

# City of Centerville BMP Pages Table of Contents

## Minimum Control Measure

- 1. Public Education and Outreach
  - Best Management Practice Page
  - 1-1: Outreach Publications.....1
  - 1-2: 30-day Public Notice for Annual Storm Water Meeting.....2
  - 1-3: City Website – Storm Water Information .....3
  - 1-4: City Hall Reader Board .....4
  - 1-5: Information Kiosk .....5
  - 1-6: Full-MCM Material Evaluation.....6
  - 1-7: Outside Entity Coordination.....7
  
- 2. Public Involvement and Participation
  - Best Management Practice
  - 2-1: Annual Storm Water Public Meeting .....8
  - 2-2: Consider Public Input and Adjust SWPPP .....9
  - 2-3: Spring Cleanup Day .....10
  - 2-4: Develop Partnerships.....11
  - 2-5: Storm Water Comment and Complaint Format.....12
  - 2-6: Citizen Pond Monitoring Program .....13
  
- 3. Illicit Discharge and Detection
  - Best Management Practice
  - 3-1: Storm Sewer Map.....14
  - 3-2: Illicit Discharge, Detection and Enforcement Ordinance.....15
  - 3-3: Illicit Discharge and Detection Program .....16
  - 3-4: Sanitary Sewer Overflow Program.....17
  - 3-5: Nuisance Ordinance/Illegal Dumping .....18
  
- 4. Construction Site Runoff Control
  - Best Management Practice
  - 4-1: Erosion and Sediment Control (ESC) Plan Requirement  
and Review Process .....19
  - 4-2: Minimum Erosion and Sediment Control BMPs .....20
  - 4-3: ESC Inspection and Enforcement Program.....21
  - 4-4: Erosion and Sediment Control Ordinance.....22
  - 4-5: Construction Site Waste Control Ordinance .....23
  
- 5. Post-Construction Site Runoff Control
  - Best Management Practice
  - 5-1: Post-Construction BMPs .....24
  - 5-2: Plan Review Procedures.....25
  - 5-3: Post-Construction Pond Maintenance Program.....26
  - 5-4: Buffer Zone Requirements .....27

5-5: Surface Water Management Plan .....	28
5-6: Regulations for Post-Construction Runoff Control .....	29
<b>6. <u>Pollution Prevention/Good Housekeeping</u></b>	
<u>Best Management Practice</u>	
6-1: Pond and Outfall Inspection and Cleaning Procedure Program .....	30
6-2: Storm Drainage System Inspection and Cleaning .....	31
6-3: Equipment Maintenance Program .....	32
6-4: Municipal Street Maintenance Program .....	33
6-5: Pollution Control Device Inspection and Cleaning Program .....	34
6-6: Municipal Staff Training .....	35

## Public Education and Outreach

### BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Outreach Publications	
<b><u>BMP Description:</u></b> The City of Centerville will use the seasonal newsletter and/or other publications to provide information to the public regarding volunteer opportunities, proper lawn care practices, recycling opportunities, phone numbers to report illicit discharges or construction site ESC violations, and other storm water outreach and educational material.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of educational storm water articles in newsletter</li> <li>• Number of times the newsletter is sent out to the public</li> </ul>	<ul style="list-style-type: none"> <li>• This activity currently exists and implementation is on-going</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• This BMP coordinates with BMP 1-6</li> <li>• This BMP coordinates with Objective 6 in the SWMP</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<u>Audience:</u> General Public	
<u>Educational goal:</u> General public awareness and understanding of the storm water issues and volunteer opportunities.	
<u>Activity:</u> See BMP description above	
<u>Implementation Plan:</u> See Timeline/Implementation schedule above	
<u>Performance Measures:</u> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 1-2

### **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

<b><u>BMP Title:</u></b> 30-day Public Notice for Annual Storm Water Meeting	
<b><u>BMP Description:</u></b> The City will post a 30-day public notice prior to the annual storm water meeting (BMP 2-1). The meeting will be posted in local newspapers and may also be posted in additional locations such as the website (BMP 1-3), as the City feels is necessary to allow public knowledge of the meeting.	
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Completed public notice requirement</li> <li>• Number of locations notice is posted</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• Currently implemented and will continue annually.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b><u>Audience:</u></b> General Public	
<b><u>Educational goal:</u></b> Give the general public awareness and knowledge of the storm water meeting date, time, meeting process, and subject.	
<b><u>Activity:</u></b> See BMP description above	
<b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above	
<b><u>Performance Measures:</u></b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 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

