

# MS4 question worksheet for 2019 annual report

## Municipal Separate Storm Sewer Systems (MS4s)

Reporting period January 1, 2019 to December 31, 2019

Due June 30, 2020

Copy of questions – **Not for submittal**

**Instructions:** This form is for your personal use only. Complete the online Annual Report to provide a summary of your activities under the 2013 MS4 Permit (Permit) between January 1, 2019, and December 31, 2019. The online Annual Report and additional information can be found on the Minnesota Pollution Control Agency's (MPCA) website at: [https://stormwater.pca.state.mn.us/index.php?title=MS4\\_Annual\\_Report](https://stormwater.pca.state.mn.us/index.php?title=MS4_Annual_Report).

**Questions:** Contact Cole Landgraf ([cole.landgraf@state.mn.us](mailto:cole.landgraf@state.mn.us), 651-757-2880)

### Contact information

#### MS4 General contact information

Full name: Tina Carstens Title: Administrator  
Mailing address: 2665 Noel Drive  
City: Little Canada State: MN Zip code: 55117  
Phone: 651-792-7960 Email: tina.carstens@rwmwd.org

#### Preparer contact information (if different from the MS4 General contact)

Full name: Nicole Soderholm Title: Permit Coordinator  
Mailing address: 2665 Noel Drive  
City: Little Canada State: MN Zip code: 55117  
Phone: 651-792-7976 Email: nicole.soderholm@rwmwd.org

### Minimum Control Measure (MCM) 1: Public education and outreach

The following questions refer to Part III.D.1. of the Permit.

**For new permittees only:** Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

2. Did you select a stormwater-related issue of high priority to be emphasized during this Permit term?  Yes  No  
[Part III.D.1.a.(1)]
3. If 'Yes' in Q2, what is your stormwater-related issue(s)? *Check all that apply.*
  - Total Maximum Daily Loads (TMDLs)
  - Local businesses
  - Residential best management practices (BMPs)
  - Pet waste
  - Yard waste
  - Deicing materials
  - Household chemicals
  - Construction activities
  - Post-construction activities
  - Other (describe): \_\_\_\_\_
4. Have you distributed educational materials or equivalent outreach to the public focused on illicit discharge recognition and reporting? [Part III.D.1.a.(2)]  Yes  No

5. Do you have an implementation plan as required by the Permit? [Part III.D.1.b.]  Yes  No
6. How did you distribute educational materials or equivalent outreach? [Part III.D.1.a.] *Check all that apply in table below.*
7. For the items checked in **Q6** below, who is the intended audience? *Check all that apply in table below.*
8. For the items checked in **Q6** below, enter the total circulation/audience in table below (if unknown, use best estimate).

Q6. How did you distribute educational materials? (Check all that apply):	Q7. Intended audience? (Check all that apply.)						Q8. Total circulation /audience:
	Residents	Local businesses	Developers	Students	Employees	Other	
<input checked="" type="checkbox"/> Brochure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	500
<input checked="" type="checkbox"/> Newsletter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	125,695
<input type="checkbox"/> Utility bill insert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Newspaper ad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Radio ad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Television ad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Cable access channel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/> Stormwater-related event	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5,036
<input checked="" type="checkbox"/> School presentation or project	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1,500
<input checked="" type="checkbox"/> Website	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	21,095
<input checked="" type="checkbox"/> Other (1): describe Facebook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	757
<input checked="" type="checkbox"/> Other (2): describe Instagram	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	461
<input checked="" type="checkbox"/> Other (3): describe Twitter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1,205

For **Q9** and **Q10**, provide a brief description of each activity related to public education and outreach (e.g., rain garden workshop, school presentation, public works open house) held and the date each activity was held from January 1, 2019, to December 31, 2019. [Part III.D.1.c.(4)]

