus during dry periods.

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Analytical Monitoring	Conduct analytical monitoring for each impaired water body. ≥ 2 times per impaired creek	Prioritize based on suspected pollutants and green infrastructure installation or to support installation of additional green infrastructure. See attached decision matrix.	When there is sufficient rain or snowmelt
Training	Train new stormwater specialist in monitoring procedures. Train City staff in general stormwater awareness and illicit discharge detection .	Upon hire train new staff. Prioritize Recreation, Streets and Solid Waste staff October 2018 through April 2019.	July 2018 October 2018 – April 2019
Stormwater Sewer Mapping	Develop data dictionary for survey grade Trimble GPS unit then train staff on its use. Prioritize downtown stormdrain infrastructure initially and expand as needed.	GPS training followed by field mapping.	Training in fall of 2018. Mapping the remainder of FY2018. Initial focus on Granite Creek, MS4 boundary to tribal lands.
Expand Public Awareness and Participation	Advertise pollution reporting form and encourage residents to bring pollution concerns to City's attention	Newspaper, radio, and social media promotion.	Radio interview on KYCA September 2018. Newspaper article and social media promotion simultaneously to compare effective reach, Winter 2018/2019.

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G. MCM-4: CONSTRUCTION ACTIVITY STORMWATER RUNOFF CONTROL (6.4.4 and 8.1.2)				
G-1. Provide a Summary of Construction Activity Stormwater Runoff Control BMPs Implemented During the Reporting Period in the Following Table				
Best Management Practices	Measurable Goal	Date BMP was Implemented	Implementation Status (% complete, date complete, on-going)	Summary of Results and Effectiveness (8.1.2)
Site Plan Review	City will record number of plans reviewed, inspections conducted and enforcement actions taken.	July 1 st	On-going	125 Site Plan reviews in FY18 across two different permitting software platforms (TrackIt & Accela records attached).
Inventory	Active construction sites will be available in a searchable inventory. Number of active sites each year will be recorded in annual report.	Accela implemented December 1.	On-going	653 Active permits in the reporting year per searchable Accela database. All FY18 permits exported to <i>Inventory_FY18 Accela permits.xls</i>
Training	City will record number of Operators who received stormwater training each year.	March 28 th , 2018	On-going	Matt Killeen presented Erosion Controls and Bio-Basin FAQs to Quaterly Contractors' Meeting, 60 contractors in attendance in addition to 20 City staff (presentation included in supporting documents, see <i>Contractors Presentation MAR2018_final</i>).
Training	City will record number of employees who received construction stormwater inspection training (staff will be trained once per year)	May 18 th , 2018	On-going	High turnover rates amongst inspection staff and the use of contract inspectors delayed implementation. With the current permanent inspectors onboard trainings to happen semi-annually, or as needed/requested.



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G-2. Description of Changes in BMPs and Measurable Goals (8.1.3 and 8.4(l))			
BMP modifications: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			

G-3. Construction Activity Complaints (6.4.4.5 and 8.4(i))	
Number of Complaints Received	Number of Complaint Responses/Resolved
4	4

Complaints received by the City are directly addressed by the associated inspector. Single family residences are inspected by the Building department. Subdivision, CIP, commercial, and mass grading are inspected by Public Works. There is no central repository for construction site related complaints. The four complaints listed above were received by stormwater staff and resolved by a combination of stormwater and inspection staff.

G-4. Construction Activity Inspections			
Number of Active Construction Sites	Number of Active Construction Sites Inspected	Number of Re-Inspections	Average Inspection Frequency
653 per Accela (current permitting software)	481 – Accela	Not yet trackable via Accela	Once during project, with additional inspections performed as issues are identified
Number of Violation		Number of Enforcement Actions	
92 of 481 inspections Not Approved		Reinspected/Voluntary compliance	

Note: Supporting documents and/or reports for Inventory, Inspections, and plan review are provided in the attachments.

The numbers above are based on reports of inspections on Building, Engineering, and CIP permits. Some projects required multiple permits but only one Erosion and Sediment Control inspection. Building permits are issued for a wide range of project types including many projects that do not result in ground disturbance (interior projects, commercial signage, plumbing, etc.).