<b><u>BMP Title:</u></b> City website – Storm water information	
<b><u>BMP Description:</u></b> The City of Centerville will provide current storm water outreach information on the City website. Possible storm water outreach information is listed below within the specific components.	
<p><b><u>Measurable Goals:</u></b></p> <ul style="list-style-type: none"> <li>• Year 1 – Material to include in website determined</li> <li>• Year 2 – Active storm water information on website</li> <li>• Number of storm water related articles on website</li> </ul>	<p><b><u>Timeline / Implementation Schedule:</u></b></p> <ul style="list-style-type: none"> <li>• Year 1 – Determine existing material to include in website</li> <li>• Year 2 – Active storm water information on website</li> <li>• Years 3-5 – Maintain and/or update as needed, in coordination with BMP 1-6.</li> </ul>
<p><b><u>Specific Components &amp; Notes (optional):</u></b></p> <ul style="list-style-type: none"> <li>• Recycling information</li> <li>• Volunteer groups and opportunities</li> <li>• Comment and Complaint Format information</li> <li>• Construction site ESC BMPs</li> <li>• Environmentally friendly lawn care practices</li> <li>• City ordinances</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<p><b><u>Educational components related to this BMP (description or number – optional):</u></b></p> <p><b><u>Audience:</u></b> General Public</p> <p><b><u>Educational goal:</u></b> Give the general public awareness and understanding of the storm water issues, volunteer opportunities, contacts, and regulations.</p> <p><b><u>Activity:</u></b> See BMP description above</p> <p><b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above</p> <p><b><u>Performance Measures:</u></b> See Measurable Goals above</p>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 1-4

**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

<b><u>BMP Title:</u></b> City Hall Reader Board	
<b><u>BMP Description:</u></b> The reader board is located in front of City hall on Main Street, which runs through the center of the city. The City will post messages regarding volunteer opportunities, City sponsored storm water events and pollution prevention reminders.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of volunteer opportunities listed</li> <li>• Number of storm water events listed</li> </ul>	<ul style="list-style-type: none"> <li>• This activity currently exists and implementation is on going</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Listing of event information such as Spring Cleanup Day</li> <li>• Items listed on Reader Board are typically also posted on City website and cable station.</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b>Audience:</b> General Public	
<b>Educational goal:</b> Provide the public with information on volunteer opportunities and City sponsored events.	
<b>Activity:</b> See BMP description above	
<b>Implementation Plan:</b> See Timeline/Implementation schedule above	
<b>Performance Measures:</b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 1-5

### **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 checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Information Kiosk	
<b><u>BMP Description:</u></b> An information kiosk is located inside City Hall, which includes brochures containing educational material on storm water issues.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>Number of storm water brochures available</li> </ul>	<ul style="list-style-type: none"> <li>The kiosk will include existing storm water information within the first year.</li> <li>Years 3-5 – Maintain and/or update as needed, in coordination with BMP 1-6.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
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<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b><u>Audience:</u></b> General Public	
<b><u>Educational goal:</u></b> Provide the public with storm water information to increase general awareness and knowledge regarding storm water pollution.	
<b><u>Activity:</u></b> See BMP description above	
<b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above	
<b><u>Performance Measures:</u></b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 1-6

### **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

<b><u>BMP Title:</u></b> Full-MCM Material Evaluation	
<b><u>BMP Description:</u></b> The City will solicit storm water related material from outside entities, including, but not limited to: water conservation districts, watershed districts, watershed management organizations, school districts, University of MN extension and county, regional, state, and federal government. The City will also solicit materials (if available) to use for in-house training from these entities.	
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Number of letters of solicitation sent out</li> <li>• List of materials received in response to request</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• Year 1 – Solicit storm water related materials from outside entities</li> <li>• Year 2 – Evaluate and edit material if necessary, identify audiences and define measurable goals</li> <li>• Year 3 – Develop new materials for use by City</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b> Evaluation of content of educational material, including, but not limited to: articles, newsletters, videos, brochures, special packets, inserts and displays, in-house training.	
<b><u>Responsible Person</u></b> <b>Name:</b> Kim Moore-Sykes <b>Title:</b> City Administrator <b>Phone:</b> (651) 429-3232 <b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b><u>Responsible Department</u></b> <b>Department:</b> Public Works <b>Dept. Head:</b> Paul Palzer <b>Phone:</b> (651) 429-3232 <b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b> <u>Audience:</u> To be determined <u>Educational goal:</u> To be determined <u>Activity:</u> See BMP description above <u>Implementation Plan:</u> See Timeline/Implementation schedule above <u>Performance Measures:</u> See Measurable Goals above	



## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 1-7

### **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

<b><u>BMP Title:</u></b> Outside Entity Coordination	
<b><u>BMP Description:</u></b> The City will contact outside entities, such as: water conservation districts, watershed districts, watershed management organizations, school districts, University of MN extension and county, regional, state, and federal government an discuss existing programs and how they can be coordinated and/or used effectively with the City's existing programs.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of outside entities contacted</li> <li>• Number of outside entity programs identified</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – Contact outside entities</li> <li>• Year 2 – Evaluate and compare outside entity programs with City's existing programs</li> <li>• Year 3 – Propose a strategy that allows coordination and helps make effective use of outside entity education programs, identify target audiences and define measurable goals (if applicable)</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
Investigate possible joint education programs with outside entities and how to make effective use of existing programs being conducted in the area by the other entities.	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
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<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b><u>Audience:</u></b> To be determined	
<b><u>Educational goal:</u></b> To be determined	
<b><u>Activity:</u></b> See BMP description above	
<b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above	
<b><u>Performance Measures:</u></b> See Measurable Goals above	