9. Date of activity *in table below*
10. Description of activity *in table below*

Q9. Date of activity	Q10. Description of activity
2/23/19	Phalen Freeze Fest- smart salting, BMP stewardship grants, upcoming events
3/25/19	Neighborhood meeting, First Covenant Church in St. Paul- stormwater mural design input
3/26/19	District 5 Community Council meeting- stormwater mural design input
5/1-5/2/19	Door hanger distribution with Master Water Stewards in Wakefield Lake neighborhood- Adopt-a-Drain
6/1/19	WaterFest at Lake Phalen
6/19/19	Door hanger distribution in East Lake Phalen neighborhood with church youth group- Adopt-a-Drain
6/20, 6/25/19	Master Water Steward tours- Woodbury BMP sites, Tamarack Nature Preserve
Additional	Details available in 'Additional Information- MCM 1'

11. Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.]  Yes  No

If 'Yes,' describe these modifications:

## MCM 2: Public participation/involvement

The following questions refer to Part III.D.2.a. of the Permit.

**For new permittees only:** Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

12. You must provide a minimum of one opportunity each year for the public to provide input on the  Yes  No

adequacy of your Stormwater Pollution Prevention Program (SWPPP). Did you provide this opportunity between January 1, 2019, and December 31, 2019? [Part III.D.2.a.(1)]

13. If 'Yes' in Q12, what was the opportunity that you provided? *Check all that apply.*  Yes  No
- Public meeting
  - Public event
  - Other
14. If 'Public meeting' in Q13, did you hold a stand-alone meeting or combine it with another event?
- Stand-alone
  - Combined
- Enter the date of the public meeting: 6/5/2019
- Enter the number of citizens that attended and were informed about your SWPPP: \_\_\_\_\_
15. If 'Public event' in Q13, describe:
- Enter the date (mm/dd/yyyy) of the public meeting: \_\_\_\_\_
- Enter the number of citizens that attended and were informed about your SWPPP: \_\_\_\_\_
16. If 'Other' in Q13, describe:
- Notices were posted on the District's website and public bulletin board at the District office regarding availability of the draft annual report for review. Number of citizens is reported 0 below because the answer is unknown.*
- Enter the date (mm/dd/yyyy) of the public meeting: 5/6/2019
- Enter the number of citizens that attended and were informed about your SWPPP: 24
17. Between January 1, 2019, and December 31, 2019, did you receive any input regarding your SWPPP?  Yes  No
- If 'Yes,' enter the total number of individuals or organizations that provided comments on your SWPPP. \_\_\_\_\_
18. If 'Yes' in Q17, did you modify your SWPPP as a result of written input received? [Part III.D.2.b.(2)]  Yes  No
- If 'Yes,' describe those modifications.
19. Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your public participation/involvement program? [Part IV.B.]  Yes  No
- If 'Yes,' describe those modifications.

### MCM 3: Illicit discharge detection and elimination

The following questions refer to Part III.D.3. of the Permit.

20. Do you have a regulatory mechanism which prohibits non-stormwater discharges to your MS4?  Yes  No  
[Part III.D.3.b.]

**For new permittees only:** Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

21. Did you identify any illicit discharges between January 1, 2019, and December 31, 2019?  Yes  No  
[Part III.D.3.h.(4)]
22. If 'Yes' in Q21, enter the number of illicit discharges detected. 3
23. If 'Yes' in Q21, how did you discover these illicit discharges? Check all that apply and enter the number

of illicit discharges discovered by each category.