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G-5. Construction Activity Stormwater Runoff Control Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Training	Conduct two or more trainings each year	Train Public Works and Building Department inspectors to identify stormwater runoff issues at construction sites, enforce regulations, and track cases.	Fall 2018 and Spring 2019
Green Infrastructure	Increase in number of constructed and in-design projects	Recommend that Green Infrastructure be added to Capital Improvement Projects and private development during pre-application conferences and during review.	Ongoing
Inspections and Enforcement	Inspect all sites that require erosion control BMPs. All inspections and resulting enforcement actions are logged in Accela.	Continue to perform regular Erosion and Sediment Control inspections as well as as-needed inspections when violations are identified. Enforce applicable code through authorized means	Ongoing
Site Plan Reviews	Review all plans for projects that have stormwater BMP requirements. All plan reviews are tracked in Accela.	Staff will continue to review plans to assure development compliance with AZPDES requirements, contain appropriate erosion and sediment controls, and have post-construction stormwater PMPs and Operation and Maintenance agreements	Ongoing
Training	The City will research the feasibility of hosting a training for the ADOT Erosion Control Coordinator certification. Number of participants (municipal and private sector employees) will be tracked.	If determined to be possible within budgeting and scheduling constraints, the City will host an ECC training. City stormwater staff would extend the professional development opportunity other City personnel that may be in a position to identify erosion and sediment control issues at construction sites. This training would also be available to the public and the City would invite local contractors to participate in an effort to improve awareness of sediment pollution issues in the industry.	Fall: Identify trainers, logistics, costs and scheduling. Spring: Host training.

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H. MCM-5: POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT (6.4.5 and 8.1.2)				
H-1. Provide a Summary of Post-Construction Activity Stormwater Runoff Control BMPs Implemented During the Reporting Period in the Following Table				
BMP	Measurable Goal (steps to measure progress)	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results and Effectiveness (8.1.2)
Inventory	City will record number of new entries to inventory each year.	Yes	Prescott City Code Chapter 16-6 https://www.codepublishing.com/AZ/Prescott/	FY18 has a total of 61 sites, up 14 sites from FY17. (<i>Post-Const Inspections.xls</i> in supporting documents)
Enforcement	City will review enforcement procedures annually.	Yes	Prescott City Code Chapter 16-6 https://www.codepublishing.com/AZ/Prescott/	Voluntary compliance has been reached across all inspection sites. Education and outreach accompanies any notice of violation letter.
Site Plan Reviews	City will record number of plans reviewed each year	Yes	Prescott City Code Chapter 16-6 https://www.codepublishing.com/AZ/Prescott/	125 Site Plan reviews as documented in MCM-4.
Training	City will record number of employees who received post construction stormwater inspection training.	Yes	Prescott City Code Chapter 16-6 https://www.codepublishing.com/AZ/Prescott/	Stormwater Specialist hired and trained in July of 2018. All FY18 inspections done by Matt Killeen. No other staff responsible for these inspections.
Inspections	City will record the number of inspections conducted.	Yes	Prescott City Code Chapter 16-6 https://www.codepublishing.com/AZ/Prescott/	30 of 61 sites inspected. 47 of 61 sites' property owners contacted. (<i>Post-Const Inspections.xls</i> in supporting documents)

H-2. Post-Construction Stormwater Management in New Development and Redevelopment (8.4(j))	
Number of Sites Requiring Post-Construction Controls:	Number of Post-Construction Stormwater Controls Inspected:
61	30
Number of Post-Construction Stormwater Control Violations	Number of Post-Construction Stormwater Control Violations Resolved
8	6, remaining 2 pending.



