

**STORM WATER POLLUTION PREVENTION PROGRAM
FOR THE MANAGEMENT OF
THE MUNICIPAL SEPARATE STORM SEWER SYSTEM
WITHIN THE CITY OF SHAKOPEE**

CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Bruce A. Loney, P.E.

Date: March 21, 2005

Lic. No. 17590

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I. INTRODUCTION

This Storm Water Pollution Prevention Program (SWPPP) has been prepared in compliance with the National Pollutant Discharge Elimination System (NPDES) Phase II Rules and is in compliance with the provisions of the Clean Water Act, as amended (33 U.S.C. 1251ET SEQ; hereafter the “Act”), 40 CFR 122, 123 and 124, as amended ET SEQ; Minnesota Statutes Chapters 115 and 116, as amended and Minnesota Rules, Chapter 7001. The urbanized area covered by this SWPPP is shown in **Figure 1**.

The goal of the National Pollutant Discharge Elimination System Permit is to restore and maintain the chemical, physical and biological integrity of waters of the state through management and treatment of urban storm water runoff. The Department of Natural Resources Wetland and Waters within the City of Shakopee are shown in **Figure 2**. This program requires the goal be accomplished through the management of Municipal Separate Storm Sewer Systems (MS4s) through the preparation of a Storm Water Pollution Prevention Program (SWPPP).

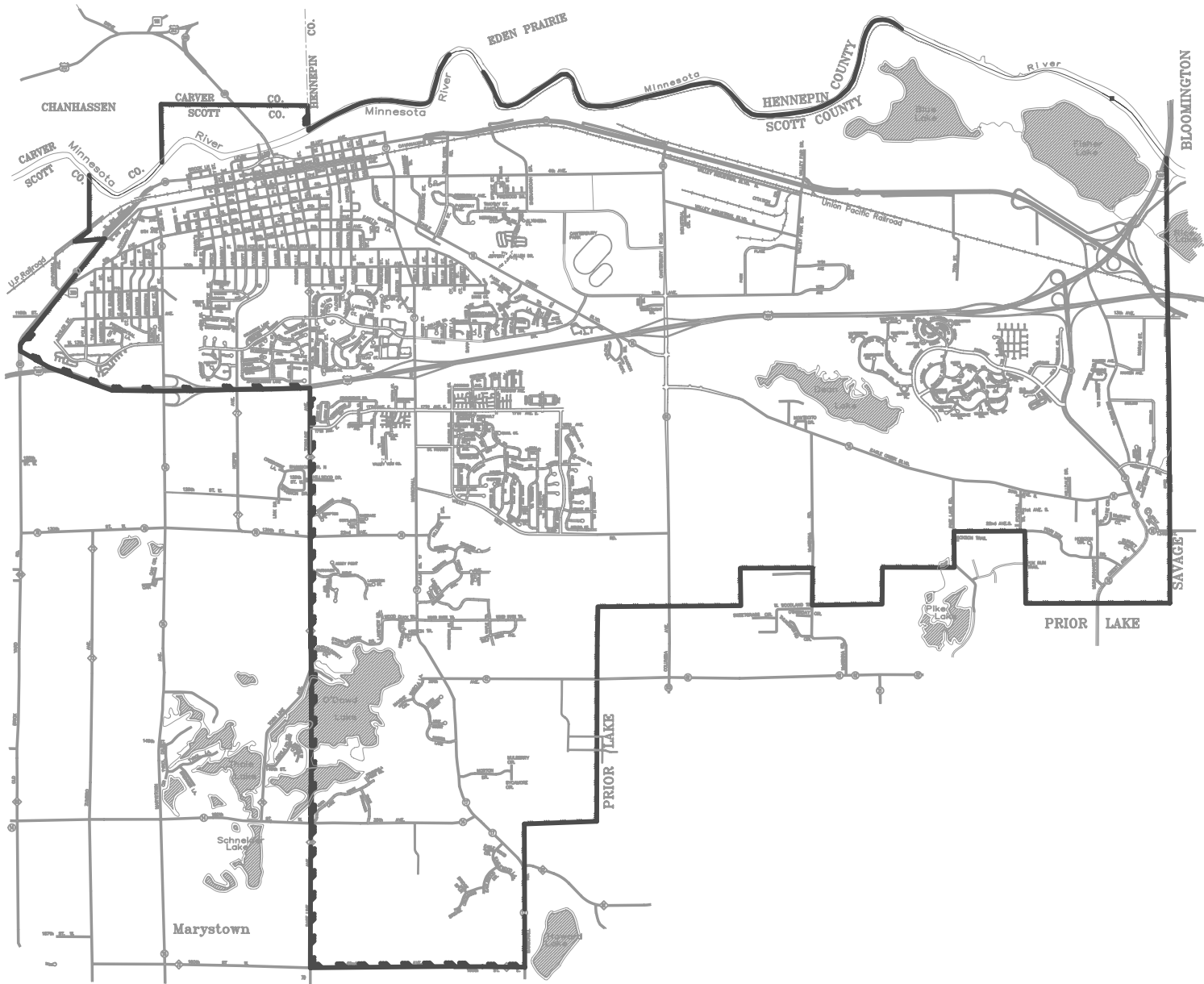
The SWPPP identifies the goals and the Best Management Practices (BMPs) that will be implemented to meet the requirements of the NPDES Phase II rules. Measurable goals have been established for each of the BMPs included in the SWPPP along with an implementation plan and the persons responsible for implementing the BMPs.