- Public complaint
- Staff

24. If '**Public complaint**' in **Q23**, enter the number discovered by the public: 1
25. If '**Staff**' in **Q23**, enter the number discovered by staff: 2
26. If '**Yes**' in **Q21**, did any of the discovered illicit discharges result in an enforcement action (this includes verbal warnings)?  Yes  No
27. If '**Yes**' in **Q26**, what type of enforcement action(s) was taken and how many of each action were issued between January 1, 2019, and December 31, 2019? **Check all that apply.** For each of the below checked, enter the number that were issued.  Yes  No
- Verbal warning: 3
  - Notice of violation: \_\_\_\_\_
  - Fine: \_\_\_\_\_
  - Criminal action: \_\_\_\_\_
  - Civil penalty: \_\_\_\_\_
  - Other: describe
- Request for additional documentation: photos of spill and clean-up, estimated volume of discharge, confirmation of duty officer notification.*
28. If '**Yes**' in **Q26**, did the enforcement action(s) taken sufficiently address the illicit discharge(s)?  Yes  No
29. If '**No**' in **Q28**, why was the enforcement not sufficient to address the illicit discharge(s)?
30. Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.]  Yes  No
31. Between January 1, 2019 and December 31, 2019, did you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges) and reporting illicit discharges for further investigations? [Part III.D.3.e.]  Yes  No
32. If '**Yes**' in **Q31**, how did you train your field staff? **Check all that apply.**
- Email
  - PowerPoint
  - Presentation
  - Video
  - Field training
  - Other: describe

**The following questions refer to Part III.C.1. of the Permit.**

33. Did you update your storm sewer system map between January 1, 2019, and December 31, 2019? [Part III.C.1.]  Yes  No

**For new permittees only:** will instead see the following for **Q33:**

33. Have you developed a storm sewer system map? [Part III.C.1.]  Yes  No
34. Does your storm sewer map include all pipes 12 inches or greater in diameter and the direction of stormwater flow in those pipes? [Part III.C.1.a.]  Yes  No
35. Does your storm sewer map include outfalls, including a unique identification (ID) number and an associated geographic coordinate? [Part III.C.1.b.]  Yes  No
36. Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.]  Yes  No
37. Does your storm sewer map include all receiving waters? [Part III.C.1.d.]  Yes  No

38. In what format is your storm sewer map available:

- Hardcopy only
- GIS
- CAD
- Other: describe

39. Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination program? [Part IV.B.]  Yes  No

If 'Yes,' describe those modifications.

## MCM 4: Construction site stormwater runoff control

### The following questions refer to Part III.D.4. of the Permit

40. Do you have a regulatory mechanism that is at least as stringent as the Agency's general permit to Discharge Stormwater Associated with Construction Activity (CSW Permit) No. Minn. R. 100001 (<http://www.pca.state.mn.us/index.php/view-document.html?qid=18984>) for erosion and sediment controls and waste controls? [Part III.D.4.a.]  Yes  No  
(Permit can be found on the MPCA website at <https://www.pca.state.mn.us/water/construction-stormwater> (titled 'Minnesota NPDES/SDS Construction Stormwater General Permit').
41. Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.]  Yes  No
42. Have you documented each site plan review as required by the Permit? [Part III.D.4.f.]  Yes  No
43. Enter the number of site plan reviews conducted for sites an acre or greater between January 1, 2019, and December 31, 2019. 43
44. What types of enforcement actions do you have available to compel compliance with your regulatory mechanism? Check all that apply and enter the number of each used from January 1, 2019, to December 31, 2019.
- Verbal warning, Number that were issued: 10
  - Notice of violation, Number that were issued: 68
  - Administrative order, Number that were issued: \_\_\_\_\_
  - Stop-work order, Number that were issued: 0
  - Fine, Number that were issued: \_\_\_\_\_
  - Forfeit of security of bond money: 41
  - Withholding of certificate of occupancy \_\_\_\_\_
  - Criminal action, Number that were issued: \_\_\_\_\_
  - Civil penalty, Number that were issued: 0
  - Other: describe. \_\_\_\_\_, Number that were issued: \_\_\_\_\_
45. Do you have written ERPs to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? [Part III.B.]  Yes  No
46. Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2019, and December 31, 2019: 65
47. Do you have written procedures for identifying priority sites? [Part III.D.4.d.(1)]  Yes  No

48. If 'Yes,' in Q47, How are sites prioritized? Check all that apply.

- Site topography
- Soil characteristics
- Types of receiving water(s)
- Stage of construction
- Compliance history
- Weather conditions
- Citizen complaints
- Project size
- Other: describe

49. Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)]  Yes  No

50. Enter the number of site inspections conducted for sites an acre or greater between January 1, 2019, and December 31, 2019. 472

51. Weekly, monthly, or seasonally depending on project stage and priority.  
Enter the frequency at which site inspections are conducted (e.g., daily, weekly, monthly). [Part III.D.4.d.(2)]

52. Enter the number of trained inspectors that were available for construction site inspections between January 1, 2019, and December 31, 2019. 3

53. Provide the contact information for the inspector(s) and/or organization that conducts construction stormwater inspections for your MS4. List your primary construction stormwater contact first if you have multiple inspectors.

