



CITY OF SARATOGA SPRINGS
SPDES # NYR20A216

SPDES General Permit for Storm Water Discharges From
Small Municipal Separate Storm Sewers (MS4s), Permit No. GP-02-
02

Stormwater Management Program Annual Report
(March 2006 – March 2007)

May 2007

264 Washington Avenue Extension
2 Corporate Plaza

Albany, New York 12203

Tel. (518) 218-1801

Fax (518) 218-1805



Engineers • Environmental Scientists • Planners • Landscape Architects

www.bartonandloguidice.com

BWCP - 8 (6/2005) Version 1.0

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL
CONSERVATION

Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02

MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM

**Regulated MS4: City of Saratoga Springs SPDES Permit
Number: NYR20A 216**

See information packet for information to help complete this form.

MCC Form for year ending: March 9, __ 2006 (Year 3) <input checked="" type="checkbox"/> 2007 (Year 4) ___ 2008 (Year 5)			
Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)			
Owner/Operator Is information below new or changed? ___ Yes <input checked="" type="checkbox"/> No			
Name: Thomas G. McTygue		Title: Commissioner	
		Department: Public Works	
Mailing Address:	Street or P.O. Box: 5 Lake Avenue		City: Saratoga Springs
	County: Saratoga		State: New York
		Zip Code: 12866	
Phone: (518)587-3550		E-mail Address: thomas.mctygue@saratoga-springs.org	
Local Stormwater Public Contact (Required by Minimum Measure 2)			
Is information below: 1) new or changed? ___ Yes <input checked="" type="checkbox"/> No			
2) same as: ___ Owner/Operator <input checked="" type="checkbox"/> Local Stormwater Public Contact			
Name: Paul Male, P.E., P.L.S.		Title: City Engineer	
		Department: Engineering	
Mailing Address:	Street or P.O. Box: 474 Broadway		City: Saratoga Springs
	County: Saratoga		State: NY
		Zip Code: 12866	
Phone: (518)587-3550		E-mail Address: paul.male@saratoga-springs.org	
Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)			
Is information below: 1) new or changed? ___ Yes ___ No			
2) same as: ___ Owner/Operator <input checked="" type="checkbox"/> Local Stormwater Public Contact			
Name: Paul Male, P.E., P.L.S.		Title: City Engineer	
		Department: Engineering	
Mailing Address:	Street or P.O. Box: 474 Broadway		City: Saratoga Springs
	County: Saratoga		State: NY
		Zip Code: 12866	
Phone: (518)587-3550		E-mail Address: paul.male@saratoga-springs.org	

IMPORTANT NOTE: Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

Section B. Local Water Quality Information

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

Yes (complete the table below) No Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL
Lake Lonely	Phosphorus	X	
Dwaas Kill and tribs (1101-0007)	Phosphorus, silt/sediment	X	
Tribes to Lake Lonely (1101-0001)	Phosphorus, D.O., oxygen demand, pathogens	X	
Hudson River (1105-0005)	Mercury	X	

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?

Yes
 No

3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?

Yes
 No (explain below)

Explanation:

The municipal pollution prevention plan will include details on reduction of the pollutants of concern.

Annual Report Preparer

Is information below: 1) new or changed? Yes No

2) same as: Owner/Operator Local Stormwater Public Contact SWMP

Coordinator

Name: Don Fletcher, P.E. Barton and Loguidice, P.C.	Title: Consulting Engineer	Department: Water/Wastewater
--	-------------------------------	---------------------------------

Mailing Address:	Street or P.O. Box: 2 Corporate Plaza, 264 Washington Ave. Extension	City: Albany	
	County: Albany	State: NY	Zip Code: 12203

Phone: (518)218-1801	E-mail Address: dfletcher@bartonandloguidice.com
-------------------------	---

Section C. Partnership Information

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners? Yes (complete table below) No (Proceed to Section D)

List MS4 Partners with Legally Binding Agreements or Contracts in Place

Cornell Cooperative Extension; T/o Ballston; V/o Ballston Spa; T/o Clifton Park; T/o Greenfield; T/o Halfmoon; T/o Malta; T/o Milton; T/o Moreau; V/o Round Lake; V/o South Glens Falls; T/o Waterford; T/o Wilton

List MS4 Partners with Planned Legally Binding Agreements or Contracts

List MS4 Partners with Other Agreements in Place

Saratoga County Soil and Water Conservation District

Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)? Yes No (Explain below)

Explain:

Section E. Funding and Resource Allocation

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008? Yes No (explain below)

Explain:

Currently, the Intermunicipal SWMP receives funds through a 2003 EPF/WQIP Grant. The Program will continue to receive 2005 EPF/WQIP Grant funding through December 2008. At this time, however, no long-term funding mechanisms or budget items specifically designated for Stormwater Management Program activities are planned or have been authorized by the County Board of Supervisors.

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

2003 NYS-DEC EPF/WQIP Grant; 9/04-9/30/06; \$100,000

2005 NYS-DEC EPF/WQIP Grant; 10/06-12/31/08; \$248,000

Explain:

Through a partnership with Cornell Cooperative Extension, the above grants have been awarded to the 16 MS4-permittees and the Saratoga County Intermunicipal Stormwater Management Program.

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:

Section F. Compliance Certification

Compliance Assessment - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY			
		Steady Progress		Goals Achieved	
IV.C.1.	Public Education and Outreach on Stormwater Impacts	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
	Explain 'no' / 'N/A' answer: The Grease Trap Program was the only Year 4 Goal that was addressed in Year 4.				
IV.C.2.	Public Involvement / Participation	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Explain 'no' / 'N/A' answer:				
IV.C.3.	Illicit Discharge Detection and Elimination	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	<input type="checkbox"/> Explain 'no' / 'N/A' answer:				
IV.C.4.	Construction Site Stormwater Runoff Control	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Explain 'no' / 'N/A' answer:				
IV.C.5.	Post-Construction Stormwater Management	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Explain 'no' / 'N/A' answer:				
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Explain 'no' / 'N/A' answer:				

Certification Statement

“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. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

Print Name: _____ Title: _____

Signature: _____ Date: _____

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**



Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02

STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE

Regulated MS4: City of Saratoga Springs
Number: NYR20A 216

SPDES Permit

Annual Report Table for year ending: March 9, ___ 2006 (Year 3) X 2007 (Year 4) ___ 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Minimum Control Measure 1. Public Education and Outreach