The SWPPP has been prepared to manage and minimize the discharge of pollutants from MS4s to the Maximum Extent Practicable (MEP). This will be accomplished through the implementation of the BMPs outlined within this SWPPP. These BMPs could be a combination of education, maintenance, control techniques, system design and engineering methods that are appropriate to meet the requirements of the NPDES Phase II Permit. BMPs have been prepared to address each of the six Minimum Control Measures (MCMs) outlined in the rules. These six MCMs are:

1. Public Education and Outreach on storm water impacts.
2. Public Participation and Involvement.
3. Illicit Discharge Detection and Elimination.
4. Construction Site Runoff Control.
5. Post Construction Storm Water Management in New Development and Redevelopment.
6. Pollution Prevention/Good Housekeeping for municipal operations.

For each of these six MCMs, appropriate BMPs have been identified along with measurable goals, an implementation schedule and the persons responsible to complete each measure.

FIGURE 1
LOCATION MAP



MUNICIPALITY
LOCATION

SCOTT
COUNTY

DATE: MAY 2003

LOCATION MAP



FIGURE 2
DNR WATERS AND NATIONAL WETLAND
INVENTORY MAP

II. MUNICIPAL SEPARATE STORM SEWER SYSTEM EVALUATION

An evaluation of the storm sewer system was completed to determine the factors affecting the Maximum Extent Practicable (MEP) standards set forth within the NPDES Phase II Rule. Factors which were used in developing BMPs outlined in this SWPPP were as follows:

1. Sources of pollutants.
2. Potential polluting activities being conducted in the watershed.
3. Sensitivity of receiving waters and wetlands within the system.
4. Intended uses of the receiving waters.
5. Local concerns and storm water issues.
6. The size of the MS4, the available staff and the number of residents.
7. BMP implementation schedules.
8. Ability to finance storm water related programs.
9. Hydraulics and hydrology of the watershed.
10. Geology of the watershed.
11. Ability to finance and perform operation and maintenance of the MS4.
12. Land uses.
13. Development and redevelopment expectations.
14. Watershed characteristics.
15. Organizational structure of the municipal operator.

In conformance with the requirements for the preparation of the SWPPP, a number of non-storm water discharges were evaluated to determine if they are significant contributors of pollutants to the storm sewer system. Non-storm water discharges which were evaluated include:

1. Flushing of municipal waterlines.
2. Residential, commercial and agricultural landscaped irrigation.
3. Stream flow diversions.
4. Groundwater outputs and rising elevations.
5. Uncontaminated pumped groundwater.
6. Uncontaminated groundwater infiltration.
7. Filtration backwash from municipal water treatment facility.
8. Discharge of foundation drains into the MS4.
9. Potable water source discharges.
10. Condensation from air conditioning units.
11. Car washing by individual residents.
12. Discharges from the chlorinated swimming pools.
13. Wash water from street sweeping activities.
14. Water discharged from firefighting activities.

These sources of non-storm water inputs into the municipal separate storm sewer system were determined **not** to be significant contributors of pollutants. Therefore, BMPs will not be prepared to address these storm water discharges.

The City of Shakopee has developed this SWPPP, and the BMPs within it, in an effort to reach the goal of reducing the discharge of pollutants to the Maximum Extent Practicable (MEP). This SWPPP incorporates new activities and existing practices to develop a program designed to protect

water quality as required by the Clean Water Act. The BMPs included within this SWPPP are the results of the City of Shakopee carefully evaluating the storm water discharges within the jurisdiction.

III. STORM WATER POLLUTION PREVENTION PROGRAM

This Storm Water Pollution Prevention Program (SWPPP) outlines the Best Management Practices (BMPs) which are appropriate for the City of Shakopee to control or reduce the pollutants in storm water runoff to the Maximum Extent Practicable (MEP). This SWPPP was developed based on the factors previously discussed within the areas tributary to the Municipal Separate Storm Sewer System (MS4).

The City of Shakopee reserves the right to amend and/or delete the described BMPs based on the availability of funding for this program. Furthermore, the City of Shakopee may coordinate the responsibility of selected BMPs with community groups, non-profit organizations, the Scott Soil and Water Conservation District, watershed management organizations, school districts, University of Minnesota Extension, regional, state and federal government programs.

Best Management Practices (BMPs) have been prepared for each of the six Minimum Control Measures (MCMs). A description of each BMP, an implementation schedule, measurable goals to determine the success or benefit and the person responsible to complete each BMP is included in **Appendix A**.

A description of the six MCMs and the BMPs, which have been developed to meet the requirements of each MCM, are as follows:

MCM 1.0 PUBLIC EDUCATION AND OUTREACH

The public education program has been developed to distribute educational materials to the community or conduct equivalent outreach activities. The BMPs identified will focus on the impact of storm water discharges on streams, rivers, wetlands and the steps the public can take to reduce pollutants in storm water runoff.