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H-3. Description of Changes in BMPs or Measurable Goals (8.1.3 and 8.4(l))			
BMP modifications: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			

H-4. Post-Construction Stormwater Management in New Development and Redevelopment (6.4.1) Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Inventory	Maintain an up to date data set with supporting documents as new sites are constructed. Develop tablet based inspection capacity using Lucity software.	Participate in permit final walkthroughs to document BMP location. Copy as-builts to files for future reference. Work with City IT staff to create, and then periodically update, post construction sites in Lucity. Utilize tablets for inspections.	On-going: as development occurs. October/November update Lucity to include private post-construction sites. December start tablet based inspections.
Inspections	Develop an increased capacity to perform inspections on all post-construction BMP sites annually.	Hire Stormwater Specialist to complete inspections. Expand BMP self-inspection program, encouraging property managers to submit proof of regular maintenance.	Completed July 2018. October/November during in-person inspections.
Enforcement	Increase in number of walkthrough inspections attended by Stormwater staff.	Participate in final walkthroughs to ensure functional installation of BMPs. Take enforcement action when violations are identified during inspections or through other means (incidental, complaints, etc.)	Ongoing: as projects close. Year-round.
Site Plan Reviews	Continue to review proposed site plans for stormwater pollution controls.	Plans for all construction requiring stormwater pollution controls will be reviewed by staff prior to permit approval. Permitted sites will be logged and added to the post-construction stormwater management inventory.	Ongoing



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Training	Improve effectiveness of stormwater BMP inspections.	Train stormwater BMP inspectors to more effectively inspect BMPs including oil-water-grit separators, EnviroHoods, etc.	Fall: identify training opportunities. Attend as scheduled.
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I. POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS (6.4.6)

I-1. Summary of Pollution Prevention and Good Housekeeping BMPs in the Following Table

Facility Name (Group Facilities as Appropriate)	Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Results and Effectiveness (8.1.2)
Municipal Facility Inventory & Prioritization	Inspections	City will keep facility inspection reports on file	Green infrastructure sites were routinely visited and maintained as necessary. Other sites were not inspected as scheduled in prioritization list as a result of capacity. Efforts were focused on budgeting and hiring a Stormwater Specialist to increase capacity to conduct these, and other, inspections City-wide. That position was filled in July of 2018.
Operations, Inspection and Maintenance	Inspections	City will report maintenance activities each year.	See attached <i>Inspection & Maintenance records.pdf</i> Stormwater inspections are being integrated into the City's new asset management software, Lucity, for more consistent inspection, scheduling and maintenance.
Implement Controls	Implement Controls	Review in place pollution prevention controls each year	The City's Household Hazardous Waste program was an effective program in diverting waste from inappropriate or illegal dumping.
Staff Training	Training	City will record number of employees who received training.	21 City employees trained in General Stormwater Awareness and IDDE



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I-2. Description of Changes in BMPs and Measurable Goals (8.1.3 and 8.4(l))

BMP modifications: Yes No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).

ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			

I-3. Updates to Operation and Maintenance Programs (6.4.6 (a-g))

BMPs at Fleet Maintenance and Pioneer Park Hockey Rink are now on a regularly scheduled maintenance interval with the City's drainage maintenance crew.

I-4. Pollution Prevention and Good Housekeeping for Municipal Operations
Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table

Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Inspections	Develop an increased capacity to perform inspections on all Municipal BMP sites annually.	Hire and train Stormwater Specialist to complete inspections.	Hiring completed July 2018, Training completed September 2018
Facility Prioritization	Increase number of facilities inspected. Create inspection form in paper and digital versions for tablet based monitoring.	Review Facility Prioritization in SWMP and adjust inspection frequency as determined by inspection results to reflect conditions and pollutant load.	Fall: Review existing list and revise as necessary. Create inspection form hardcopy and in Lucity (asset management software). Fall: Start inspection program.