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • <i>Identify the personnel or outside organization conducting the activity.</i> • <i>Indicate activities planned for next year.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • The City is an active participant in the Saratoga County Intermunicipal Stormwater Management Program.(See attached addendum) 	<ul style="list-style-type: none"> • Year 4 and Year 5
<ul style="list-style-type: none"> • A stormwater webpage was created on the City’s new website and includes the last Annual Report. 	<ul style="list-style-type: none"> • The stormwater webpage will be updated to include contacts and pertinent links, as well as updated forms during year 5. <ul style="list-style-type: none"> ○ http://www.saratoga-springs.org/docs/BDBinDoc.asp?Id={4831FA64-D42F-451B-A1B0-93EB6845340E
<ul style="list-style-type: none"> • The City developed an informative flyer that will be given to residents who visit the Public Works office to purchase compost, leaf/yard waste bags, etc. The same flyer will also be available at the front desks of the Department of Public Works, and Department of Engineering. They will also make them 	<ul style="list-style-type: none"> • Year 5 (April 12 release date) and ongoing • Initial printing will be 500 flyers • Environmental Expo dates: 4/14/07-4/15/07

available at the Environmental Expo at the City Center. See attached.	
<ul style="list-style-type: none"> The year 3 Annual Report was successfully publicly presented to the City. 	<ul style="list-style-type: none"> Public presentation was in May, 2006.
<ul style="list-style-type: none"> The Grease Trap Program described in the Year 3 report continued. Al Flick contacted any non-compliant business and all have achieved compliance and have installed grease traps. As new businesses come in to the inner district they will be addressed. 	<ul style="list-style-type: none"> Year 4 and ongoing
<ul style="list-style-type: none"> Water bills will include an informational stormwater section. 	<ul style="list-style-type: none"> Year 5
<ul style="list-style-type: none"> After the Storm will be aired on Public Access 	<ul style="list-style-type: none"> Year 5
<ul style="list-style-type: none"> An article appeared in the December 20, 2006 publication of the Times Union that highlighted the MS4 program. See attached. 	<ul style="list-style-type: none"> Year 4
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 2. Public Involvement/Participation

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program.</p> <ul style="list-style-type: none"> Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input. Indicate activities planned for next year. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> The City is an active participant in the Saratoga County Intermunicipal Stormwater Management Program.(See attached addendum) 	<ul style="list-style-type: none"> Year 4 and Year 5
<ul style="list-style-type: none"> Pamphlets explaining stormwater management and State requirements related to construction projects are available at the Public Works and Engineering Offices. They are also provided to developers applying for permits from the City. 	<ul style="list-style-type: none"> As additional information becomes available, it will be displayed in the Stormwater repository in Year 5 and ongoing.
<ul style="list-style-type: none"> For the fourth year, the City and a local middle school biology class from the Waldorf School (“Roots and Shoots” environmental club: http://www.rootsandshoots.org/) worked together on a public stormwater awareness campaign involving the placement of curb markers adjacent to catchbasins, etc. The discs are distributed every semester and read “Don’t Pollute. Flows to Waterways.” 	<ul style="list-style-type: none"> Approximately 150 markers have been placed and this program will continue through years 4 and 5. About 6 students are in the group, yet additional students volunteer for this activity. The school’s biology teacher also participates.
<ul style="list-style-type: none"> Paul Male, Al Flick, and Blue Neils hosted a free public presentation at the Saratoga Springs Public Library. The topic of discussion was the MS4 program and the purpose was to inform local residents, and included a question and answer period during which time several in attendance directed questions at each host. All were responded to at the time of the presentation. This presentation was announced at the December 6, 2006 City Council Meeting and Saratoga County Supervisor Cheryl Keyrouze, (D-Saratoga Springs) attended. 	<ul style="list-style-type: none"> Year 4: 1/24/2007 Roughly 10 in attendance.
<ul style="list-style-type: none"> Following a free “Roots to Shoots” public theatrical presentation, entitled “Connecting with our Watershed”, which focused on various water issues, Al Flick and Blue Neils, along with other local watershed/environmental experts, participated in a panel discussion. See attached. 	<ul style="list-style-type: none"> Year 4: 3/2/2007 Roughly 75 in attendance
<ul style="list-style-type: none"> Roots to Shoots handed out an educational stormwater pamphlet to downtown business owners. 	<ul style="list-style-type: none"> Year 4 and ongoing Roughly 20 pamphlets were handed out
<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
<p>Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i></p>	

<ul style="list-style-type: none"> • Presentation of the Annual Report has been publicized by appearing on the Agenda for the May 15 City Council Meeting. The Agenda can be found on the following website: http://www.saratoga-springs.org/docs/bpwebsite.asp 		
Permit Reference IV.C.2.e: Public presentation of f ; f : summary of comments received on; and g : intended response to comments on the SWMPAR.		
Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:		
<p>In attendance: Valerie Keehn, Mayor, Commissioner John Franck, Accounts, Commissioner Ron Kim, DPS, Commissioner Matthew McCabe, Finance, Commissioner Thomas McTygue, DPW, SUPERVISORS: Cheryl Keyrouze. Joanne Yepsen, STAFF PRESENT: Lynn Bachner, Deputy Commissioner, Finance, Michele Boxley, Deputy Commissioner, Accounts, Michael Englert, City Attorney, Eileen Finneran, Deputy Mayor, Bill McTygue, Director, DPW, approximately 50 City residents</p>		
Comments on Annual Report Meeting <input checked="" type="checkbox"/> No public comments received on Annual Report. <input type="checkbox"/> Comments received. Attach summary of comments and intended responses.	Date of Annual Report Meeting: <ul style="list-style-type: none"> • May 15, 2006 	Approximate Date of Meeting Next Year: <ul style="list-style-type: none"> • May 20, 2008
Additional Techniques	Describe Measurable Goals and Results (when applicable) <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i>	
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:		

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4.</p> <ul style="list-style-type: none"> <i>Explain the activities and procedures used to meet this requirement this year and planned for next year.</i> <i>Revise as procedures are updated.</i> <i>Identify personnel or outside organization conducting the activities</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i>
<ul style="list-style-type: none"> Public calls and complaints resulting in service requests trigger investigations of suspected illicit discharges. In Year 4, two construction jobs were shut down due to illicit discharges. The City does not allow them to commence until the pipe is TV'd and any silt/debris has been cleaned. 	<ul style="list-style-type: none"> Year 4 and ongoing.
<ul style="list-style-type: none"> When illicit discharges are detected, the City fills out summary reports that state what the problem is and how it was rectified. These reports can be found at the Department of Public Works. 	<ul style="list-style-type: none"> Year 4 and ongoing. 28 detected and corrected to date
<ul style="list-style-type: none"> Manhole inspections have continued throughout year 4. They are mapped, inspected, and entered into a database at the Engineering Department. 	<ul style="list-style-type: none"> Year 4 and ongoing
<ul style="list-style-type: none"> Scott Palmer and Stan Borden with the City of Saratoga Springs continue to regularly monitor and photograph, if necessary, stormdrain outfalls. 	<ul style="list-style-type: none"> Year 4 and ongoing
<ul style="list-style-type: none"> Stan Borden, Debbie LeBreche, Paul Male, Scott Palmer, and the Engineering Department's intern will all attend "Construction Site Stormwater Inspections for Code Enforcement Officers". This is sponsored by NYSDEC Region 5, Soil and Water Conservation District, and the Saratoga County Intermunicipal Stormwater Program. Classroom training and a construction site field trip will be given by Bill Lupo of the NYSDEC. 	<ul style="list-style-type: none"> Year 5 (June 13, 19, or 28)
<ul style="list-style-type: none"> The entire Inner City storm and sanitary system has been mapped and has been divided into ten (10) drainage sub-areas. Al Flick is currently carrying out sampling of the lowest outfall in each sub-area three (3) times/year (April, August, and December). Samples are tested for bacteria and if detected, upstream investigation begins (smoke testing, dye testing, etc.). The City ensures that each detected and tracked illicit discharge is rectified 	<ul style="list-style-type: none"> Year 4 and ongoing