These activities have been prepared to individually address each of the six MCMs. For each MCM, the education program identifies the audience or audiences involved, educational goals for each audience, activities used to reach educational goals for each audience, activity implementation plans, including responsible persons, entities responsible for given activities and success in reaching educational goals.

The Public Education and Outreach BMPs that will be undertaken are as follows:

1. The City of Shakopee will produce and distribute articles and information on the City of Shakopee's Storm Water Pollution Prevention Program including information on the public hearing, illicit discharges, erosion control, shoreline management, composting and pollution prevention and other applicable BMPs. This information may be distributed through City of Shakopee mailings, newsletters, handouts and the City of Shakopee's website.

City of Shakopee MS4 SWPPP

2. The City of Shakopee will incorporate public information on SWPPP issues into a separate page on the City of Shakopee's website. This web page will describe the SWPPP, each MCM, the goals and actions planned by the City of Shakopee, provide links to BMPs, articles on each control measure and collect feedback from site visitors.
3. The City of Shakopee will provide training opportunities for City of Shakopee staff in erosion control, BMPs, good housekeeping and pollution prevention. Training opportunities may include, but are not limited to:
 - a. Mn/DOT Erosion Control Certification.
 - b. Storm Water Pollution Prevention Program Workshops.
 - c. Best Management Practices Workshops.
 - d. Brochures and publications distributed to staff.

MCM 2.0 PUBLIC PARTICIPATION AND INVOLVEMENT

This MCM requires the City of Shakopee provide measures to receive public input and opinion on the adequacy of the SWPPP. This input can be received from public meetings, oral testimony and written correspondence. To reach this goal, the City of Shakopee anticipates implementing the following BMPs:

1. The City of Shakopee will conduct an annual public hearing on the SWPPP; solicit public opinion on the SWPPP and consider written and oral input to the SWPPP. A notice of the meeting will be published thirty (30) days in advance in the local newspaper or publication of general interest.
2. The City of Shakopee will publish a phone number which residents can call to receive information, report violations and respond to SWPPP issues.
3. The City of Shakopee will produce and distribute articles and information on the City of Shakopee's SWPPP including information on the public hearing, illicit discharges, erosion control, shoreline management, composting and pollution prevention and other applicable BMPs. This information may be distributed through City of Shakopee mailings, newsletters, handouts and the City of Shakopee's website.

MCM 3.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION

A number of BMPs have been developed to implement and enforce a program to detect and eliminate illicit discharges into the MS4. These BMPs are as follows:

1. The City of Shakopee will create a map identifying all City-owned storm sewer conveyances 24-inches or greater, as well as outfalls and discharge points leaving the City of Shakopee's system. The City of Shakopee will work with Scott County within its boundary to assemble a comprehensive storm sewer map.
2. The City of Shakopee will review its current ordinances dealing with illicit discharges, and if necessary, modify it or investigate adopting one.

City of Shakopee MS4 SWPPP

3. The City of Shakopee will develop a program designed to detect and eliminate illegal connections to the storm sewer system.
4. The City of Shakopee will publish a phone number which residents can call to receive information, report violations and respond to SWPPP issues.
5. The City of Shakopee will provide training opportunities to staff in identifying and reacting to illicit discharges found during everyday activities.

MCM 4.0 CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

A number of BMPs have been developed and will be implemented and enforced to reduce pollutants and storm water runoff from construction activities associated with land disturbances equal to or greater than one acre. These BMPs are as follows:

1. The City of Shakopee will review its current ordinances dealing with construction site runoff, and if necessary, modify it or investigate adopting one.
2. The City of Shakopee will produce and distribute information on construction site runoff control. This information will be distributed to construction site operators.
3. The City of Shakopee will review its current right-of-way and grading permit programs to develop specific procedures, criteria and BMP selection for site plan review as it relates to erosion and sediment control.
4. The City of Shakopee will provide training opportunities to its staff on proper erosion control, identification of problem areas and implementation of SWPPP's for construction projects.
5. The City of Shakopee will require all projects regulated by the City of Shakopee have an NPDES Phase II construction permit, if site is one acre or larger in area.

MCM 5.0 POST CONSTRUCTION STORM WATER MANAGEMENT FOR NEW DEVELOPMENT AND REDEVELOPMENT

A program of BMPs has been prepared to address storm water runoff from new development and redevelopment projects that disturb one acre or larger in area. This program insures controls are in place to prevent or minimize water quality impacts from development activities. These BMPs are as follows:

1. The City of Shakopee will adopt MPCA Storm Water Management Standards as a practice in designing and constructing new facilities. Right-of-way and grading permits will be required to meet MPCA NPDES Phase II guidelines for erosion and sediment control.
2. The City of Shakopee will produce and distribute information on post-construction storm water management. This information will be distributed to City staff, property owners and construction site operators.