## Public Involvement and Participation

### BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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

<b><u>BMP Title:</u></b> Annual Storm Water Public Meeting	
<b><u>BMP Description:</u></b> The City will conduct an annual storm water meeting to discuss storm water issues and allow public oral and written comments for changes to the SWPPP. The meeting will be conducted during a regular City Council meeting early in the calendar year, which will allow time to make necessary revisions, if any, to the SWPPP as appropriate to public comment.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Completed public meeting</li> <li>• Whether or no meeting had public attendance</li> </ul>	<ul style="list-style-type: none"> <li>• First meeting will occur before 3/10/04.</li> <li>• Meetings will be conducted annually</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• City Council meeting</li> <li>• 30-day public notice</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b>Audience:</b> General Public	
<b>Educational goal:</b> Provide the public opportunity for oral and written statements concerning the SWPPP.	
<b>Activity:</b> See BMP description above	
<b>Implementation Plan:</b> See Timeline/Implementation schedule above	
<b>Performance Measures:</b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 2-2

### **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

<b><u>BMP Title:</u></b> Consider Public Input and Adjust SWPPP	
<b><u>BMP Description:</u></b> Consideration of written and oral comments regarding the SWPPP received at the annual meeting and throughout the year. A record will be made of the comments and what changes were made, if any, to the SWPPP.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>Documentation and consideration of any SWPPP comments received</li> </ul>	<ul style="list-style-type: none"> <li>Comments will be included annually after the public meeting for the SWPPP</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>Consideration of oral and written input to SWPPP</li> <li>Adjust SWPPP where appropriate</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b><u>Audience:</u></b> Residents and business owners.	
<b><u>Educational goal:</u></b> To respond to the public opportunity for input on the NPDES Phase II SWPPP.	
<b><u>Activity:</u></b> See BMP description above	
<b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above	
<b><u>Performance Measures:</u></b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 2-3

### **Minimum Control Measures Addressed by This BMP**

<input 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 checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Spring Cleanup Day	
<b><u>BMP Description:</u></b> The City conducts a Spring Cleanup Day to involve the public in the clean-up of city roadsides, ditches and parks. Removal of litter, debris or other discarded materials can prevent improper discharges to the MS4.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Completed Spring Cleanup Day</li> <li>• Number of participants or groups</li> </ul>	<ul style="list-style-type: none"> <li>• This is an existing and annually on-going program within the City.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Educational material to advertise Cleanup Day</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b><u>Audience:</u></b> General Public	
<b><u>Educational goal:</u></b> Educating the citizen and civic groups in the importance of keeping roadsides and parks free of litter through public involvement.	
<b><u>Activity:</u></b> See BMP description above	
<b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above	
<b><u>Performance Measures:</u></b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 2-4

### **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

<b><u>BMP Title:</u></b> Develop Partnerships	
<b><u>BMP Description:</u></b> The City will develop and maintain relationships with local outside entities which may include but is not limited to: water conservation districts, watershed districts, local governments and local nature centers. The City will coordinate with these entities to support efforts and/or provide additional educational opportunities and events to the general public.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of programs and events coordinated through joint partnerships</li> <li>• Amount of materials received from partnerships for SWPPP</li> </ul>	<ul style="list-style-type: none"> <li>• These partnerships with the City of Centerville currently exist.</li> <li>• This City will continue to maintain these partnerships and will implement new programs and partnership opportunities as they become available.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Coordination with the City of Lino Lakes for the preservation of the wetland environment for the Heron Rookery</li> <li>• Coordination with the Wargo Nature Center for educational programs and monitoring events</li> <li>• Coordination with the Rice Creek Watershed District on site plan reviews and water resource permitting and regulation</li> <li>• This BMP coordinates with Objective 5 (policy b) in the SWMP</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b><u>Audience:</u></b> General Public and Employees	
<b><u>Educational goal:</u></b> This BMP will provide additional educational opportunities and programs for the general public and City employees.	
<b><u>Activity:</u></b> See BMP description above	
<b><u>Implementation Plan:</u></b> See Timeline/Implementation schedule above	
<b><u>Performance Measures:</u></b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 2-5