(see above).	
<p>Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year <u>and planned for next year</u>, including work on the following IDDE guidance prerequisites:</i></p> <ul style="list-style-type: none"> • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <i>State if maps are in GIS.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • <i>Example measurable goals: percent of outfalls mapped</i>
<ul style="list-style-type: none"> • The Engineering Department and Public Works Department have continued to expand their base mapping, inspecting outfalls, and entering their findings and locations into a database. Outfalls and catch basins are regularly located and entered. In Year 5, the City will review their existing base map and will divide the areas into priority sub-areas for after Year 5. 	<ul style="list-style-type: none"> • Year 4 and ongoing
<ul style="list-style-type: none"> • Suspect outfalls are tested as needed 	<ul style="list-style-type: none"> • Year 4 and ongoing

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. See the instructions for information about completing this section.	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 1) <input checked="" type="checkbox"/> Yes (complete questions below)
Assessment of Regulatory Mechanism (Local Code)	
1) When was this assessment completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: ___ 4; <input checked="" type="checkbox"/> 5.
2) Is there an existing ordinance, local law or other regulatory mechanism?	<input type="checkbox"/> No (go to question 5) <input type="checkbox"/> Yes
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	<input type="checkbox"/> No (amendments needed) <input type="checkbox"/> Yes
Development of Regulatory Mechanism (Local Codes)	
5) When was this work completed or planned to be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___ 4; <input checked="" type="checkbox"/> 5.
6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	<input checked="" type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> MS4 will write language equivalent to NYS IDDE Model Law
7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	<input type="checkbox"/> No; <u>List will be developed in the very early stages of year 4.</u> <input type="checkbox"/> Yes, list the local code(s) that will be changed:
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	<input type="checkbox"/> NYS IDDE Model Law in its entirety <input type="checkbox"/> Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law <input type="checkbox"/> Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: By January of 2008-Since the City in its entirety is not a designated MS4, the law will apply to the entire City.
10) Provide a web address if adopted local law can be found on a web site.	Web Address:

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i> • <i>Identify personnel or outside organization conducting activities</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • The Stormwater repository in City Hall addresses the public regarding Stormwater Management and the hazards of illegal discharges. 	<ul style="list-style-type: none"> • This will be updated as more information is received.
<ul style="list-style-type: none"> • Paul Male, Al Flick, and Blue Neils hosted a free public presentation at the Saratoga Springs Public Library. The topic of discussion was the MS4 program and the purpose was to inform local residents, and included a question and answer period during which time several in attendance directed questions at each host. All were responded to at the time of the presentation. This presentation was announced at the December 6, 2006 City Council Meeting and Saratoga County Supervisor Cheryl Keyrouze, (D-Saratoga Springs) attended. 	<ul style="list-style-type: none"> • Year 4: 1/24/2007 • Roughly 10 in attendance.
<ul style="list-style-type: none"> • Following a free “Roots to Shoots” public theatrical presentation, entitled “Connecting with our Watershed”, which focused on various water issues, Al Flick and Blue Neils, along with other local watershed/environmental experts, participated in a panel discussion. See attached. 	<ul style="list-style-type: none"> • Year 4: 3/2/2007 • Roughly 75 in attendance
<ul style="list-style-type: none"> • The City’s Engineering Department plans to conduct an in-house training to various departments under the Department of Public Works umbrella. These departments will cover water/sewer/utilities, street maintenance/paving, parks/recreation, concrete/walks/curbs, and buildings/grounds. It will focus on informing employees about stormwater pollution prevention. See attached sheet. 	<ul style="list-style-type: none"> • Two sessions will take place on April 9, 2007 in Year 5. The Department plans for over 50 employees to attend.
<ul style="list-style-type: none"> • Al Flick plans to conduct another training session targeting building inspectors, code enforcement officers, engineering, and other professional departments. 	<ul style="list-style-type: none"> • Year 5-Fall
Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and	

provide a reason(s) for the change:

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 2) <input checked="" type="checkbox"/> Yes (complete questions below)
--	--

Preliminary Assessment of Regulatory Mechanism (Local Code)

1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: __4; <input checked="" type="checkbox"/> 5. <input type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion & Sediment Control</i> (Sample Local Law).
--	---

2. If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed
---	--

Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)

3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: __4; <input checked="" type="checkbox"/> 5.
--	---

4. How was the local code adopted or how will it be adopted*? <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input checked="" type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed. b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.
---	--

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i (continued)

Assessment and Development of Regulatory Mechanism (Local Code) (continued)

5. Answer the following questions about the Gap Analysis or equivalent processes.

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the “Equivalence” column, meaning that there is an associated “Equivalence” sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses exactly the same as the Sample Local Law language	Existing clauses equivalent to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be adopted , listed as legislative agenda items.
1			
2			
3, 4, 5			
6			
TOTAL			

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?

No
 Yes, list the **local codes** that will be changed:

7. What was the date or is planned date of local code adoption?

Date:
• Year 5- Since the City in its entirety is not all a designated MS4, the law will apply to the entire City.

8. Provide a web address if the adopted local law can be found on a web site.

Web Address:

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements.</p> <ul style="list-style-type: none"> • Describe the procedures below. <u>Revise as procedures are updated.</u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.
<ul style="list-style-type: none"> • Pamphlets explaining stormwater management and State requirements related to construction projects are available at the Public Works and Engineering Offices. They are also provided to developers applying for permits from the City. 	<ul style="list-style-type: none"> • Year 5 and ongoing.
<ul style="list-style-type: none"> • Prior to commencing any construction, a pre-construction meeting is held. See Item 18 of the attached pre-construction meeting agenda. 	<ul style="list-style-type: none"> • Year 5 and ongoing.
<ul style="list-style-type: none"> • The City Engineer reviews all plans and SWPPPs and requires that each site plan include Sediment Erosion Control plans and details as well as a Stormwater Pollution Prevention Plan. The Engineering Department will, in Year 5, log SWPPP reviews in a database to ensure a quantifiable review process. 	<ul style="list-style-type: none"> • Year 5 and ongoing. • Approximately 20 SWPPPs reviewed in Year 4
<p>Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public.</p> <ul style="list-style-type: none"> • Explain the procedures below. <u>Revise as procedures are updated.</u> • Identify the responsible personnel or outside organizations. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Public calls and complaints resulting in service requests trigger investigations of suspected illicit discharges. 	<ul style="list-style-type: none"> • Year 5 and ongoing.