3. The City of Shakopee will conduct a yearly public meeting on the City of Shakopee's SWPPP, solicit public opinion on the plan and consider written and oral input on the adequacy of the SWPPP.
4. The City of Shakopee intends to incorporate public information on SWPPP issues into a separate page on the City of Shakopee's website. This web page would specifically describe the SWPPP, each MCM, the measurable goals and actions planned by the City of Shakopee, provide links to BMPs, articles on each MCM and collect feedback from site visitors.

MCM 6.0 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

To meet the requirements of the pollution prevention and good housekeeping for municipal operations, a number of BMPs have been prepared. These BMPs are as follows:

1. The City of Shakopee will inspect 20% of its outfalls, sediment basins and ponds within the City of Shakopee's storm sewer system. The results of these inspections will be compiled in a report which will include sediment levels, pond age, watershed information and recommended maintenance and maintenance schedules.
2. The City of Shakopee will evaluate its maintenance facility and apply for a General Storm Water Permit for Industrial Activities in accordance with the NPDES requirements.
3. The City of Shakopee will train staff, implement procedures and incorporate BMPs in handling of equipment and hazardous materials used by City of Shakopee staff.
4. The City of Shakopee will sweep streets twice annually in an effort to reduce the amount of sediments and trash entering the MS4.
5. The City of Shakopee will review its current practices and policies of road salt applications such as alternative products, calibration of equipment, inspection of vehicles and staff training.
6. The City of Shakopee will review and, if necessary, adjust its current practices in its use of fertilizer, pesticide and herbicide application, mowing and mulching.

IV. BEST MANAGEMENT PRACTICES IMPLEMENTATION PLAN

Detailed descriptions of each of the BMPs contained within the SWPPP are provided in **Appendix 1**. A description of the BMPs as outlined in **Appendix 1**, along with the anticipated completion date of each activity, is provided in **Table 1**.

V. ANNUAL REPORT

An annual report will be prepared and submitted to the MPCA prior to March 10 of each year from 2004 through 2008. This annual report will summarize the following:

1. Status of Compliance With Permit Conditions

The annual report will contain an assessment of the appropriateness of the BMPs and progress toward achieving the identified Measurable Goals for each of the MCMs. This assessment will be based on results collected and analyzed, inspection findings and public input received during the reporting period.

2. Work Plan

The annual report will contain a list of storm water activities planned for the next reporting cycle.

3. Modifications to the SWPPP

The annual report will identify BMPs or Measurable Goals for any of the MCMs to be modified.

4. Notice of Coordinated Activities

A notice will be included in the annual report for any portions of the permit for which a government entity or organization outside of the MS4 is being utilized to fulfill any BMP contained within the SWPPP.

TABLE 1
BEST MANAGEMENT PRACTICES (BMPs)
IMPLEMENTATION PROGRAM

**TABLE 1
BMP IMPLEMENTATION PROGRAM**

Best Management Practices		Description of Goal	Implementation
MCM 1.0 Public Education and Outreach			
1.1	Brochures, Handouts and Newsletters	Produce and distribute information on illicit discharges, erosion control, shoreline management and other SWPPP practices.	Begin in 2004 and continue annually until 2008.
1.2	Storm Water Pollution Prevention Plan Website Link	Establish a website link for residents, business owners, property owners and staff to receive information, report violations and respond to SWPPP issues.	Begin in 2005 and continue annually until 2008.
1.3	Storm Water Pollution Prevention Staff Training	Provide training opportunities for City of Shakopee staff on SWPPP topics.	Begin in 2003 and continue annually until 2008.
MCM 2.0 Public Participation and Involvement			
2.1	SWPPP Annual Public Hearing	Conduct one public hearing.	Begin in 2004 and continue annually until 2008.
2.2	Storm Water Pollution Prevention Hotline	The City of Shakopee will establish a forum for residents to report violations and respond to SWPPP issues.	Begin in 2003 and continue annually until 2008.
MCM 3.0 Illicit Discharge Detection and Elimination			
3.1	Storm Sewer System Map	Create a City of Shakopee storm sewer system map.	Complete before March 2008.
3.2	Illicit Discharge Ordinance	The City of Shakopee will review its current ordinances dealing with illicit discharges and, if necessary, modify it.	Begin in 2005 and continue annually until 2008.

**TABLE 1 (continued)
BMP IMPLEMENTATION PROGRAM**

Best Management Practices		Description of Goal	Implementation
MCM 3.0 Illicit Discharge Detection and Elimination (continued)			
3.3	Program to Detect and Address Non-Storm Water Discharges	The City of Shakopee will develop a program designed to detect and eliminate illegal connections to the storm sewer system.	Begin in 2005 and continue annually until 2008.
3.4	Illicit Discharge Detection Program Training	Provide training opportunities for City of Shakopee staff on the illicit discharge detection program.	Begin in 2006 and continue annually until 2008.
MCM 4.0 Construction Site Storm Water Runoff Control			
4.1	Construction Site Storm Water Runoff/Post-Construction Storm water Management Ordinance	The City of Shakopee will review its current ordinances dealing with construction site runoff/post-construction storm water management and, if necessary, modify it.	Begin in 2003 and continue annually until 2008.
4.2	Distribute Construction Site Runoff Information	Produce and distribute information on construction site runoff control to construction site operators.	Begin in 2005 and continue annually until 2008.
4.3	Construction Site Plan Review and Inspection	The City of Shakopee will review its current right-of-way and grading permit program in order to develop procedures and criteria for site plan review.	Begin in 2004 and continue annually until 2008.
4.4	Erosion Control Training	Provide training opportunities for City of Shakopee Staff on BMP's.	Begin in 2003 and continue annually until 2008.