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<p>O&M Procedures</p>	<p>Maintain green infrastructure and stormwater filtration BMPs at City operated facilities.</p> <p>Green infrastructure sites include: the Adult Center biobasins, Whipple St. biobasin, Rodeo Grounds biobasin, Acker Park biobasin, and Alarcon and Marina Streets' rain gardens.</p> <p>BMP sites include the Fleet Maintenance garage, Pioneer Park hockey rink, several administrative buildings, and more.</p>	<p>Ensure continued maintenance of BMPs at City operated facilities. BMP maintenance procedures will include cleaning or replacing filters, replacing hydrocarbon absorption media, vacuuming separators, etc. Green infrastructure maintenance will include sediment removal, invasive species management, trash removal, etc.</p>	<p>Quarterly: inspections and maintenance of Fleet and hockey rink filters, increase if necessary.</p> <p>Monthly: inspection of GI sites.</p>
<p>Street Sweeping</p>	<p>Continue street sweeping program to systematically remove pollutants from roadways.</p> <p>Follow recommendations of the Granite Creek Watershed Pollution Reduction Plan with regards to sweeping equipment capacity and route priorities.</p>	<p>Continuation of street sweeping that prioritizes the downtown/pollutant heavy (per TMDL) area.</p>	<p>Ongoing</p> <p>Spring 2019</p>
<p>Green Infrastructure Expansion</p>	<p>Increase in number of Green Infrastructure elements or projects in the City's capital improvement program, in design or construction.</p>	<p>Follow the recommendations of the Granite Creek Watershed Pollution Reduction Plan to integrate GI into existing capital improvement projects or create a new GI project.</p>	<p>Ongoing: Integration of GI into existing and new projects.</p> <p>Spring 2019: Create a GI capital projects list integrate into capital projects master list.</p>
<p>Emergency Response to Pollutants</p>	<p>Coordinate with Streets Maintenance Division to identify and address pollutant spills.</p> <p>Incidents and resulting response actions will be documented.</p>	<p>Collaboratively assess threats to waterways and rapidly implement control measures to contain and remove pollutants from MS4.</p>	<p>Ongoing</p>

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J. Receiving Waters and Monitoring (7.0)					
Name of Receiving Water Included in Appendix B	Number of Outfalls	Receiving Water Listed as Impaired, Not-Attaining and/or OAW	Listed Pollutants	TMDL	Analytical Monitoring Conducted this Reporting Year?
Aspen Creek	16	Not-Attaining	<i>E.coli</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Granite Creek (Headwaters to Watson Lake)	70	Not-Attaining, Impaired	<i>E.coli</i> , dissolved oxygen	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Granite Creek (below Watson Lake)	11	Not listed	none	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Watson Lake	13	Not-Attaining	Dissolved oxygen, nitrogen, high pH	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Willow Creek (above Willow Creek Reservoir)	24	Not listed	none	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Willow Creek (below Willow Creek Reservoir above Granite Creek)	2	Not listed	none	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Willow Creek Reservoir	6	Impaired	Ammonia	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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Receiving Water	How many outfalls will be sampled?	List parameter(s) to be analyzed	Provide a description of selected BMPs and how they will specifically address the pollutant(s) causing the impairments or how the BMPS will be protective of the OAW
Aspen Creek	≥2	E. coli	Street sweeping, illicit discharge elimination, pet waste bag distribution. Granite Creek Watershed Pollution reduction plan (in progress) identifying the appropriate scale, location and timing of BMPs.
Granite Creek (Headwaters to Watson Lake)	≥2	E. coli	Street sweeping, pet waste bag distribution, green infrastructure (Rosser Adult Center, Whipple St. detention, Rodeo Grounds bioswale, Acker Park detention basin, and Alarcon and Marina Streets' rain gardens). Granite Creek Watershed Pollution reduction plan (in progress) identifying the appropriate scale, location and timing of BMPs.
Granite Creek (below Watson Lake)	0	None	N/A
Watson Lake	≥2	pH, dissolved oxygen, nitrogen	Street sweeping, pollution reporting, pet waste bag distribution. Development of a comprehensive lake management plan identifying a collection of appropriate and seasonal BMPs.
Willow Creek (above Willow Creek Reservoir)	0	none	N/A
Willow Creek (below Willow Creek Reservoir above Granite Creek)	0	None	N/A
Willow Creek Reservoir	≥2	Ammonia	Street sweeping, pollution reporting, pet waste dispenser distribution. Lake management BMPs identified for Watson Lake.



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Certification

The annual report must be signed by either a principal executive officer or ranking elected official, or by a duly authorized representative (refer to Permit Part 9.9(a)).

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

Craig Dotseth

Signature

09-26-2018

Date (mm/dd/yyyy)

Craig Dotseth

Name (printed)

Public Works Director, City of Prescott

Title