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> Describe each procedure below. <u>Revise as procedures are updated.</u> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.
<ul style="list-style-type: none"> When illicit discharges are detected, the City fills out summary reports that state what the problem is and how it was rectified. These reports can be found at the Department of Public Works. Jobs have been shut down due to non-compliance and the City actively seeks and obtains compliance. The City will create a database of non-compliance sites and how and when they were rectified. 	<ul style="list-style-type: none"> Year 4 and ongoing.
<ul style="list-style-type: none"> The City is considering a code enforcement position and will decide whether they will hire an officer or utilize current resources. 	<ul style="list-style-type: none"> Year 5
<ul style="list-style-type: none"> Currently, the City responds to violations by way of reports that are on file at City Hall. 	<ul style="list-style-type: none"> Year 5 and ongoing
<p>Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet within the MS4s jurisdiction.</p> <ul style="list-style-type: none"> Explain the activities and materials used to meet this requirement. Identify the personnel or outside organization conducting this activity. Indicate activities planned for next year. 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> The City currently makes available publications targeted to contractors and developers. 	<ul style="list-style-type: none"> Year 4 and ongoing
<ul style="list-style-type: none"> The City has participated in advertising and the County’s Construction Industry Outreach program. 	<ul style="list-style-type: none"> Year 4 and ongoing
<ul style="list-style-type: none"> The City will continue to participate in the County driven Construction Industry Outreach program (See attached addendum). 	<ul style="list-style-type: none"> Ongoing
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • A combination of structural and/or non-structural management practices. • <i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i> 	DO NOT ENTER INFORMATION IN THIS CELL
<ul style="list-style-type: none"> • Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • <i>Describe procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i>
<ul style="list-style-type: none"> • The City hired Vollmer Associates, LLP to conduct a drainage study within the boundaries of the following streets: Lincoln (N), Nelson (E), Crescent (S), and Vanderbilt (W). This study will result in stormwater management recommendations for the City of Saratoga Springs. Any existing stormwater problems as well as sensitive and valuable natural resources will be identified. 	<ul style="list-style-type: none"> • Will commence in Year 5
<ul style="list-style-type: none"> • The City of Saratoga Springs reviews all plans and requires that each set include Sediment & Erosion Control plans and details as well as a Stormwater Pollution Prevention Plan. 	<ul style="list-style-type: none"> • Year 5 and ongoing.

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • Procedures for inspection and maintenance of post-construction management practices. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals are number of: inspections maintenance activities performed.</i>
<ul style="list-style-type: none"> • Procedures for enforcement and penalization of violators. • <i>Explain procedures below. <u>Revise as procedures are updated.</u></i> 	<ul style="list-style-type: none"> • <i>Example measurable goals: number enforcement activities performed.</i>
<ul style="list-style-type: none"> • The City will mail a notification to Homeowners Associations responsible for maintenance of stormwater practices. This mailing will notify them that they must comply with the requirements of the City’s program and that they will be required to inspect and maintain their practices on a regular basis and will need to send those reports into the City for review and filing. 	<ul style="list-style-type: none"> • Year 5 and ongoing
<ul style="list-style-type: none"> • The City will model their enforcement and penalization program after the existing Building Code program. This is currently in development. 	<ul style="list-style-type: none"> • Year 5
<ul style="list-style-type: none"> • The City is currently developing a program to inventory and inspect all City owned post-construction stormwater management practices. 	<ul style="list-style-type: none"> • Inspections will commence in Year 5

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p>Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • <i>Describe resources below. Update annually.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • The City hired Vollmer Associates, LLP to conduct a drainage study within the boundaries of the following streets: Lincoln (N), Nelson (E), Crescent (S), and Vanderbilt (W). This study will result in stormwater management recommendations for the City of Saratoga Springs. 	<ul style="list-style-type: none"> • Will commence in Year 5
<ul style="list-style-type: none"> • Paul Male and Al Flick attended the SUNY ESF training: <u>Design of SMPs</u>. <i>“Participants will learn: determination of water quality volume; selection of appropriate practices; design procedures for specific practices; retrofit and re-development options and operations and maintenance plans and inspections.”</i> 	<ul style="list-style-type: none"> • Year 4: 12/4/2006
<ul style="list-style-type: none"> • Paul Male and Al Flick attended the SUNY ESF training: <u>Stormwater Management Practices</u>. <i>“Attendees will learn to: evaluate design options and select the appropriate practices; complete the detailed design of SMPs, such as ponds, filters, infiltration, wetlands and swales and compile post-construction operations and maintenance documentation and inspections.”</i> 	<ul style="list-style-type: none"> • Year 4: 1/17/2007
<ul style="list-style-type: none"> • Paul Male and Al Flick will attend the SUNY ESF training: <u>Erosion and Sediment Control Design</u>. <i>“One of the critical components of stormwater management on construction sites is a properly prepared erosion and sediment control plan. This course will cover: evaluating a site for water quality risk; identifying resources and plan components; computing soil loss and hydrologic impacts; selection and design of appropriate practices for site control and preparation of O&M plans.”</i> 	<ul style="list-style-type: none"> • Year 5: 4/24/2007
<ul style="list-style-type: none"> • Paul Male and Al Flick will attend the SUNY ESF training: <u>Designing</u> 	<ul style="list-style-type: none"> • Year 5: 4/30/2007 and fall of 2007

<p><u>SWPPPs</u>. <i>“Participants will learn to: evaluate site resources, impacts and establish the design criteria; determine water quality and quantity control storage volumes using computer models; plan the phasing and operations sequence for project construction and prepare a site specific stormwater pollution prevention plan.”</i></p>	
<ul style="list-style-type: none">• Paul Male and Al Flick will attend the SUNY ESF training: <u>Better Site Design</u>. <i>“Concepts to be stressed in this course are: model development principles; adaptation of existing land use codes; incentives and initiatives for resource protection and low impact development and conservation design.”</i>	<ul style="list-style-type: none">• Year 5: 5/8/2007 and fall of 2007
<p>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</p>	

Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

<ul style="list-style-type: none"> • This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program. • A separate table follows that is for MS4s to report on management practices performed in identified municipal operations. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>List pollutants that will be addressed by the municipal pollution prevention program.</i> 	
<ul style="list-style-type: none"> • <i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i> 	<p>DO NOT ENTER INFORMATION IN THIS CELL</p>
<ul style="list-style-type: none"> • The City Engineering Department will use City mapping, IDDE mapping, and the Vollmer Associates Study to develop this program. From those maps and results, The City will develop pollution prevention goals by area and pollutant of concern with regard to sensitive resources. 	<ul style="list-style-type: none"> • Year 5
<p>Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained).</p> <ul style="list-style-type: none"> • <i>Explain activities and materials used to meet this requirement.</i> • <i>Identify training needs and design training components</i> • <i>Determine the adequacy and appropriate frequency of staff training.</i> • <i>Identify personnel or outside organization conducting activities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • The City’s Engineering Department plans to conduct an in-house training to various departments under the Department of Public Works umbrella. These departments will cover water/sewer/utilities, street maintenance/paving, parks/recreation, concrete/walks/curbs, and buildings/grounds. It will focus on informing employees about stormwater pollution prevention. See attached sheet. 	<ul style="list-style-type: none"> • Two sessions will take place on April 9, 2007 in Year 5. The Department plans for over 50 employees to attend.
<ul style="list-style-type: none"> • Al Flick plans to conduct another training session targeting building inspectors, code enforcement officers, engineering, and other professional departments. 	<ul style="list-style-type: none"> • Year 5-Fall

Additional Techniques	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: <ul style="list-style-type: none"><li data-bbox="132 440 1881 493">• The training that was planned for year 4 was pushed to April of 2007 due to scheduling issues. This will be reported as a planned event in Year 4 and an event that occurred in Year 5.	