**TABLE 1 (continued)
BMP IMPLEMENTATION PROGRAM**

Best Management Practices		Description of Goal	Implementation
MCM 5.0 Post Construction Storm Water Management			
5.1	MPCA Guidelines for Project Design and Site Plan Review	The City of Shakopee will adopt the MPCA Storm Water Management Guidelines for City-owned projects.	Begin in 2003 and continue annually until 2008.
5.2	Distribute Post-Construction Storm water Management Information	Produce and distribute information on post-construction storm water management to the public.	Begin in 2006 and continue annually until 2008.

**TABLE 1 (continued)
BMP IMPLEMENTATION PROGRAM**

Best Management Practices		Description of Goal	Implementation
MCM 6.0 Pollution Prevention and Good Housekeeping			
6.1	Storm Sewer Inspection Program	The City of Shakopee will inspect and repair or clean, if necessary, 20% of its storm sewer outfalls, sediment basins and ponds.	Begin in 2003 and continue annually until 2008.
6.2	Long Term Operation and Maintenance Program	Annual inspections of the City's storm sewer system will be made as required. Records of inspection and necessary maintenance shall be kept. Staff shall receive training concerning the program.	Begin in 2006 and continue annually until 2008.
6.3	Equipment and Hazardous Material Storage	The City of Shakopee will train staff and implement procedures for handling of equipment and hazardous materials.	Begin in 2004 and continue annually until 2008.
6.4	Landscaping and Lawncare Practices	The City of Shakopee will evaluate its current practices.	Begin in 2004 and continue annually until 2008.
6.5	Road Salt Application	The City of Shakopee will revise, if necessary, its current road salt application practices.	Begin in 2003 and continue annually until 2008.
6.6	Street Sweeping Program	The City of Shakopee will sweep its streets twice per year.	Begin in 2003 and continue annually until 2008.
6.7	NPDES Permit for Industrial Activity	The City of Shakopee will apply for the General Permit.	Prepare Permit 2003.

APPENDIX 1

BEST MANAGEMENT PRACTICES (BMP's) DETAILS

BEST MANAGEMENT PRACTICE PAGE

Brochures, Handouts and Newsletters 1.1

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input checked="" type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City of Shakopee will produce, distribute and make available articles and information on the City's Storm Water Pollution Prevention Plan (SWPPP) including information on the annual public hearing, illicit discharges, erosion control, shoreline management and pollution prevention and other applicable best management practices. This information will be distributed and made available through newsletters, handouts and the City website.	
Educational Goal: This program is designed to develop an understanding of the SWPPP amongst residents.	Timeline/Implementation Schedule: This activity will begin in 2004 and continue annually through 2008.
Measurable Goal: The City of Shakopee will document the number of publications made available to the public.	Audience: This activity will be directed to all City residents, property owners and business owners.
Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

Recorded Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City of Shakopee over the past year that document the City of Shakopee has met the measurable goals associated with this BMP.

Brochure Title	Target Audience	Mailing Date	Number of Publications

I hereby certify the above activities were completed.

_____ Signature of Responsible Official	Project Engineer Title	21-Mar-05 Date
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BEST MANAGEMENT PRACTICE PAGE

Storm Water Pollution Prevention Plan Website Link 1.2

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input checked="" type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

<u>BMP Description:</u> The City of Shakopee will include a link to public information of Storm Water Pollution Prevention Plan (SWPPP) issues on the City's website. This will specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide additional links to BMP's, articles on each control measure and provide contact information of City staff in order to collect feedback from site visitors.	
<u>Educational Goal:</u> The City will provide information on pollution prevention, BMP's, the City SWPPP and outside entity resources available.	<u>Timeline/Implementation Schedule:</u> This activity will begin in 2005 and continue annually until 2008.
<u>Measurable Goal:</u> The City will document the number of publications produced, e-mail responses and the number of "hits" to the website.	<u>Audience:</u> This activity will be directed to all City residents, property owners and business owners.
<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

Recorded Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City of Shakopee over the past year that document the City of Shakopee has met the measurable goals associated with this BMP.

I hereby certify the above activities were completed.