**(1) Inspector name:**

Organization: Mary Fitzgerald (RWMWD)  
Phone (office): 651-792-7956  
Phone (work cell): \_\_\_\_\_  
Email: mary.fitzgerald@rwmwd.org  
Preferred contact method: Phone or e-mail

**(2) Inspector name:**

Organization: Nicole Soderholm (RWMWD)  
Phone (office): 651-792-7976  
Phone (work cell): \_\_\_\_\_  
Email: nicole.soderholm@rwmwd.org  
Preferred contact method: Phone or e-mail

**(3) Inspector name:**

Organization: Paige Ahlborg (RWMWD)  
Phone (office): 651-792-7964  
Phone (work cell): \_\_\_\_\_  
Email: paige.ahlborg@rwmwd.org  
Preferred contact method: Phone or e-mail

54. What training did inspectors receive? **Check all that apply.**

- University of Minnesota Erosion and Stormwater Management Certification Program
- Qualified Compliance Inspector of Stormwater (QCIS)
- Minnesota Laborers Training Center Stormwater Pollution Prevention Plan Installer or Supervisor
- Minnesota Utility Contractors Association Erosion Control Training
- Certified Professional in Erosion and Sediment Control (CPESC)
- Certified Professional in Stormwater Quality (CPSWQ)
- Certified Erosion Sediment and Storm Water Inspector (CESSWI)
- Other: describe

55. Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]  Yes  No

If 'Yes,' describe those modifications:

*We adopted permit rule changes on 6/5/2019. Changes include: updated definitions, permit procedural requirements, and language regarding dewatering, temporary sediment basins, and construction waste storage/containment to achieve consistency with the MS4 and 2018 CSW state NPDES permit.*

## MCM 5: Post-construction stormwater management in new development and redevelopment

The following questions refer to Part III.D.5. of the Permit.

56. Do you have a regulatory mechanism which meets all requirements as specified in Part III.D.5.a. of the Permit?  Yes  No

57. What approach are you using to meet the performance standard for Volume, Total Suspended Solids (TSS), and Total Phosphorus (TP) as required by the permit? [Part III.D.5.a.(2)] **Check all that apply.** Refer to the Technical Support Document at <http://www.pca.state.mn.us/index.php/view-document.html?gid=17815> for guidance on stormwater management approaches. *The TSD can be found on the MPCA website at <https://www.pca.state.mn.us/water/municipal-stormwater-ms4> (refer to the Post Construction Stormwater Management section under the 'Guidance and BMPs' tab).*

- Retain a runoff volume equal to one inch times the area of the proposed increase of impervious surfaces on-site
- Retain the post-construction runoff volume on site for the 95th percentile storm
- Match the pre-development runoff conditions
- Adopt the Minimal Impact Design Standards
- An approach has not been selected
- Other method (Must be technically defensible - e.g., based on modeling, research and acceptable engineering practices)

If 'Other method,' describe:

Retain a volume of 1.1" times the area of new and reconstructed impervious surfaces onsite. All stormwater BMPs require pretreatment method(s) for TSS removal. Runoff rates for the 2, 10, and 100 year critical storm events must not exceed existing conditions (prior to the project/development).

58. Do you have written ERPs to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.]  Yes  No

59. Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your post-construction stormwater management program? [Part IV.B.]  Yes  No

If 'Yes,' describe those modifications.