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; ___ Winter Road Maintenance;
___ Stormwater System Maintenance; ___ Vehicle and Fleet Maintenance; ___ Park and Open Space Maintenance; ___ Municipal Building Maintenance;
___ Solid Waste Management; ___ Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an ‘X’ in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
<p>Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from the municipal operation(s) indicated above to the MEP.</p> <ul style="list-style-type: none"> • <i>Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.</i> 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing policies and procedures</i> • <i>Briefly describe or reference any policies and procedures being developed</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<ul style="list-style-type: none"> • <i>Briefly describe or reference any existing best management practices</i> • <i>Briefly describe or reference any planned best management practices</i> 	DO NOT ENTER INFORMATION IN THIS CELL
<ul style="list-style-type: none"> • The City is currently focusing their efforts in the inner district (downtown areas) based on its population density and abundant commercial businesses. Investigations and efforts primarily focus on litter, oil/grease, and salt/sand. They City will increase their focus to the suburban areas in Year 5. 	<ul style="list-style-type: none"> • Year 4 and ongoing
<ul style="list-style-type: none"> • <i>Identify and describe the equipment and staff that are in place</i> 	DO NOT ENTER INFORMATION IN THIS CELL

Minimum Control Measure 6. Municipal Operations: ___ Street and Bridge Maintenance; ___ Winter Road Maintenance;
___ Stormwater System Maintenance; ___ Vehicle and Fleet Maintenance; ___ Park and Open Space Maintenance; ___ Municipal Building Maintenance;
___ Solid Waste Management; ___ Other: _____

<ul style="list-style-type: none"> • Copy this page and give it to each municipal office or department responsible for reporting. • Put an ‘X’ in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department. • Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures. • Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed. 	
Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • <i>Assess if existing programs adequately reduce and/or prevent pollutant discharges</i> • <i>Determine and list any operation type, location or facility that is in need of modification or updates.</i> 	DO NOT ENTER INFORMATION IN THIS CELL
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: <ul style="list-style-type: none"> • <i>explain the activities and materials;</i> • <i>identify the personnel or outside organization conducting the activities.</i> 	Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> • Paul Male attended the EPA/DEC MS4 Phase II Workshop held in Albany. 	<ul style="list-style-type: none"> • Year 4: 5/30/2006-6/2/2006
<ul style="list-style-type: none"> • Paul Male and Al Flick attended the SUNY ESF training: <u>Design of SMPs</u>. “Participants will learn: determination of water quality volume; selection of appropriate practices; design procedures for specific practices; retrofit and re-development options and operations and maintenance plans and inspections.” 	<ul style="list-style-type: none"> • Year 4: 12/4/2006
<ul style="list-style-type: none"> • Paul Male and Al Flick attended the SUNY ESF training: <u>Hydrologic Methods</u>. “This is an intermediate course designed for those utilizing hydrologic concepts in the design of stormwater management systems. Topics to be covered include: the USDA-NRCS TR-20 computer program; the USACOE-HEC-RASS computer program and Hydro Cad program as well as other methods.” 	<ul style="list-style-type: none"> • Year 4: 1/9/2007
<ul style="list-style-type: none"> • Paul Male and Al Flick attended the SUNY ESF training: <u>Stormwater Management Practices</u>. “Attendees will learn to: evaluate design options 	<ul style="list-style-type: none"> • Year 4: 1/17/2007

<p><i>and select the appropriate practices; complete the detailed design of SMPs, such as ponds, filters, infiltration, wetlands and swales and compile post-construction operations and maintenance documentation and inspections.”</i></p>	
<ul style="list-style-type: none"> • Paul Male and Al Flick will attend the SUNY ESF training: Erosion and Sediment Control Design. <i>“One of the critical components of stormwater management on construction sites is a properly prepared erosion and sediment control plan. This course will cover: evaluating a site for water quality risk; identifying resources and plan components; computing soil loss and hydrologic impacts; selection and design of appropriate practices for site control and preparation of O&M plans.”</i> 	<ul style="list-style-type: none"> • Year 5: 4/24/2007
<ul style="list-style-type: none"> • Paul Male and Al Flick will attend the SUNY ESF training: <u>Designing SWPPPs</u>. <i>“Participants will learn to: evaluate site resources, impacts and establish the design criteria; determine water quality and quantity control storage volumes using computer models; plan the phasing and operations sequence for project construction and prepare a site specific stormwater pollution prevention plan.”</i> 	<ul style="list-style-type: none"> • Year 5: 4/30/2007 and fall of 2007
<ul style="list-style-type: none"> • Paul Male and Al Flick will attend the SUNY ESF training: <u>Better Site Design</u>. <i>“Concepts to be stressed in this course are: model development principles; adaptation of existing land use codes; incentives and initiatives for resource protection and low impact development and conservation design.”</i> 	<ul style="list-style-type: none"> • Year 5: 5/8/2007 and fall of 2007
<ul style="list-style-type: none"> • Paul Male and Al Flick will attend the SUNY ESF training: <u>Wetlands: Function and Design</u>. <i>“This session will focus on: regulations of existing and proposed wetlands; wetland delineation (what makes a wetland); mitigation/remediation principles; wetland plantology and wetland design principles/criteria.”</i> 	<ul style="list-style-type: none"> • Year 5: 5/22/2007
<ul style="list-style-type: none"> • Stan Borden, Debbie LeBreche, Paul Male, Scott Palmer, and the Engineering Department’s intern will all attend “Construction Site Stormwater Inspections for Code Enforcement Officers”. This is sponsored by NYSDEC Region 5, Soil and Water Conservation District, and the Saratoga County Intermunicipal Stormwater Program. Classroom training and a construction site field trip will be given by Bill Lupo of the NYSDEC. 	<ul style="list-style-type: none"> • Year 5 (June 13, 19, or 28)
<p>Additional Techniques</p>	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>

Did you include any of the following documents as appendices? Put a mark each appended document.

Summary of public comments received on the annual report at the public presentation (**Required**)

Intended response to comments on the annual report (**Required**)

Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.

Other

- DEC letter dated May 31, 2007
- Saratoga County Intermunicipal Stormwater Management Program Addendum
- Times Union article
- Municipal employee training sign-in sheets and topics
- Public Works flyer
- Waldorf School theatrical presentation press release
- Pre-construction meeting agenda

ATTACHMENTS

06/01/2007 10:47 5185809430

CITY OF SARATOGA SPR

PAGE 01/01

New York State Department of Environmental Conservation
Division of Water

Bureau of Water Permits, 4th Floor
 625 Broadway, Albany, New York 12233-3505
 Phone: (518) 402-8111 • FAX: (518) 402-9029
 Website: www.dec.ny.gov



May 31, 2007

Rec'd 6/1/07

Mr. Paul Male, P.E., P.L.S.
 City of Saratoga Springs, Engineer
 474 Broadway
 Saratoga Springs N.Y. 12866

Re: City of Saratoga Springs
 SPDES Permit #: NYR20A216

RECEIVED
 JUN 1 2007
 BARTON & LOGUIDICE

Dear Mr. Male:

The SPDES General Permit for stormwater discharges from municipal separate storm sewer system(s), Permit No. GP-02-02 required that the year four (March 10, 2006 through March 9, 2007) MS4 annual report table and municipal compliance certification (MCC) form be submitted by June 1, 2007. All tables and forms received were reviewed by the General Permits Section staff for completeness.