Signature of Responsible Official	Project Engineer	21-Mar-05
	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Storm Water Pollution Prevention Plan Staff Training 1.3

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City will provide training opportunities for City staff in erosion control, best management practices, good housekeeping and pollution prevention. These may include, but are not limited to, MnDOT erosion control certification, SWPPP workshops and BMP workshops.	
Educational Goal: The purpose is to introduce ideas and develop an understanding of the SWPPP amongst City staff.	Timeline/Implementation Schedule: This activity will begin in 2003 and continue annually until 2008.
Measurable Goal: The City will document the number of training sessions and the number of City staff attending.	Audience: City staff involved in public works projects, construction projects, construction inspection and maintenance.
Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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Signature of Responsible Official	Project Engineer	21-Mar-05
	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Annual Public Hearing 2.1

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input checked="" type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will conduct a public hearing on the City's Storm Water Pollution Prevention Plan (SWPPP) in order to solicit public opinion on the plan and consider oral and written input on the SWPPP. A notice of this meeting will be published thirty (30) thirty days in advance in the local newspaper or publication of general interest.

<p><u>Educational Goal:</u> This program is designed to develop an understanding of the SWPPP amongst meeting attendees.</p> <p><u>Measurable Goal:</u> The City will document the Public Meeting, record attendance, keep minutes, record oral and written comments and document changes to the SWPPP.</p>	<p><u>Timeline/Implementation Schedule:</u> This activity will begin in 2004 and continue annually until 2008.</p> <p><u>Audience:</u> This activity will be directed to all City residents, property owners and business owners.</p>
<p><u>Responsible Person:</u></p> <p>Name: Joe Swentek Title: Project Engineer Phone: (952) 233-9300 E-mail: jswentek@ci.shakopee.mn.us</p>	<p><u>Responsible Department/Organization:</u></p> <p>Dept/Org.: Engineering Department Dept. Head: Bruce Loney, Public Works Dir. Phone: (952) 233-9300 E-mail: bloney@ci.shakopee.mn.us</p>

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I hereby certify the above activities were completed.

Signature of Responsible Official	Project Engineer	21-Mar-05
	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Storm Water Pollution Prevention Hotline 2.2

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input checked="" type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
The City will establish a forum for residents to report violations and respond to SWPPP issues.

<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u> This activity will begin in 2003 and continue annually until 2008.
<u>Measurable Goal:</u> The City will record the number of calls related to SWPPP issues, illicit discharge complaints and the number of SWPPP changes resulting from calls.	<u>Audience:</u> This activity will be directed to all City residents, property owners and business owners.
<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
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I hereby certify the above activities were completed.

Signature of Responsible Official	Project Engineer	21-Mar-05
	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Storm Sewer System Map 3.1

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City will create a map identifying all City owned storm sewer systems of 24" or greater, all structural pollution control devices (grit chambers, separators, etc.) and all outfalls and discharge points leaving the City. The City will work with Scott County to assemble a comprehensive storm sewer map within the City.	
Educational Goal:	Timeline/Implementation Schedule: The City will begin the inventory process in 2003 and complete the storm sewer map in 2008.
Measurable Goal: The City will identify storm sewer pipe owned by the City and the County. A map will be created of all storm sewer pipe, ponds, lakes, streams and wetlands.	Audience:
Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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_____	Project Engineer	21-Mar-05
Signature of Responsible Official	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Illicit Discharge Ordinance 3.2

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

<u>BMP Description:</u> The City will review its current ordinances dealing with illicit discharges and, if necessary, develop an Illicit Discharge Ordinance containing a regulatory mechanism. An attempt will be made to connect the ordinance with MPCA minimum standards, the existing storm water management plan for the City and with other governing authorities.	
<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u> This activity will begin in 2005 and continue annually until 2008.
<u>Measurable Goal:</u> The City will, if necessary, complete a draft ordinance, implement the ordinance, its documentation and its enforcement procedures.	<u>Audience:</u>
<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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Signature of Responsible Official	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Program to Detect and Address Non-Storm Water Discharges 3.3

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

<u>BMP Description:</u> The City will develop a program designed to detect and eliminate illegal connections to the storm sewer systems. Should any illicit discharge locations be detected, the City will evaluate proper regulatory mechanisms and enforcement procedures.	
<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u> This activity will begin in 2005 and continue annually until 2008.
<u>Measurable Goal:</u> The City will compile a list of existing inspections performed to date while developing a future storm sewer system inspection schedule.	<u>Audience:</u>
<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Illicit Discharge Detection Program Training 3.4

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

<u>BMP Description:</u> The City will provide training to its staff for the implementation of the illicit discharge detection program. Education materials dealing with the program will be made available to the public. The materials will be in the form of articles, brochures and/or handouts.	
<u>Measurable Goal:</u> The City will document the number of workshops/training sessions and the attendance at each of these workshops/training sessions. The City will document the number of articles	<u>Timeline/Implementation Schedule:</u> This activity will begin in 2006 and continue annually through 2008. <u>Audience:</u>
<u>Responsible Person:</u> Name: Joe Swentek Title: Project Engineer Phone: (952) 233-9300 E-mail: jswentek@ci.shakopee.mn.us	<u>Responsible Department/Organization:</u> Dept./Org.: Engineering Department Dept. Head: Bruce Loney, Public Works Dir. Phone: (952) 233-9300 E-mail: bloney@ci.shakopee.mn.us

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Signature of Responsible Official	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Construction Site Storm Water Runoff Ordinance 4.1