### Minimum Control Measures Addressed by This BMP

<input 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

<b>BMP Title:</b> Storm Water Comment and Complaint Format	
<b>BMP Description:</b> The City will develop a format to receive public comments and/or complaints regarding the municipal storm sewer system. The City will document the comment/complaint as well as any resulting actions.	
<b>Measurable Goals:</b> <ul style="list-style-type: none"> <li>• Year 1 – Documentation of comment and complaint format procedures</li> <li>• Number of actions taken due to registered comment and complaints</li> <li>• Number of comments and complaints</li> </ul>	<b>Timeline / Implementation Schedule:</b> <ul style="list-style-type: none"> <li>• Year 1 – Comment and complaint format procedures and receipt documentation</li> </ul>
<b>Specific Components &amp; Notes (optional):</b> <ul style="list-style-type: none"> <li>• Allows for input regarding the following BMPs and/or programs: <ul style="list-style-type: none"> <li>○ Oral comments regarding the SWPPP</li> <li>○ Program to detect and address illegal discharges</li> <li>○ Program to detect and address illicit connections</li> <li>○ Public non-compliance complaints and reports (erosion and sediment control)</li> <li>○ Post-construction runoff control (e.g. water quality issues)</li> <li>○ Good housekeeping (e.g. municipal staff can anonymously submit suggestions for improved activities)</li> </ul> </li> <li>• Posting of appropriate phone number on City website and/or other locations</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	
<b>Audience:</b> General Public, staff	
<b>Educational Goal:</b> A well-advertised comment and complaint system will provide the general public and staff an opportunity to comment on the SWPPP and report on storm water issues that they see around the City.	
<b>Activity:</b> See BMP description above	
<b>Implementation Plan:</b> See Timeline/Implementation schedule above	
<b>Performance Measures:</b> See Measurable Goals above	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 2-6

### **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 checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Citizen Pond Monitoring Program	
<b><u>BMP Description:</u></b> The City facilitates pond-monitoring programs for interested civic groups or citizens.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of ponds monitored</li> <li>• Number of volunteers</li> </ul>	<ul style="list-style-type: none"> <li>• This is an existing City program.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Volunteer monitoring of City ponds</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
<b>Audience:</b> General Public	
<b>Educational Goal:</b> To educate civic groups and citizens through public participation about the importance of clean water.	
<b>Activity:</b> See BMP description above	
<b>Implementation Plan:</b> See Timeline/Implementation schedule above	
<b>Performance Measures:</b> See Measurable Goals above	

## Illicit Discharge and Detection

### BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Storm Sewer Map	
<b>BMP Description:</b> The current storm sewer map is located in a Computer Aided Drafting (CAD) file. The City will continue to update the map on an as-needed basis as development occurs.	
<b>Measurable Goals:</b> <ul style="list-style-type: none"> <li>Update as-needed for new construction projects</li> </ul>	<b>Timeline / Implementation Schedule:</b> <ul style="list-style-type: none"> <li>This activity currently exists and implementation is ongoing.</li> <li>The map is continually updated to include any new developments.</li> </ul>
<b>Specific Components &amp; Notes (optional):</b> <ul style="list-style-type: none"> <li>Locations of all ponds, streams, lakes and wetlands that are part of the MS4</li> <li>Location of all structural pollution control devices</li> <li>Location of all pipes and conveyances that are 24 inches in diameter and over that are part of the MS4</li> <li>Location of all outfalls and other discharge points leaving the MS4</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b> <b>Audience</b> – City employees <b>Educational Goal</b> – A fully mapped MS4 allows City employees to perform complete inspections of City ponds and outfalls.	



## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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

<b>BMP Title:</b> Illicit Discharge, Detection and Enforcement Ordinance	
<b>BMP Description:</b> Ordinance language currently exists that protects improper connections and discharges to the sanitary sewer system. Ordinance language will be investigated, including components on prohibited discharges and connections to the storm sewer system and penalties for non-compliance.	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>• Year 1 – Completed review of other communities existing illicit discharge ordinances</li> <li>• Year 2 – Compilation of all current city ordinances and analyze gaps</li> <li>• Year 3 – Completed draft illicit discharge, detection and elimination ordinance</li> <li>• Years 4 &amp; 5 – Completed illicit discharge, detection and elimination ordinance</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>• Year 1 – Review other communities existing illicit discharge ordinances</li> <li>• Year 2 – Compile all current city ordinances and analyze gaps</li> <li>• Year 3 – Produce draft of illicit discharge, detection and elimination ordinance</li> <li>• Year 4 – Completed illicit discharge, detection and elimination ordinance</li> </ul>
<b>Specific Components &amp; Notes (optional):</b>	
<ul style="list-style-type: none"> <li>• Meetings with City Attorney</li> <li>• Regulatory inspection and enforcement mechanisms for: <ul style="list-style-type: none"> <li>▪ Septic systems</li> <li>▪ Illicit connections</li> <li>▪ Illegal dumping</li> <li>▪ Recreational sewage</li> </ul> </li> <li>• Right of entry provision</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 3-3

### 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 checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Title:** Illicit Discharge and Detection Program

**BMP Description:** This BMP will involve categorizing areas of concern related to illicit connections and illicit discharge. By developing an awareness of where to target efforts, improvements and progress can be enhanced. Further, knowing the areas of concern can help direct educational and participatory actions.

#### Measurable Goals:

- Year 3 – Collect existing information on illicit connections
- Year 4 – Identify and prioritize future illicit connection assessment sites
- Year 5 – Begin conducting field inspections of existing storm sewer system
- Number of employees trained on inspection procedures

#### Timeline / Implementation Schedule:

- Year 3 – Collect existing information on illicit connections
- Year 4 – Identify and prioritize future illicit connection assessment sites
- Year 5 – Begin conducting field inspections of existing storm sewer system

Due to limited funding and human resources, implementation cannot occur immediately.