The annual report and MCC forms submitted for City of Saratoga Springs are incomplete. The missing information is checked in the boxes below. Please provide the information and re-submit to this office within 10 days of receipt of this letter.

Missing Information

MCC Form		AR Form	
<input type="checkbox"/>	The MCC form is missing.	<input type="checkbox"/>	The annual report table is missing required information.
<input checked="" type="checkbox"/>	MCC form is not completed. Page 5 goals Y/N not checked and no date with signature.	<input type="checkbox"/>	The entire annual report table is missing.
<input type="checkbox"/>	The MCC form is not signed by appropriate authority. (See attached signatory requirements information and form)	<input type="checkbox"/>	Old AR form used. Electronic version can be found at: http://ftp.dec.state.ny.us/dow/stormdocuments/rms4/annualreporting/

If you have any questions or need further information, please call Joe Brilling of my staff at (518) 402-8121.

Sincerely,

Angus Eaton

cc: N. Medina
 218-1805



NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02

STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE

Regulated MS4: _____ SPDES Permit Number: NYR20A _____

Annual Report Table for year ending: March 9, ___ 2006 (Year 3) ___ **X** 2007 (Year 4) ___ 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Minimum Control Measure 1. Public Education and Outreach

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).	Describe Measurable Goals and Results (when applicable) <i>Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</i>				
<ul style="list-style-type: none"> • <i>Explain the program, including activities and materials used</i> • The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP, SCIP) education and outreach program is a comprehensive effort to provide education, awareness and training for selected target audiences (see table below). The program includes handouts and other literature that are distributed to all MS4 Permittees in Saratoga County and are kept with the Local Stormwater Coordinator and/or in Public Places such as Town, City, & Village Halls; Public Libraries and distributed at community events. The Program also maintains a website which acts as an all-access clearinghouse for information relevant to stormwater management, non-point source pollution prevention, and the protection of local water resources. The website is organized by target audiences of the Program, as follows: <table border="1" data-bbox="305 1787 1117 1864"> <tr> <td>• Municipalities</td> <td>• Residents</td> </tr> <tr> <td>• Business Owners</td> <td>• Contractors & Developers</td> </tr> </table> <p>Each section of the website has resources and links to other websites</p>	• Municipalities	• Residents	• Business Owners	• Contractors & Developers	<ul style="list-style-type: none"> • Established a web-based clearinghouse for relevant Stormwater Management information. Date: August 2005 - on-going. <ul style="list-style-type: none"> ○ www.saratogastormwater.org ○ Web site updated quarterly • Provide literature and resources to all participating Saratoga County MS4 Communities/Permittees – on-going. • Provide/facilitate workshops on various Phase II topics and Minimum Control Measures (see details below; SCIP continuing outreach/education for Local Governments)
• Municipalities	• Residents				
• Business Owners	• Contractors & Developers				

that are specifically relevant to each target audience. All information presented on the website originates from the U.S. EPA, NYS-DEC, other Federal and State Agencies or from credible, respected Academic or NGO sources (ex. Cornell University *LEAPE Program*, Univ. of Maryland *NEMO Program*, The Center for Watershed Protection, the Low Impact Development Center, APWA, ICMA, the Stormwater Managers Resource Center, etc.).

Additionally, through the office of the Management Coordinator, the program facilitate or provides training for municipal officials, Board members, and employees delivered as workshops which are open to all applicable personnel. The Program also facilitates attendance by participants to relevant workshops and courses targeting the Phase II Permit requirements.

- Placed residential Stormwater BMP literature, Saratoga County Stormwater Management Coordinator/Intermunicipal Program contact information; and Rain Garden and Rain Barrel Displays at the Saratoga County Fair. Displays were constructed and maintained cooperatively with the Saratoga County Water Quality Coordinating Committee and the SWCD. Utilized existing EPA and NYS-DEC publications as well as handouts describing the Saratoga County Intermunicipal Stormwater Management Program and its participants. This is an on-going, annual MCM 1 Activity.
- The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC), Center for Watershed Protection (CWP), Hudson River Estuary Program (HREP) Non-point source pollution Education for Municipal Officials (NEMO), and Cornell Cooperative Extension (CCE) publications as public education tools for Residents and Business Owners:
 - *Stormwater Runoff: From my Yard to Our Streams*; DEC
 - *Make your Home the Solution to Stormwater Pollution*; EPA/DEC
 - *After the Storm*; SCIP (customized; originally from EPA)
 - *How To Install: A Rain Barrel & A Rain Garden*; CWP
 - NEMO Program Fact Sheet 2; *Nonpoint Source Water Pollution*
 - NEMO Program Fact Sheet 4; *Strategies for Coping with Polluted Runoff*
 - NEMO Program Fact Sheet 6; *Asking the Right Questions: Raising the Issue of Polluted Runoff at a Public Meeting*
 - NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 1; *What's the Big Deal About Water Quality*
 - NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 2; *Managing Your Household Chemicals*
 - NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 3; *Caring for Your Septic System*
 - NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 5; *Conservation Landscaping for Water Quality*
 - NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 6; *Animal Waste and Water Quality*

- Create a visible Stormwater Management Program presence at the County Fair for the Program.
Date: July 18 to 23, 2006; July 17 – 22, 2007 (Year-5)
- Distribution at all County-wide and joint local/SCIP events and through www.saratogastormwater.org; on-going

- NEMO Clean Water/Starting in Your Home & Yard Fact Sheet 8; *Lawn Care the Environmentally Friendly Way*
- *Phase II MS4 Permit Summary*; SCIP
- *The Benefits of Doing the Right Thing* (Cornell Cooperative Extension Growline Newsletter Article); SCIP
- *Organic Debris Management Policy Recommendation*; SCIP memo, April 2006
- *Home Composting*; CCE
- Additional Resources are available for Residents and Business Owners at: www.saratogastormwater.org

(Continued from previous page)

