

2015 MS4 Annual Report

Friday, June 24, 2016

4:18 PM



Minnesota Pollution Control Agency

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Before you begin...

A fillable Microsoft Word document with all of the questions is available at <https://www.pca.state.mn.us/sites/default/files/wq-strm4-06a.doc> (for personal use only, not for submittal).

The MS4 Annual Report for 2015 will automatically save your answers when you hit the 'Next' button at the bottom of each page.

If you wish to leave the MS4 Annual Report for 2015 and complete the document at another time, you may do so by hitting 'Next' at the bottom of your current page to save your progress before exiting the document. Return to the survey by following the previously used web link, and again login using your email and assigned password credentials. Once you successfully log in, your previous answers will appear.

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[/Guidance for saving MS4 annual reports.](#)

MS4 Annual Report for 2015

Reporting period: January 1, 2015 to December 31, 2015

Due: June 30, 2016

Instructions: Complete this annual report to provide a summary of your activities under the 2013 MS4 Permit (Permit) between January 1, 2015 and December 31, 2015. MPCA staff may contact you for additional information.

Fillable document available at <https://www.pca.state.mn.us/sites/default/files/wq-strm4-06a.doc> (for personal use only, not for submittal).

Questions: Contact Cole Landgraf at 651-757-2880 or cole.landgraf@state.mn.us or Rachel Stangl at 651-757-2879 or rachel.stangl@state.mn.us.

MS4 General Contact Information

Full name	<input type="text" value="Leslie A. Stovring"/>
Title	<input type="text" value="Environmental Coordinator"/>
Mailing address	<input type="text" value="8080 Mitchell Road"/>
City	<input type="text" value="Eden Prairie"/>
State	<input type="text" value="MN"/>
Zip code	<input type="text" value="55344"/>
Phone	<input type="text" value="952-949-8327"/>
Email	<input type="text" value="lstovring@edenprairie.org"/>

Preparer Contact Information (if different from the MS4 General Contact)

Full name	<input type="text"/>
Title	<input type="text"/>
Organization	<input type="text"/>
Mailing address	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>

Zip code

Phone

Email

MCM 1: Public Education and Outreach

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

Q2 Did you select a stormwater-related issue of high priority to be emphasized during this Permit term? [Part III.D.1.a.(1)]

- Yes
- No

Q3 What is your stormwater-related issue(s)? Check all that apply.

- TMDL(s)
- Local businesses
- Residential BMPs
- Pet waste
- Yard waste
- Deicing materials
- Household chemicals
- Construction activities
- Post-construction activities
- Other

Describe:

Q4 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

Q5 Do you have an implementation plan as required by the Permit? [Part III.D.1.b.]

- Yes
- No

Q6 How did you distribute educational materials or equivalent outreach? Check all that apply and provide circulation/audience associated with each item. [Part III.D.1.a.]

- Brochure
- Newsletter
- Utility bill insert
- Newspaper ad
- Radio ad

- Television ad
- Cable access channel
- Stormwater-related event
- School presentation or project
- Website
- Other (1)
- Other (2)
- Other (3)

Other (1), describe:

Other (2), describe:

Q7 Intended audience? Check all that apply.

	Residents	Local Businesses	Developers	Students	Employees	Other
Brochure	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Newsletter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Utility bill insert	<input checked="" type="checkbox"/>	<input 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"/>
School presentation or project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q8 Enter the total circulation/audience (if unknown, use best estimate):

Brochure	<input type="text" value="500"/>
Newsletter	<input type="text" value="26831"/>
Utility bill insert	<input type="text" value="15000"/>
Stormwater-related event	<input type="text" value="1500"/>
School presentation or project	<input type="text" value="150"/>
Other (1)	<input type="text" value="4254"/>
Other (2)	<input type="text" value="150"/>

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, 2015 to

December 31, 2015. [Part III.D.1.c.(4)]

Q9 Date of activity

Q10 Description of activity

Date

(mm/dd/yyyy) 02/17/2015

City Council Workshop on water resources program updates. Also provided information at 11/17/2015 Council workshop on water resource planning and the local water plan update process.

Date

(mm/dd/yyyy) 03/11/2015

Presentation at the Wild Ones meeting about stormwater impacts and landscaping for water quality rebates.

Date

(mm/dd/yyyy) 03/21/2015

Chamber of Commerce Home, Landscape & Garden Expo City booths were for the annual meeting and water resources and also the Conservation Commission

Date

(mm/dd/yyyy) 4/25/2015

Planned and sponsored a Shallow Lakes Forum at the MN Landscape Arboretum that included water quality protection topics and provided information on water quality issues

Date

(mm/dd/yyyy) 5/2/2015

Green Fair / Arbor Day Walk - Water Resources and the Conservation Commission provided information on water quality and solid waste management issues

Date

(mm/dd/yyyy) 4/27/2015

Lake Riley Association Meeting - spoke on the stormwater rules and local water plan update. Also spoke at Mitchell Lake Assn on 9/17/2015.