#### Specific Components & Notes (optional):

- Smoke testing to detect areas of improper inflow to the MS4
- Visual inspections to detect for dry weather flow or other out of the ordinary storm water occurrences.
- Calls by the public to the comment format (BMP 2-5) can potentially identify when, where and how illicit discharges are occurring.
- Construction inspections to verify proper connection to utilities
- Spill response is contracted out to fire department

#### Responsible Person

**Name:** Kim Moore-Sykes

**Title:** City Administrator

**Phone:** (651) 429-3232

**E-mail:** [ksykes@centervillemn.us](mailto:ksykes@centervillemn.us)

#### Responsible Department

**Department:** Public Works

**Dept. Head:** Paul Palzer

**Phone:** (651) 429-3232

**E-mail:** [ppalzer@centervillemn.com](mailto:ppalzer@centervillemn.com)

#### Educational components related to this BMP (description or number – optional):

**Audience:** City Staff

**Educational Goal:** To educate City staff on proper illicit discharge inspection techniques

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 3-4

### **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 checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Sanitary Sewer Overflow Program	
<b><u>BMP Description:</u></b> Proper cleaning and maintenance of the sanitary sewer system will minimize sanitary sewer overflows.	
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Length of sanitary sewer pipe cleaned and maintained</li> <li>• Length of sanitary sewer pipe upgraded</li> <li>• Number of public complaints regarding sanitary sewer overflow</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• This is a current City program; however, documentation will need to occur from the first year of this permit cycle forward.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b> <ul style="list-style-type: none"> <li>• Cleaning of sanitary sewer pipe</li> <li>• Maintenance of sanitary sewer pipe</li> <li>• Employee training</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b> All public works employees are trained in the value of a functioning sanitary sewer system, and also trained on regular inspection of this system.	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 3-5

### 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 type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Nuisance Ordinance/Illegal Dumping	
<b>BMP Description:</b> An ordinance prohibiting illegal dumping of trash or debris on public or private property is currently included in the City Code of Ordinances.	
<b>Measurable Goals:</b>	<b>Timeline / Implementation Schedule:</b>
<ul style="list-style-type: none"> <li>Completed nuisance ordinance</li> </ul>	<ul style="list-style-type: none"> <li>Ordinance complete</li> </ul>
<b>Specific Components &amp; Notes (optional):</b>	
<ul style="list-style-type: none"> <li>Articulation of nuisance that includes debris of any nature of definition</li> <li>Clearly defined penalties</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	

## Construction Site Runoff Control

### BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Erosion and Sediment Control (ESC) Plan Requirement and Review Process	
<b><u>BMP Description:</u></b> The City requires an Erosion and Sediment Control plan to be submitted during the site plan review process. Upon adoption of the Surface Water Management Plan, the City will implement the Erosion and Sediment Control Policy for New Developments.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of plans reviewed by watershed</li> </ul>	<ul style="list-style-type: none"> <li>• This activity currently exists and implementation is on going.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Timeframe for review</li> <li>• Financial security/Letter of credit</li> <li>• Coordination with the Rice Creek Watershed District</li> <li>• This BMP will coordinate with the City SWMP upon council adoption and will adopt the procedures and recommendations of the MPCA's <i>Protecting Water Quality in Urban Areas: Best Management Practices for Minnesota</i>.</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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

<b><u>BMP Title:</u></b> Minimum Erosion and Sediment Control BMPs	
<b><u>BMP Description:</u></b> The City <b>has listed</b> minimum erosion and sedimentation control BMP requirements within the ordinance language. The BMPs are reviewed by the City during the plan review process (4-3) and will be distributed to the contractor with the permit application.	
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Year 1 – Establish list of minimum ESC BMPs for construction activities</li> <li>• Year 2 – Provide contractor list of required BMPs</li> <li>• Document modifications to construction BMP list</li> <li>• Number of contractors provided with construction BMP list</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• Year 1 – Establish list of minimum ESC BMPs for construction activities</li> <li>• Year 2 – Provide contractor list of required BMPs</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b> <ul style="list-style-type: none"> <li>• Distribute with city issued permits</li> <li>• Skimmer structures</li> <li>• Weir structures</li> <li>• NURP pond standards</li> <li>• Grassy swales</li> <li>• Buffer zones around wetland areas</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b> Providing developers and contractors with the minimum requirements for construction within the City at the time of permit issuance will encourage proper implementation of these requirements. These requirements can also be posted on the city website.	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Erosion and Sediment Control Inspection and Enforcement Program	
<b><u>BMP Description:</u></b> The City conducts erosion and sedimentation control inspection for projects. Developments or redevelopments are inspected on a weekly basis and/or after a significant rain event. Procedures for enforcement include a warning letter, stop inspection letter, and financial security to ensure proper installation and maintenance.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of warnings issued</li> <li>• Number of times financial security money is taken for ESC noncompliance</li> </ul>	<ul style="list-style-type: none"> <li>• This is an existing program within the City and implementation is on going.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Inspection schedule</li> <li>• Warning letter</li> <li>• Financial security/Letter of credit</li> <li>• The general public can submit comments and complaints related to ESC at construction sites (2-5).</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
Phone number posted on City website and newsletters for citizens to report noncompliance.	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 4-4