- The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Municipal Governments/Officials/Employees:
 - *Stormwater Regulation and the Construction Industry*; DEC, NYSWCD
 - *New York State Stormwater Resources on the Web*; Excerpt from the DEC Stormwater and Construction Toolbox pages, SCIP
 - *NY SPDES General Permit GP-02-01 for Construction Activities: Stormwater Pollution Prevention Plan (SWPPP) Requirements by Land Use*; DEC
 - *Saratoga County Intermunicipal Stormwater Management Program Management Summary*; SCIP
 - *Stormwater Management Guidance for Local Official*; DEC
 - *The Critical Path to Compliance*; DEC
 - Additional Resources are available for Residents and Business Owners at: www.saratogastormwater.org
- The Saratoga County Intermunicipal Stormwater Management Program (SCI-SWMP; SCIP) and all participants utilize the following U.S. EPA (EPA), NYS-DEC (DEC) or SCIP publications as public education tools for Contractors and Developers working in Saratoga County:
 - *Stormwater Regulation and the Construction Industry*; DEC, NYSWCD
 - *New York State Stormwater Resources on the Web*; URL pages of the DEC Stormwater and Construction Toolbox websites, SCIP
 - *NY SPDES General Permit GP-02-01 for Construction Activities: Stormwater Pollution Prevention Plan (SWPPP) Requirements by Land Use*; DEC
 - *Stormwater Quick Tips for the Construction Industry*; DEC
 - Additional Resources are available for Residents and Business Owners at: www.saratogastormwater.org including the NYS Standards & Specifications for Erosion & Sediment Control and the NYS Stormwater Management Design Manual

(Continued from previous page)

- Distribution at all County-wide and joint local/SCIP events and through www.saratogastormwater.org; on-going
- Distribution at all County-wide and local SCIP events and through www.saratogastormwater.org; on-going as part of the implementation of a Construction Industry Outreach program; March 2006 – on-going
 - John Deere Landscapes Inc. Erosion and Sediment Control Seminar; T/o Ballston Government Center March 29, 2006; 34 attendees.
 - Saratoga Builders Association Monthly Dinner February 27, 2007; 50 attendees
 - Saratoga County Planning and Zoning Conference; (Vendor Booth and Lecture) January 24, 2007; 500 + attendees
- Planned events for Year-5:

(Continued from previous page)

- The SCIP continues to implement outreach programming to local Governments in Saratoga County. This portion of the overall MCM 1 Program consists of presentations and workshops done by the SCIP Management Coordinator or attendance at other local, regional and State-wide events. Facilitation of attendance by local officials and personnel is done through the SCIP. Any registration fees of the highlighted events (at right) are paid for through with 2003 & 2005/6 WQIP grant funds. These events are either topic-specific or multi-topic, but, all pertain to either Stormwater Management, generally, or Phase II MS4/Construction NPDES/SPDES Permit Compliance issues. Relativity to specific Minimum Control Measures are indicated in ***bold italics*** in the column at right.

- The SCIP has implemented a direct outreach campaign to interested groups and residents within Saratoga County. This portion of the overall MCM 1 Program consists of workshops that have been arranged through local participants, SCIP, or an inter-related third party. Workshops & speaking engagements consist of a brief summary of the SCIP and the MS4 Permit, followed by local examples water quality issues and what individuals and/or groups can do to mitigate the impacts of polluted runoff. This is a critical aspect of the SCIP as, overall, water quality in Saratoga County is high with only two water bodies/segments on the 303(d) list. The approach taken is that all pollutants are of concern and that the most important goal of the Stormwater Programs in Saratoga County is the prevention of impacts or additional loss of water quality.

- John Deere Landscapes Inc. Erosion and Sediment Control Seminar; T/o Ballston Government Center March 28, 2007
- SCIP SWPPP Workshop for Contractor w/ Ken Barber of Barber Stormwater Management; May, 2007

(Continued from previous page)

- Events and Workshops attended by SCIP participating personnel
 - Cornell Local Roads Program *Roadway and Roadside Drainage* Seminar; March 14, 2006 (***MCM 6***) 37 attendees; 14/16 MS4s, 1 Non-MS4 represented
 - John Deere Landscapes Inc. Erosion and Sediment Control Seminar; T/o Ballston Government Center, March 29, 2006; 34 attendees. (***MCM 4/5***)
 - SPDES MS4 Annual Report Clinic w/ Carrie Buetow; DEC Central Office MS4 Permit Coordinator. April 5, 2006 (***MCM 2***)
 - EPA/DEC Stormwater Workshop "Getting in Step with Phase II" May 31 to June 2, 2006. Albany, NY (***MCM 1, 2, 3, 4, 5, 6***)
 - Stormwater Financing Workshop in Cooperation with Albany

(Continued from previous page)

- The SCIP in conjunction with Albany, Schenectady, & Rensselaer Counties; Albany County SWCD; and CDRPC entered into a contractual agreement to produce and purchase outdoor/billboard advertising in support of public education and MCM 1 efforts throughout the Capital District. Each County had two billboards within their respective jurisdictions that were chosen by that County's representative to the project. Location selection was based on (1) location within an MS4 community and (2) relative local traffic patterning. The first round of billboards were placed beginning in September through October 2006. As a part of the contract with the vendor (LaMar Outdoor Advertising), the vendor agreed to provide matching billboard space gratis at available locations. This match to the project will extend into Year-5.

County featuring Andy Reese from AMEC. T/o Colonie Offices; June 15. (*MCM 1, 2, 3, 4, 5, 6*)

- Champlain Watershed Improvement Coalition of New York/Lake George Watershed Conference Northeast Stormwater Tradeshow and Conference; Lake George, NY. October 19, 2006. (*MCM 1, 2, 3, 4, 5, 6*)
- Capital District Regional Planning Commission Annual Planning and Zoning Conference; Hudson Valley Community College; Troy, NY. November 1, 2006. (*MCM 4&5*)
- Saratoga County Planning and Zoning Conference; (Vendor Booth and Lecture) January 24, 2007; 500 + attendees (*MCM 4&5, lecture; MCM 1 -6, booth*)

- Distribution, dissemination and discussion of all relevant information regarding the SCIP/local SWMP, the MS4 Permit and Nonpoint source pollution/pollutants. Implemented:

April 2006 – on-going

- Milton Grange Monthly Meeting; April 8, 2006. Approx. 30 attendees
- Malta Rotary Monthly Meeting, April 27, 2006. Approx. 30 Attendees
- 4H "Conservation Field Day" for Local School Dist; Saratoga CCE Training Center; May, 18, 2006. 262 Attendees
- Village Board meeting, V/o Ballston Spa, September 11, 2006.