Date

(mm/dd/yyyy) 5/12/2015

Conservation Commission Meeting - provided a stormwater program and local water plan update. Follow up was on 11/10/2015.

Date

(mm/dd/yyyy) 10/15/2015

Greening Your Congregation Workshop - provided stormwater and landscaping for water quality discussion. Also spoke at League of MN Women Voters on 10/10/2015 on these topics.

Q11 Between January 1, 2015 and December 31, 2015, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.]

- Yes
 No

MCM 2: Public Participation/Involvement

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

Q12 You must provide a minimum of one opportunity each year for the public to provide input on the adequacy of your Stormwater Pollution Prevention Program (SWPPP). Did you provide this opportunity between January 1, 2015 and December 31, 2015? [Part III.D.2.a.(1)]

- Yes
- No

Q13 What was the opportunity that you provided? Check all that apply.

- Public meeting
- Public event
- Other

Q15 Public event

Describe:

Chamber of Commerce Home, Landscape & Garden Expo. Water Resources had a booth at the event to provide information regarding the 2015 permit program and to provide general information on water resource issues and water quality rebate opportunities.

Enter the date of the public event (mm/dd/yyyy):

3/19/2016

Enter the number of citizens that attended and were informed about your SWPPP:

1500

Q17 Between January 1, 2015 and December 31, 2015, did you receive any input regarding your SWPPP?

- Yes
- No

Q19 Between January 1, 2015 and December 31, 2015, did you modify your BMPs, measurable goals, or future plans for your public participation/involvement program? [Part IV.B.]

- Yes
- No

MCM 3: Illicit Discharge Detection and Elimination

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

Q20 As of December 31, 2015, have you enacted a regulatory mechanism which prohibits non-stormwater discharges to your MS4?

- Yes
- No

Q21 Provide either a website address to the above regulatory mechanism or upload a copy. How will you provide this regulatory mechanism?

- Website address
- Upload

Q22 Website address:

Q24 Did you identify any illicit discharges between January 1, 2015 and December 31, 2015? [Part III.D.3.h.(4)]

- Yes
- No

Q25 Enter the number of illicit discharges detected:

Q26 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

Q27 Enter the number discovered by the public:

Q29 Did any of the discovered illicit discharges result in an enforcement action (this includes verbal warnings)?

- Yes
- No

Q33 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.]

- Yes
- No

Q34 Provide either a website address to the above ERPs or upload a copy. How will you provide these ERPs?

- Website address
- Upload

Q35 Website address:

Q37 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

Q38 How did you train your field staff? Check all that apply.

- Email
- PowerPoint
- Presentation
- Video
- Field Training
- Other

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

Q39 Did you update your storm sewer system map between January 1, 2015 and December 31, 2015? [Part III.C.1.]

- Yes
- No

Q40 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

Q41 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

Q42 Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.]

- Yes
- No

Q43 Does your storm sewer map include all receiving waters? [Part III.C.1.d.]

- Yes
- No

Q44 In what format is your storm sewer map available?

- Hardcopy only
- GIS
- CAD
- Other

Q45 Between January 1, 2015 and December 31, 2015, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination (IDDE) program? [Part IV.B.]

- Yes
- No

MCM 4: Construction Site Stormwater Runoff Control

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

Q46 As of December 31, 2015, have you enacted 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. MN R100001 (<http://www.pca.state.mn.us/index.php/view-document.html?gid=18984>) for erosion and sediment controls and waste controls? [Part III.D.4.a.]

- Yes
- No

Q47 Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.]

- Yes
- No

Q48 Have you documented each site plan review as required by the Permit? [Part III.D.4.f.]

- Yes
- No

Q49 Enter the number of site plan reviews conducted for sites an acre or greater of soil disturbance between January 1, 2015 and December 31, 2015:

Q50 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, 2015 to December 31, 2015.

- Verbal warnings
- Notice of violation
- Administrative orders
- Stop-work orders
- Fines
- Forfeit of security of bond money
- Withholding of certificate of occupancy
- Criminal actions
- Civil penalties
- Other

Enter the number of verbal warnings issued:

Enter the number of notice of violations issued:

Enter the number of administrative orders issued:

Enter the number of stop-work orders issued:

Enter the number of fines issued:

Enter the number of forfeitures of security bond money issued:

Enter the number of withholdings of certificate of occupancy issued:

Enter the number criminal actions issued:

Enter the number of civil penalties issued:

Q51 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? [Part III.B.]