*We adopted permit rule changes on 6/5/2019. Changes include: updated definitions and language for clarification regarding freeboard and infiltration drawdown requirements. We increased the runoff cap for volume reduction credit to 2.5", prohibited infiltration where there are specific physical limitations to be consistent with the 2018 CSW state NPDES permit, and added BMP Operations & Maintenance Plan submittal requirements. In-lieu fee increases were adopted in 2020 to allow for budgeting flexibility.*

## MCM 6: Pollution prevention/good housekeeping for municipal operations

The following questions refer to Part III.D.6. of the Permit.

**For new permittees only:** Since this annual report is for a time period prior to the deadline for this MCM, the following questions are optional.

60. Enter the total number of **structural stormwater BMPs, outfalls** (excluding underground outfalls), and **ponds** within your MS4 (exclude privately owned). Enter the number for each category below:

Structural stormwater BMPs: 21

Outfalls: 19

Ponds: 20

61. Enter the total number of **structural stormwater BMPs, outfalls** (excluding underground outfalls), and **ponds** that were inspected from January 1, 2019 to December 31, 2019 within your MS4 (exclude privately owned) [Part III.D.6.e.]. Enter the number for each category below:

Structural stormwater BMPs: 21

Outfalls: 19

Ponds: 20

62. Have you developed an alternative inspection frequency for any structural stormwater BMPs, as allowed in Part III.D.6.e.(1) of the Permit?  Yes  No

63. Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)]  Yes  No

64. If 'Yes' in Q63, briefly describe the maintenance that was conducted:

*Removed 8 cubic yards (cy) of sediment from Maplewood Mall sumps, removed 1 cy sediment from Battle Creek sump, removed 1 cy of sediment from Owasso Low Flow sump, removed 1 cy of sediment from Tanners Lake Alum Plant sump, removed 1 cy of sediment from ABI Pond sump, removed 1 cy of sediment from PCU-Target Pond sump, removed 1 cy of sediment from Frost-Kennard Spent Lime Chamber sump, removed 55 cy of sediment from Tamarack Swamp PFS pavers, removed 1,500 cy of sediment from PCU-Target Pond, cleaned 580 linear feet (lf) of permeable weirs at Tanners Wetland/Horseshoe Park, cleaned 65 lf permeable weirs at 5<sup>th</sup> Street wetland, swept permeable parking at District office, removed 700 cy of sediment from McKnight basin, removed 130 cy of sediment from Fish Creek Tributary detention pond,*

65. Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)]  Yes  No

66. If 'Yes' in Q65, did you inspect all stockpiles and storage and material handling areas quarterly? [Part III.D.6.e.(3)]  Yes  No

67. If 'Yes' in Q66, based on inspection findings, did you conduct maintenance at any of the stockpiles and/or storage and material handling areas?  Yes  No

68. If 'Yes' in Q67, briefly describe the maintenance that was conducted:

69. Between January 1, 2019, and December 31, 2019, did you modify your BMPs, measurable goals, or future plans for your pollution prevention/good housekeeping for municipal operations program? [Part IV.B.]  Yes  No

If 'Yes,' describe those modifications:

## Discharges to impaired waters with a EPA-approved TMDL that includes an applicable WLA

If you have been assigned a Waste Load Allocation (WLA) in a TMDL that was approved by the U.S. Environmental Protection Agency (EPA) prior to August 1, 2013, and were not meeting WLA(s) at the time of your permit application, you must complete the **TMDL Annual Report Form**, available on the MPCA website at: [https://stormwater.pca.state.mn.us/index.php?title=Download\\_page\\_with\\_TMDL\\_forms](https://stormwater.pca.state.mn.us/index.php?title=Download_page_with_TMDL_forms).

Attach your completed TMDL Annual Report Form to the actual Annual Report as instructed within that document. [Part III.E.]

71. [question left blank for you to attach a file]

## Alum or Ferric Chloride Phosphorus Treatment Systems

The following questions refer to Part III.F.3.a. of the Permit. Provide the information below as it pertains to your alum or ferric chloride phosphorus treatment system.