	<p>Approx. 15 Attendees</p> <ul style="list-style-type: none"> o Workshop for the Public Saratoga Springs Public Library, January 24, 2006. 14 Attendees <p>(Continued from previous page)</p> <ul style="list-style-type: none"> o Women's Round Lake Improvement Society (WRLIS) Monthly Meeting, February 15, 2006. Approx. 30 attendees. o Presentation and Panel Discussion on Local Water Quality; The Waldorf School of Saratoga. March 2, 2007. Approx. 100 + Attendees <ul style="list-style-type: none"> • 4 Billboards located in the Saratoga County/SCIP MS4-area beginning September 2006 ending TBD 2007. <ul style="list-style-type: none"> o September through October 2006 locations: 1 at NYS Route 9; Wilton, NY. 1 at NYS Route 50; Ballston, NY. o 2007 ~ TBA
<ul style="list-style-type: none"> • <u>Identify the personnel or outside organization conducting the activity.</u> All Public Education and Outreach efforts, on the part of Saratoga County and the SCIP and its participants, are conducted by the Saratoga County/Cornell Cooperative Extension Stormwater Management Coordinator. (This excludes literature mailed by the Dept. of Public Works when issuing driveway and Public Utility/ROW permits for new construction projects that have frontage on County roads. This also excludes any information provided by Local Municipalities with the issuance of their respective Permits and local Public Education Programs.) 	<ul style="list-style-type: none"> • Central coordination and implementation of a Public Education and Outreach Program; April 2005 - Ongoing
<ul style="list-style-type: none"> • <u>Indicate activities planned for next year.</u> <u>Year 5</u> activities will include : <ul style="list-style-type: none"> • Continued updating and expansion of the website. Creation of a web-based information infrastructure that links all Local Municipal websites, the Capital District Regional Planning Commission (CDRPC) and this program's site (see above). • An outdoor advertising campaign has been organized by the Capital District Counties and the CDRPC. CDRPC will act as the lead in procuring the services of Lamar Advertising. The outdoor ads will appear for three months anywhere from June 2006 through September 2006 in eight (8) locations along well traveled commuter routes throughout the Capital Region. • Code Enforcement/Site Inspector Training Program in cooperation 	<ul style="list-style-type: none"> • Maintain a web-based stormwater and pollution prevention information clearinghouse; August 2005 - ongoing. • Outdoor pollution prevention ad campaign; Date(s) TBA.

<p>with DEC Region 5, Warren County SWCD, and the Lake Champlain-Lake George Regional Planning Commission. Trainings are targeted for municipal inspection personnel conducting compliance inspections of local construction sites per MCM</p> <p>(Continued from previous page)</p> <p>4 & 5 requirements. Trainings will consist of approximately 2-2.5 hours of classroom instruction/presentations and 2-2.5 hours of field training at local, currently active construction sites operating under a GP-02-01 Permit.</p> <ul style="list-style-type: none"> • The outdoor ad campaign will be followed with an effort to reach residents and business owners to increase the visibility of Local/County Stormwater Management Programs, and reinforce any and all legislated changes to Municipal Laws and/or policies regarding non-point source pollution (i.e. pooper-scooper laws, handling of household hazardous materials, treatment of lawn debris, etc.). Outreach efforts will include direct mailings, through local government and, where the opportunity arises, directing outreach projects for specific neighborhoods through out Saratoga County. • Engage local Civic, Environmental and Business Groups/Organizations through direct outreach efforts in the form of speaking engagements and participation in Group-sponsored events such as stream clean-ups. • Provide BMP guidance and literature to Residents, Contractors and Business owners to reduce and prevent pollution. • Create and maintain a stormwater management and pollution prevention display(s) at the Saratoga County Fair in conjunction with the Saratoga County SWCD and SWQCC • Implement a direct MCM 6 Pollution Prevention and BMP training program for Local Highway & Public Works Departments • Implement an auditing and accounting program/process for Local Highway & Public Works Departments per MCM 6 requirements. Implementation will be concurrent with MCM 6 Pollution Prevention/BMP training (above). 	<ul style="list-style-type: none"> • June 13, 19, & 28, 2007 (Anticipated; may be subject to change) <p>(Continued from previous page)</p> <ul style="list-style-type: none"> • Outreach campaign targeting residents and business owners within Saratoga County; April 2006 - Ongoing • Direct Education efforts through public speaking engagements; April 2006 – Ongoing • Stormwater & pollution prevention BMP literature distribution to residents and business owners; April 2006 - Ongoing • Create a visible Stormwater Management Program presence at the County Fair for the Program. Date: July 18th to 23rd, 2006. • July 2007 – on going • July 2007 – on going
<p>Additional Techniques</p> <ul style="list-style-type: none"> • In order to facilitate outreach to and cooperation with local Non-traditional MS4s in Saratoga County three (3) people have undergone Project WET training with the Program Coordinator, Dee Strnisa of NYS-DEC Five Rivers Education Center (Bethlehem, NY). The SCI-P Management Coordinator; Julie Curren, a 4H Community Educator; and Margaret Kinosian, a citizen volunteer participated in a 5-hour basic training course. The goal is to be able to provide watershed and pollution prevention education to local schools in exchange for local School District participation with the Saratoga County Intermunicipal 	<p>Describe Measurable Goals and Results (when applicable) Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> • Project WET basic training course; November 4, 2006. NYS-DEC Five Rivers Education Center, Bethlehem, NY Trainees: <ul style="list-style-type: none"> ○ Blue R Neils; Stormwater

<p>Stormwater Management Program. Early attempts to garner participation failed due to a lack of clarity on the part of the School Districts as to their obligation under the GP-02-02 Permit and a lack of ability on the part of the Districts to incorporate such education into NY State-mandated curricula for science. The intention is to (Continued from previous page) provide a program for local teachers and Districts whereby teachers do not have to teach the curriculum only invite the trained presenters to their classes.</p>	<p>Management Coordinator</p> <ul style="list-style-type: none">o Julie Curren; 4H Community Educatoro Margaret Kinoshian; Citizen Volunteer
---	---

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change: As was noted in the Year-2 Annual Report the Saratoga County Intermunicipal Stormwater Management Program has been developed and implemented to facilitate a County-wide Stormwater Program for all Saratoga County MS4s. The participants are held in a legally binding agreement with the Department of Environmental Conservation and the State of New York as recipients of Water Quality Improvement Project funding. Each member of the Program has clearly defined obligations and deliverables that are detailed in the Project Work Plans of the grants awarded to date.

The goal of the program is to provide comprehensive education and outreach programming and activities through Saratoga County Cornell Cooperative Extension and the office of the Management Coordinator. Further goals of the Program are to provide resources, facilitation, and activities for all participants under each of the Permit's "Minimum Control Measures" such needs are identified by the Management Coordinator and Representatives of the Local MS4s. All activities, resources, and facilitation work are done under the umbrella of this program with no distinction being made between local and County-wide audiences as efforts and activities must often be conducted at the local level. Therefore all education activities and efforts of the Intermunicipal Program are listed above and will be used by the Saratoga County MS4 Municipalities as an addendum to their respective Year-4 and subsequent Annual Reports. It is the responsibility of local Permittees to define the nature and level of their participation in training events and activities for Municipal Officials and Personnel. Attendance lists have been provided to all participants to facilitate more accurate reporting of local participation.

GP-02-02 Municipal Compliance Certification Form
Municipality: City of Saratoga Springs

Permit Number

Section F. Compliance Certification

Compliance Assessment - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY			
		Steady Progress		Goals Achieved	
IV.C.1.	Public Education and Outreach on Stormwater Impacts Explain 'no' / 'N/A' answer: THE GREASE TRAP PROGRAM IS THE ONLY YEAR 4 GOAL THAT WAS ADDRESSED IN YEAR 4.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.2.	Public Involvement / Participation Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.3.	Illicit Discharge Detection and Elimination Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.4.	Construction Site Stormwater Runoff Control Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.5.	Post-Construction Stormwater Management Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations Explain 'no' / 'N/A' answer:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Certification Statement

"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. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print Name: Thomas McTyghe Title: Commissioner of Public Works
Signature: Thomas McTyghe Date: 6-1-07

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**