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City will review its current ordinances dealing with Construction Site Runoff/Post-Construction Storm water Management and, if necessary, develop a Construction Site Erosion and Sedimentation/Post-Construction Storm water Management Ordinance containing a regulatory mechanism. An attempt will be made to connect the ordinance with MPCA minimum standards, the existing storm water management plan for the City and with other governing authorities.	
Educational Goal: Measurable Goal: The City will, if necessary, complete a draft ordinance, implement the ordinance, its documentation and its enforcement procedures.	Timeline/Implementation Schedule: This activity will begin in 2003 and continue annually until 2008. Audience:
Responsible Person: Name: Joe Swentek Title: Project Engineer Phone: (952) 233-9300 E-mail: jswentek@ci.shakopee.mn.us	Responsible Department/Organization: Dept/Org.: Engineering Department Dept. Head: Bruce Loney, Public Works Dir. Phone: (952) 233-9300 E-mail: bloney@ci.shakopee.mn.us

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_____ Signature of Responsible Official	Project Engineer Title	21-Mar-05 Date
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BEST MANAGEMENT PRACTICE PAGE

Distribute Construction Site Storm Water Runoff Information 4.2

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City of Shakopee will produce, distribute and make available to construction site operators articles and information concerning construction site storm water runoff, pollution prevention and applicable best management practices. This information will be distributed and made available through newsletters, handouts and/or the City website.

<p><u>Educational Goal:</u> This program is designed to develop an understanding of construction site runoff control for construction site operators.</p> <p><u>Measurable Goal:</u> The City of Shakopee will document the number of publications made available.</p>	<p><u>Timeline/Implementation Schedule:</u> This activity will begin in 2005 and continue annually through 2008.</p> <p><u>Audience:</u> This activity will be directed to all construction site operators.</p>
--	---

<p><u>Responsible Person:</u></p> <p>Name: Joe Swentek Title: Project Engineer Phone: (952) 233-9300 E-mail: jswentek@ci.shakopee.mn.us</p>	<p><u>Responsible Department/Organization:</u></p> <p>Dept/Org.: Engineering Department Dept. Head: Bruce Loney, Public Works Dir. Phone: (952) 233-9300 E-mail: bloney@ci.shakopee.mn.us</p>
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Brochure Title	Target Audience	Mailing Date	Number of Publications

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_____	Project Engineer	15-Mar-05
Signature of Responsible Official	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Construction Site Plan Review and Inspection 4.3

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will review the current right-of-way and grading permit program in order to develop specific procedures, criteria and BMP selection for site plan review. The City will also develop a construction site inspection program with clearly defined procedures, criteria and recordkeeping requirements.

<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u>
<u>Measurable Goal:</u> The City will complete a site plan review process and a construction site inspection program. The City will record the number of site plan reviews performed.	The City will review the current right-of-way and grading permit program in 2004 and add additional requirements to the design criteria in 2005. The construction site inspection program will be developed in 2005 and implemented in 2006.

<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Erosion Control Training 4.4

Minimum Control Measures Addressed by this BMP

<input checked="" type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will provide training to its staff on proper erosion control, identification of problem areas and the expectations of the Storm Water Pollution Prevention Plan (SWPPP) for public works projects and construction projects.

Measurable Goal: The City will document the number of employees with MnDOT certification (or other), the number of workshops/training sessions and the attendance at each of these workshops/training sessions.	Timeline/Implementation Schedule: The City will begin documentation in 2003 and continue annually through 2008. Audience:
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Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

MPCA Guidelines for Project Design and Site Plan Review 5.1

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input checked="" type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City will adopt MPCA water management standards as a practice in project design, construction site plan review and post-construction site storm water management. Right-of-way and grading permits will be required to meet MPCA NPDES Phase II guidelines for erosion and sediment control.	
Educational Goal:	Timeline/Implementation Schedule: This activity will be implemented in 2003 through 2008.
Measurable Goal: The City will record the number of projects reviewed and a compile a listing of BMP's utilized to meet water quality standards.	Audience:
Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Distribute Post-Construction Storm Water Management Information 5.2

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	X	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input type="checkbox"/>	Pollution Prevention/Good Housekeeping

<u>BMP Description:</u> The City of Shakopee will produce, distribute and make available to City staff, property owners and construction site operators articles and information concerning post-construction storm water management. This information will be distributed and made available through newsletters, handouts and/or the City website.	
<u>Educational Goal:</u> This program is designed to develop an understanding of post-construction site storm water management.	<u>Timeline/Implementation Schedule:</u> This activity will begin in 2006 and continue annually through 2008.
<u>Measurable Goal:</u> The City of Shakopee will document the number of publications made available.	<u>Audience:</u> This activity will be directed to City staff, property owners and contractors.
<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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Brochure Title	Target Audience	Mailing Date	Number of Publications

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_____ Signature of Responsible Official	Project Engineer Title	15-Mar-05 Date
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BEST MANAGEMENT PRACTICE PAGE

Storm Sewer Inspection Program 6.1

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input checked="" type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will inspect 20% of its outfalls, sediment basins and ponds within the City's storm sewer system. The results of these inspections will be compiled in a report which will include sediment levels, pond age, watershed information and recommended maintenance and maintenance schedules.