### 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

<b><u>BMP Title:</u></b> Erosion and Sediment Control Ordinance	
<b><u>BMP Description:</u></b> Currently an ordinance is in place to provide for review of erosion and sediment control plans. This language sets forth requirements for developers regarding erosion and sediment control. Recognizing that this language has been in place for a considerable amount of time (ca. 1982), a more appropriate policy has been defined by the city that establishes controls over erosion and sediment runoff from new developments. As part of this policy, draft ordinance language has been suggested to regulate erosion and sediment controls.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of warnings issued</li> <li>• Number of times financial security money is taken for ESC noncompliance</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – Finalize draft ordinance language on erosion and sediment control</li> <li>• Year 2 ( by March 11, 2005) – Adopt ordinances</li> <li>• On-going: Interim enforcement of erosion and sediment control through permit process.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Requirements for erosion and sediment control at all new developments of one acre or more</li> <li>• Provisions for enforcement and penalties</li> <li>• This BMP coordinates with Objective 1 in the SWMP.</li> <li>• Erosion and Sediment Control Policy for New Development.</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	



## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 4-5

**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

<b><u>BMP Title:</u></b> Construction Site Waste Control Ordinance	
<b><u>BMP Description:</u></b> The city has adopted an ordinance that requires site maintenance (waste control) on parcels that are undergoing construction activity. The waste control that is covered by the ordinance includes rubbish, debris and excess construction material.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of enforcement actions taken</li> <li>• Number of times the city was required to perform/contract clean up activity</li> </ul>	<ul style="list-style-type: none"> <li>• The ordinance currently exists and implementation is on-going.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Clearly defined removal procedures</li> <li>• Clearly defined financial security</li> <li>• Clearly defined inspection and enforcement language</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## Post-Construction Site Runoff Control

### BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 5-1

#### 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 type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Post-Construction BMPs	
<b>BMP Description:</b> The City will develop a list of minimum structural and non-structural techniques that will be required for construction activities within the City.	
<p><b>Measurable Goals:</b></p> <ul style="list-style-type: none"> <li>• Whether or not a list has been established</li> <li>• Whether or not a list has been provided</li> <li>• Number of contractors provided with construction BMP list</li> <li>• Document modifications to construction BMP list</li> </ul>	<p><b>Timeline / Implementation Schedule:</b></p> <ul style="list-style-type: none"> <li>• Year 1 – Establish list of minimum ESC BMPs for construction activities</li> <li>• Year 2 – Provide contractor list of required BMPs</li> </ul>
<p><b>Specific Components &amp; Notes (optional):</b> Examples of requirements may include:</p> <ul style="list-style-type: none"> <li>• Skimmer structures</li> <li>• Weir structures</li> <li>• NURP Pond standards</li> <li>• Grassy swales</li> <li>• Buffer zones around wetland areas</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b> This list of construction BMPs will be distributed to contractors working within the City.	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Plan Review Procedures	
<b><u>BMP Description:</u></b> Plan review procedures are identified in the City SWMP and city ordinance #8, which require submittal, review, and approval of required permit applications. Design standards and timelines for review are provided in the ordinance. The City uses this regulatory mechanism to ensure post-construction runoff control compliance with the approved Storm Water Management Plan.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Year 1 – Review existing plan review procedures</li> <li>• Year 2 – Document and implement appropriate plan review procedures</li> <li>• Number of plans reviewed</li> </ul>	<ul style="list-style-type: none"> <li>• Year 1 – Continue existing plan review procedures. Review existing plan review procedures</li> <li>• Year 2 – Document and implement plan review procedures</li> <li>• Ongoing</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
Ordinance is available on the City website or City Hall.	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 5-3

### **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 checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Post-Construction Pond Maintenance Program	
<b><u>BMP Description:</u></b> The City collects storm water fees from new construction properties for maintenance on the storm water system and ponds. The ponds are inspected annually to determine the amount of maintenance needed.	
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Percent of new construction properties charged storm water fees</li> <li>• Amount of annual storm water drainage fees collected</li> <li>• Number of ponds included in post-construction maintenance program</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• Years 1-5 – This program will be implemented in coordination with BMP 6-1.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b> <ul style="list-style-type: none"> <li>• Initial financial security</li> <li>• Annual storm water drainage system charges</li> <li>• Pond dredging</li> <li>• This BMP coordinates with Objective 4 (policy a) in the SWMP</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 5-4