72. Date(s) of operation:



Month	Date(s) of operation (mm/dd/yyyy – mm/dd/yyyy)
January	N/A
February	N/A
March	N/A
April	N/A
May	N/A
June	N/A
July	07/16/2019-07/31/2019
August	08/01/2019-08/31/2019
September	09/01/2019-09/30/2019
October	10/01/2019-10/31/2019
November	N/A
December	N/A

Month	Q73 Chemical(s) used for treatment	Q74 Gallons of alum or ferric chloride treatment	Q75 Gallons of water treated	Q76 Calculated pounds of phosphorus removed
January	N/A			
February	N/A			
March	N/A			
April	N/A			
May	N/A			
June	N/A			
July	Alum	1,496	10,514,284	2.94
August	Alum	2,936	19,843,500	15.91
September	Alum	3,458	23,308,900	13.09
October	Alum	4,655	34,271,800	15.49
November	N/A			
December	N/A			

77. Any performance issues and corrective action(s), including date(s) when corrective action(s) were taken, between January 1, 2019, and December 31, 2019:

*On 3 occasions, samples were taken without measuring pH because the sample water had run out. This problem will be corrected for 2020.*

## Partnerships

78. Did you rely on any other regulated MS4s to satisfy one or more permit requirements?  Yes  No
79. If 'Yes' in Q78, describe the agreements you have with other regulated MS4s and which permit requirements the other regulated MS4s help satisfy: [Part IV.B.6.]

## Additional information

If you would like to provide any additional files to accompany your Annual Report, use the space below to upload those files. For each space, you may attach one file.

80. [Optional space for you to attach a file]  
 81. [Optional space for you to attach a file]  
 82. [Optional space for you to attach a file]

83. Optional, describe the file(s) uploaded:

## Owner or Operator Certification

The person with overall administrative responsibility for SWPPP implementation and permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

- Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

By typing my name in the following space, I certify the above statements to be true and correct, to the best of my knowledge, and that information can be used for the purpose of processing my MS4 Annual Report.

Name of certifying official: The certifying official must electronically sign the online Annual Report form.

Title: Administrator Date: \_\_\_\_\_  
(mm/dd/yyyy)

**Note:** In the online form, you will be prompted to provide the email(s) of the individual(s) you would like to receive the MS4 Annual Report for 2019 submittal confirmation email from the MPCA. After you submit the form, please allow up to three business days to receive this confirmation email.

Email (1) nicole.soderholm@rwmwd.org

Email (2) tina.carstens@rwmwd.org

Email (3) \_\_\_\_\_

## **2019 MS4 Annual Report: Additional Information- MCM 1**

### **Public Education/Outreach Events, Education Programs and Projects**

**Schools and Youth Engagement:** classroom education, events, field days, field trips and projects about water pollution, groundwater resources, stormwater, adopt-a-drain, water quality, smart salting practices, best management practices, rain gardens, habitat restoration, shoreline restoration, native plants for water quality

**16 schools**

**59 classes**

**5 Youth groups:** Boys and Girls Club leadership team, Urban Roots, East St. Paul Church group, 3 different Jr. ROTC groups, Summer YMCA teams

**Total Youth/Students involved: 1657**

### **Community Outreach/Education Events:**

**March 6, 2019** Stormwater Mural design input meetings with Urban Roots youth and Boys and Girls Club

**May 23, 2019: Planting for Clean Water –Wonderful Wetlands workshop -**

Oakdale Discovery Center – 18 attendees

Notice of this Clean water/wetland training and information about caring for wetlands sent to 68 homes in Oakdale and 182 in Woodbury

**May 30, 2019: Family Hike at Tamarack Nature Preserve:** (Woodbury) (65 attendees)

**June 8, 2019: Landscape Revival Native Plant Expo & Market,** (Oakdale) (1000 attendees) – the role of native plants in helping water quality is a big message at this education event.