<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u> The City will begin this action in 2003 and continue until all inspections are complete.
<u>Measurable Goal:</u> The City will record the number of outfalls, sediment basins and ponds inspected and rate the condition of each. The City will record any maintenance performed.	<u>Audience:</u>

<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Long Term Operation and Maintenance Program 6.2

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

<u>BMP Description:</u> A long-term operation and maintenance program will be developed and implemented to reduce the discharge of pollutants from the City's outfalls. Training will be provided to City staff concerning the program.	
<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u> The City will begin this action in 2006 and continue annually through 2008.
<u>Measurable Goal:</u> Schedule inspections of 20% of the City's outfalls and all structural BMP's annually. Records of the inspections and all maintenance required shall be kept. The City will document the number of employees attending training sessions concerning the operation and maintenance program.	<u>Audience:</u>
<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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Signature of Responsible Official	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Equipment and Hazardous Material Storage 6.3

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City will train staff, implement procedures and incorporate BMP's in handling of equipment and hazardous materials used by City staff.	
Educational Goal: Measurable Goal: The City will document activities used by its staff to prevent illicit discharges from daily activities.	Timeline/Implementation Schedule: The City will review its activities annually beginning in 2004, recommend any changes necessary in 2005 and implement these changes in 2005-2008. Audience:
Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Landscaping and Lawncare Practices 6.4

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description: The City will review and, if necessary, adjust its own facilities current practices in the use of fertilizer, pesticide and herbicide application, mowing and discharge operations, grass clipping collection, mulching and composting.	
Educational Goal: Measurable Goal: The City will track quantities of fertilizer, pesticides and herbicides used by its own facilities.	Timeline/Implementation Schedule: The City will begin this activity in 2004 and continue annually through 2008. Audience:
Responsible Person: Name: Joe Swentek Title: Project Engineer Phone: (952) 233-9300 E-mail: jswentek@ci.shakopee.mn.us	Responsible Department/Organization: Dept/Org.: Engineering Department Dept. Head: Bruce Loney, Public Works Dir. Phone: (952) 233-9300 E-mail: bloney@ci.shakopee.mn.us

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BEST MANAGEMENT PRACTICE PAGE

Road Salt Application 6.5

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will review its practices and policies of road salt applications such as alternative products, calibration of equipment, inspection of vehicles and staff training.

<u>Educational Goal:</u>	<u>Timeline/Implementation Schedule:</u>
<u>Measurable Goal:</u> The City will document the annual activities of the road salt application program	The City will begin this activity in 2003 and continue annually through 2008. <u>Audience:</u>

<u>Responsible Person:</u>	<u>Responsible Department/Organization:</u>
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

Street Sweeping Program 6.6

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input checked="" type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will sweep the streets twice per year in an effort to reduce the amount of sediment and trash from reaching the storm sewer system.

Educational Goal:	Timeline/Implementation Schedule:
	The City will begin this activity in 2003 and continue annually through 2008.
Measurable Goal:	Audience:
The City will record the number of times the streets are swept in a year and attempt to quantify the amount of trash removed.	

Responsible Person:	Responsible Department/Organization:
Name: Joe Swentek	Dept/Org.: Engineering Department
Title: Project Engineer	Dept. Head: Bruce Loney, Public Works Dir.
Phone: (952) 233-9300	Phone: (952) 233-9300
E-mail: jswentek@ci.shakopee.mn.us	E-mail: bloney@ci.shakopee.mn.us

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	Title	Date

BEST MANAGEMENT PRACTICE PAGE

NPDES Permit For Industrial Activity 6.7

Minimum Control Measures Addressed by this BMP

<input type="checkbox"/>	Public Education & Outreach	<input type="checkbox"/>	Construction Site Runoff Controls
<input type="checkbox"/>	Public Participation & Involvement	<input type="checkbox"/>	Post-Construction Storm water Management
<input type="checkbox"/>	Illicit Discharge Detection & Elimination	<input checked="" type="checkbox"/>	Pollution Prevention/Good Housekeeping

BMP Description:
 The City will evaluate its maintenance facility and apply for a General Storm Water Permit for Industrial Activities in accordance with the NPDES requirements.

<p><u>Educational Goal:</u></p>	<p><u>Timeline/Implementation Schedule:</u> This City will submit a permit application by the required March 10, 2003 deadline. Subsequent inspections will be performed as required by the permit.</p>
<p><u>Measurable Goal:</u> The City will submit Industrial Inspection Reports or a No-Exposure exemption as required by the permit.</p>	

<u>Responsible Person:</u>		<u>Responsible Department/Organization:</u>	
Name:	Joe Swentek	Dept/Org.:	Engineering Department
Title:	Project Engineer	Dept. Head:	Bruce Loney, Public Works Dir.
Phone:	(952) 233-9300	Phone:	(952) 233-9300
E-mail:	jswentek@ci.shakopee.mn.us	E-mail:	bloney@ci.shakopee.mn.us

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	Project Engineer	21-Mar-05
Signature of Responsible Official	Title	Date