### 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 checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Buffer Zone Requirements	
<b>BMP Description:</b> The City requires a minimum buffer zone on all new construction property, public or private, which abuts any water body. The city requirements are coordinated with MnDNR shoreland regulations.	
<b>Measurable Goals:</b> <ul style="list-style-type: none"> <li>• Year 1 – Documented buffer zone requirements.</li> <li>• Year 2 – Revisions to buffer zone requirements</li> <li>• Percent of new ponds with buffer zone requirements</li> </ul>	<b>Timeline / Implementation Schedule:</b> <ul style="list-style-type: none"> <li>• Year 1 – Document current buffer requirements as part of the draft Surface Water Management Plan.</li> <li>• Year 2 – Make appropriate revisions to buffer zone requirements</li> </ul>
<b>Specific Components &amp; Notes (optional):</b> <ul style="list-style-type: none"> <li>• Defined in Surface Water Management Plan</li> <li>• Included in post-construction site review</li> <li>• Coordination with MnDNR shoreland regulations</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 5-5

### 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 type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Surface Water Management Plan	
<b>BMP Description:</b> The City of Centerville is currently drafting a Surface Water Management Plan. Upon completion the plan will be adopted by council and used to define the standards, goals, policies and certain requirements which apply to the content of this permit.	
<b>Measurable Goals:</b> <ul style="list-style-type: none"> <li>• Year 1 – A finalized SWMP</li> <li>• Year 2 – Adoption of the SWMP by City council</li> <li>• Whether or not SWMP is adopted</li> </ul>	<b>Timeline / Implementation Schedule:</b> <ul style="list-style-type: none"> <li>• Year 1 – A finalized SWMP</li> <li>• Year 2 – Adoption of the SWMP by City council</li> </ul>
<b>Specific Components &amp; Notes (optional):</b> <ul style="list-style-type: none"> <li>• Watershed drainage districts and subdistricts</li> <li>• Design standards</li> <li>• Cost estimate for new storm sewer</li> <li>• Maintenance Issues of storm water improvements</li> <li>• Goals and policies relating to MCMs</li> <li>• Meet requirements of Rice Creek Watershed District</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 5-6

### **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 checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Regulations for Post-Construction Runoff Control	
<b><u>BMP Description:</u></b> Regulating post-construction runoff can protect water quality. In accordance with the Rice Creek Watershed District, the city requires that all new developments provide for treatment of storm water discharge.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>• Number of warnings issued</li> <li>• Number of times financial security money is taken for ESC noncompliance</li> </ul>	<ul style="list-style-type: none"> <li>• This is an existing program within the City and implementation is on going.</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Rate control (prevents downstream erosion)</li> <li>• Water quality (NURP) guidelines</li> <li>• Sodding/stabilization ordinance language</li> <li>• Tree planting ordinance language</li> <li>• This BMP coordinates with the Plan Review Procedures (BMP 5-2)</li> <li>• This BMP coordinates with Buffer Zone Requirements (BMP 5-4) to mitigate post-construction runoff.</li> <li>• This BMP coordinates with Objective 3 (policies a and b) in the SWMP.</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
Phone number posted on City website and newsletters for citizens to report noncompliance.	

## Pollution Prevention/Good Housekeeping

### BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Pond and Outfall Inspection and Cleaning Procedure Program	
<b><u>BMP Description:</u></b> A minimum of 20% of the Ponds and outfalls will be inspected annually until all have been inspected during the Permit period. Cleaning procedures will be based on inspection reports.	
<b><u>Measurable Goals:</u></b>	<b><u>Timeline / Implementation Schedule:</u></b>
<ul style="list-style-type: none"> <li>Number of outfalls and ponds inspected (20% minimum/year)</li> </ul>	<ul style="list-style-type: none"> <li>Inspect 20% of current outfalls and ponds annually and document cleaning actions taken</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>Outfall cleaning procedures and inspection schedule</li> <li>Pond cleaning procedures and inspection schedule</li> <li>Keep records of inspection results, date and any maintenance performed or recommended</li> </ul>	
<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	



## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Storm Drainage System Inspection and Cleaning	
<b>BMP Description:</b> The City currently inspects and cleans culverts on an as needed basis. The City will develop a culvert and inlet inspection program which will include documenting the culverts and inlets inspected along with the inspection results and the actions taken.	
<b>Measurable Goals:</b> <ul style="list-style-type: none"> <li>• Year 1 – Document existing cleaning program and justification</li> <li>• Number of culverts and inlets cleaned and inspected</li> <li>• Number of culverts and inlets full of sediment or debris</li> </ul>	<b>Timeline / Implementation Schedule:</b> <ul style="list-style-type: none"> <li>• Year 1 – Document existing cleaning program and justification</li> </ul>
<b>Specific Components &amp; Notes (optional):</b> <ul style="list-style-type: none"> <li>• Culvert and inlet cleaning and inspection schedule</li> <li>• Removal of foreign items, trash and debris can prevent illicit discharges to the MS4.</li> <li>• Visual inspections allow for potential detection of dry weather flow or other out of the ordinary storm water occurrences.</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Equipment Maintenance Program	
<b><u>BMP Description:</u></b> The Public Works department provides scheduled maintenance and safety checks on City vehicles. An inside wash bay is used to wash all vehicles. The City will evaluate the existing program and document all vehicle inspections and maintenance.	
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Year 1 – Documentation vehicle maintenance and documentation program</li> <li>• Year 2 – Implement vehicle maintenance and documentation program</li> <li>• Number of equipment maintained</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• Year 1 – Establish vehicle maintenance and documentation program</li> <li>• Year 2 – Implement vehicle maintenance and documentation program</li> </ul>
<b><u>Specific Components &amp; Notes (optional):</u></b> <ul style="list-style-type: none"> <li>• Scheduled maintenance</li> <li>• Inside wash bay</li> <li>• Wastewater separator</li> <li>• Oil and antifreeze recycling</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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