**June 21, 2019 Take AIM** – public education at Keller Regional Park - use of native plants for water quality, stewardship grant program

**Aug. 6, 2019: WaterWorks Teacher Workshop** (Oakdale) (40 attendees) presentation about Project WET, groundwater, watersheds, and available teaching resources. Introduction to the groundwater model and the K12 Watershed Game

**Aug. 27-Sept. 27, 2019: Minnesota State Fair Blue Thumb exhibit in Eco Experience building,** displays, interaction with fair attendees about protecting lakes and wetlands through use of rain gardens, native plants and pollinator education -700

**October 19, 2019 Stafford Library in Woodbury Family Water Day** – (25 people)

- Groundwater model – where city's tap water comes from
- Discussion of water bodies in Woodbury and how the city is working to protect water through rain gardens in parks, cistern in new Public Works building and native plantings
- Comparison demo of two models: how rain gardens vs cleaning up drains -two methods for cleaning stormwater

- Water Bar – sampling water from different sources
- Water promises – an art exercise

**October 23, 2019: City of Oakdale public works annual workshop** information about illicit discharge detection and elimination (8 attendees)

**Adopt-A-Drain:** 170 new participants signed up to adopt drains and 286 additional drains were adopted in RWMWD in 2019.

## Master Water Stewards

6 Master Water Stewards participated in 6 classes in Jan – March 2019) and 2 classes were held for another team of 5 Master Water Stewards in October and November 2019, Activities include tours, education, community outreach and projects related to stormwater management, storm drain pollution, BMPs, water quality, pet waste and ecological restoration to prevent erosion

Master Water Steward outreach Projects:

- Master Water Stewards Stephanie Wang and Anna Barker worked with EMWREP and RWMWD staff to organize two raingarden clean-up events in spring 2019 at Trinity Presbyterian Church and put on a family water education program at the Stafford Library in Woodbury (see more detail in events section above).
- Master Water Steward Linda Neilson circulated pet waste educational signs at three Roseville City Parks: Willow Pond Applewood Overlook, Acorn Park throughout the year.
- Master Water Steward, Logan Stapleton engaged a community of 15 friends, family and Master Water Stewards to help install his capstone project – a shoreline restoration project on the east side of Lake Phalen to slow erosion. The event was witnessed by hundreds of people on a marathon walk who came by the spot!
- Rain Barrel education at Water Fest by Master Water Steward Betty Danielson was shared with many people – she passed out instructions for how to build your own rain barrel and engaged the public in decorating 3 rain barrels and raffled them off at the event

## Media

**Website: users:** 21,095 and **Page Views:** 56,982

**Newsletters:** content for city, watershed and Washington Conservation District newsletters

- Oakdale (pop. 28,083) –newsletter
  - Summer – Do your part one drop at a time (storm drains), sweep, rake, pick up
- White Bear Lake (pop. 25,888) - newsletter
  - Spring – Illicit discharge, street sweeping, rain barrels available for purchase
  - Fall - Adopt-a-Drain live!
- Woodbury (pop. 69,756)
  - Feb – SMART Irrigation Controller program
  - Jun – Lawn watering policy
  - Sept –Irrigation Controller program

**RWMWD blog on [rwmwd.org](http://rwmwd.org)** – 1968 subscribers

May 7, 2019 Annual: Stormwater Pollution Protection Plan and Report

July 29, 2019 Bridging Connections: Lake Phalen Stormwater Mural

August 13, Snail Lake Regional Park Wetland Buffers Get a Make-Over

September 5, 2019 Master Water Stewards Kindle Creativity, Discovery and Action

**Facebook:** 757 likes

**Instagram Followers:** 334

**Twitter:** 1205 following, 33 tweets

**You Tube Videos created in 2019**

Hayward Pond Clean-out

Phalen Chain of Lakes – Water Trail

Keller Golf Course Restoration

Water Quality – Lake Sampling

Pond Sampling – Did You Know?

RWMWD Student Planting Tradition

20<sup>th</sup> Annual RWMWD WaterFest Event