- Yes
 No

Q52 Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2015 and December 31, 2015:

Q53 Do you have written procedures for identifying priority sites? [Part III.D.4.d.(1)]

- Yes
 No

Q54 How are sites prioritized? Check all that apply.

- Site topography
 Soil characteristics
 Types of receiving water(s)
 Stage of construction
 Compliance history

- Weather conditions
- Other

Q55 Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)]

- Yes
- No

Q56 Enter the number of site inspections conducted for sites an acre or greater between January 1, 2015 and December 31, 2015:

55

Q57 Enter the frequency at which site inspections are conducted (e.g. daily, weekly, monthly): [Part III.D.4.d.(2)]

Weekly and after 1/2 inch rainfall events. Additional inspections are required by the contractor using the on-line PermiTrack software.

Q58 Enter the number of trained inspectors that were available for construction site inspections between January 1, 2015 and December 31, 2015:

2

Q59 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	Randy Slick
Organization	City of Eden Prairie
Phone (Office)	952-949-8322
Phone (Work Cell)	612-236-7308
Email	RSlick@edenprairie.org
Preferred contact method	Phone
(2) Inspector name	Fred Ziebol
Organization	City of Eden Prairie
Phone (Office)	952-949-8317
Phone (Work Cell)	612-875-1855
Email	fziebol@edenprairie.org
Preferred contact method	phone
(3) Inspector name	Isaac Raser
Organization	City of Eden Prairie
Phone (Office)	952-949-8310

Phone (Work Cell)	612-221-6967
Email	iraser@edenprairie.org
Preferred contact method	phone

Q60 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

Other, describe:

University of Minnesota Extension Stormwater Practices Inspection and Maintenance Certification (Isaac)

Q61 Between January 1, 2015 and December 31, 2015, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]

- Yes
- No

MCM 5: Post-Construction Stormwater Management

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

Q62 As of December 31, 2015, have you enacted a regulatory mechanism to incorporate all requirements as specified in Part III.D.5.a. of the Permit?

- Yes
- No

Q63 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 link <http://www.pca.state.mn.us/index.php/view-document.html?gid=17815> for guidance on stormwater management approaches.

- 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 (MIDS)
- An approach has not been selected
- Other method (Must be technically defensible--e.g. based on modeling, research and acceptable engineering practices)

Q64 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.]

- Yes
- No

Q65 Between January 1, 2015 and December 31, 2015, did you modify your BMPs, measurable goals, or future plans for your post-construction stormwater management program? [Part IV.B.]

- Yes
- No

MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

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

Q66 Enter the total number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds within your MS4 (exclude privately owned).

Structural stormwater BMPs	698
Outfalls	1463
Ponds	809

Q67 Enter the number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds that were inspected from January 1, 2015 to December 31, 2015 within your MS4 (exclude privately owned). [Part III.D.6.e.]

Structural stormwater BMPs	698
Outfalls	356
Ponds	220

Q68 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

Q69 Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)]

- Yes
- No

Q70 Briefly describe the maintenance that was conducted:

78 stormwater sumps (of the 698 inspected) were serviced and 155 yards of sediment and debris were removed. Approximately 116 stormwater repairs (including stormwater grate repairs, outfall clearing and sediment removal, outfall repairs, jetting of stormwater lines, etc.) were also conducted in response to inspection results and citizen requests.

Q71 Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)]

- Yes
- No

Q72 Did you inspect all stockpiles and storage and material handling areas quarterly? [Part III.D.6.e.(3)]

- Yes
- No

Q73 Based on inspection findings, did you conduct maintenance at any of the stockpiles and/or storage and material handling areas?

- Yes
- No

Q75 Between January 1, 2015 and December 31, 2015, 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

Partnerships

Q84 Did you rely on any other regulated MS4s to satisfy one or more Permit requirements?

- Yes
- No

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. You may provide additional explanation and/or information in an email with

the subject *YourMS4NameHere_2015AR* to *ms4permitprogram.pca@state.mn.us*.

Q86 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



Q87 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



Q88 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



Q89 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).

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).

Yes

By typing my name in the following box, 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:
Title:
Date:
(mm/dd/yyyy)

When you are ready to submit, you must click the 'Submit' button at the bottom of this page.

Provide the email(s) of the individual(s) you would like to receive the MS4 Annual Report for 2015 submittal confirmation email from the MPCA. After you click the Submit button below, please allow up to three business days to receive this email.

Email (1)
Email (2)
Email (3)

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