<b>BMP Title:</b> Municipal Street Sweeping Program	
<b>BMP Description:</b> City streets are swept twice each year and on an “as-needed” basis. This prevents leaves, grit and other debris from entering the MS4.	
<b>Measurable Goals:</b>	<b>Timeline / Implementation Schedule:</b>
<ul style="list-style-type: none"> <li>Number of times streets are swept</li> </ul>	<ul style="list-style-type: none"> <li>This is currently an existing program within the City and implementation is on going</li> </ul>
<b>Specific Components &amp; Notes (optional):</b>	
<ul style="list-style-type: none"> <li>Bi-annual street sweeping (100% of the streets)</li> <li>This BMP coordinates with Objective 3 (policy c) in the SWMP</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	
Annual employee training	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b>BMP Title:</b> Pollution Control Device Inspection and Cleaning Program	
<b>BMP Description:</b> Pollution control devices within the City are inspected on an annual basis. A record will be maintained of the inspections and inspection results. Cleaning procedures or adjustment to inspection frequency will be based on inspection reports.	
<b>Measurable Goals:</b> <ul style="list-style-type: none"> <li>Percent of pollution control devices inspected</li> <li>Number of pollution control devices needing maintenance</li> <li>Record of device inspection results</li> </ul>	<b>Timeline / Implementation Schedule:</b> <ul style="list-style-type: none"> <li>This activity will be implemented yearly</li> </ul>
<b>Specific Components &amp; Notes (optional):</b>	
<ul style="list-style-type: none"> <li>Pollution control device inspection schedule</li> </ul>	
<b>Responsible Person</b>	<b>Responsible Department</b>
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>
<b>Educational components related to this BMP (description or number – optional):</b>	
Phone number posted on City website and newsletters for citizens to report noncompliance.	

## BMP Page

**MS4 Name:** City of Centerville

**Unique Identifying Number:** 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 type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Municipal Staff Training											
<b><u>BMP Description:</u></b> Training components will allow city staff, especially Public Works, to know the proper techniques and methods for preventing threats to water quality in the MS4.											
<b><u>Measurable Goals:</u></b> <ul style="list-style-type: none"> <li>• Number city staff trained</li> </ul>	<b><u>Timeline / Implementation Schedule:</u></b> <ul style="list-style-type: none"> <li>• Year 2 – Collect and review all existing information on municipal training programs, procedures and information</li> <li>• Year 3 – Synthesize existing information into an organized approach</li> <li>• Year 4 – Identify gaps and add new information</li> <li>• Year 5 (by March 2008) – Implement updated existing training plan</li> </ul> Due to limited funding and human resources, implementation cannot occur immediately										
<b><u>Specific Components &amp; Notes (optional):</u></b> The following components will be evaluated for inclusion in an overall training program: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Fertilizer application training</td> <td style="width: 50%;">Pesticide/herbicide application training</td> </tr> <tr> <td>Mowing discharge training</td> <td>Vehicle inspection training</td> </tr> <tr> <td>Spill clean-up training</td> <td>Hazardous materials training and certification</td> </tr> <tr> <td>Underground tank leak detection</td> <td>Debris removal training</td> </tr> <tr> <td>Catch basin/manhole training</td> <td>Sewer cleaning training</td> </tr> </table>		Fertilizer application training	Pesticide/herbicide application training	Mowing discharge training	Vehicle inspection training	Spill clean-up training	Hazardous materials training and certification	Underground tank leak detection	Debris removal training	Catch basin/manhole training	Sewer cleaning training
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<b><u>Responsible Person</u></b>	<b><u>Responsible Department</u></b>										
<b>Name:</b> Kim Moore-Sykes	<b>Department:</b> Public Works										
<b>Title:</b> City Administrator	<b>Dept. Head:</b> Paul Palzer										
<b>Phone:</b> (651) 429-3232	<b>Phone:</b> (651) 429-3232										
<b>E-mail:</b> <a href="mailto:ksykes@centervillemn.us">ksykes@centervillemn.us</a>	<b>E-mail:</b> <a href="mailto:ppalzer@centervillemn.com">ppalzer@centervillemn.com</a>										
<b><u>Educational components related to this BMP (description or number – optional):</u></b> Phone number posted on City website and newsletters for citizens to report noncompliance.											

