MCM 1: Public Education and Outreach

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

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

Q3 If "Yes" in Q2, what is your stormwater-related issue(s)? Check all that apply.
   X Total Maximum Daily Loads (TMDLs)
   X Local businesses
   X Residential best management practices (BMPs)
   X Pet waste
   X Yard waste
   X Deicing materials
   X Household chemicals
   X Construction activities
   X Post-construction activities
   Other
   If "Other," describe:

Q4 Have you distributed educational materials or equivalent outreach to the public focused on illicit discharge recognition and reporting? [Part III.D.1.a.(2)]
   Yes

Q5 Do you have an implementation plan as required by the Permit? [Part III.D.1.b.]
   Yes
Q6 How did you distribute educational materials or equivalent outreach? [Part III.D.1.a.] Check all that apply in the table below.

Q7 For the items checked in Q6 below, who is the intended audience? Check all that apply in the table below.

Q8 For the items checked in Q6 below, enter the total circulation/audience in the table below (if unknown, use best estimate).

<table>
<thead>
<tr>
<th>How did you distribute educational materials or equivalent outreach?</th>
<th>Intended audience? Check all that apply:</th>
<th>Total circulation/audience: (if unknown, best est.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residents</td>
<td>Local businesses</td>
<td>Developers</td>
</tr>
<tr>
<td>X Brochure</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Newsletter</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utility bill insert</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Newspaper ad</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Radio ad</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Television ad</td>
<td></td>
<td></td>
</tr>
<tr>
<td>X Stormwater-related event</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>School project or presentation</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>X Website</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>X Other (1)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Describe: Transit Advertising &amp; Billboards (# of impressions)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>X Other (2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Describe: Website Banners (# of impressions)</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>X Other (3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Describe: Public Venue / Business Ads (# of impressions)</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

For Q9 and Q10 below, provide a brief description of each activity related to public education and outreach (e.g. rain garden workshop, school presentation, public works open house) held and the date each activity was held from January 1, 2018 to December 31, 2018. [Part III.D.1.c.(4)]

<table>
<thead>
<tr>
<th>Date of Activity</th>
<th>Description of Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/2/2018</td>
<td>MS4 Public Forum: exhibitor booth at WaterFest</td>
</tr>
<tr>
<td>3/13/2018</td>
<td>2018 Utility Coordination Meeting</td>
</tr>
<tr>
<td>10/23/2018</td>
<td>Presentation on chloride use and trends</td>
</tr>
<tr>
<td>1/1/2018</td>
<td>Aquatic Invasive Species (AIS) / Cooperative Weed Management presentations and meetings - Water Quality is a component of these: 12 monthly civic gov't meetings; 2 lake assoc meetings, 2 AIS Task Force</td>
</tr>
</tbody>
</table>

Q11 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.] If "Yes," describe those modifications:

Yes

1. Changed our public meeting to an exhibitor booth at Phalen WaterFest, a water quality festival hosted by Ramsey-Washington Metro Watershed District. 2. We developed an IDDE Brochure that was distributed at our exhibitor booth at WaterFest and at Ramsey County Library locations

MCM 2: Public Participation/Involvement

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

Q12 You must provide a minimum of one opportunity each year for the public to provide input on the adequacy of your Stormwater Pollution Prevention Program (SWPPP). Did you provide this opportunity between January 1, 2018 and December 31, 2018? [Part III.D.2.a.(1)]

Yes
Q13 If 'Yes' in Q12, what was the opportunity that you provided? Check all that apply.

- [X] Public meeting
- [X] Public event
- Other

Q14 If 'Public meeting' in Q13, did you hold a stand-alone meeting or combine it with another event?

- Combined

Enter the date of the public meeting: 6/2/2018
Enter the number of citizens that attended and were informed about your SWPPP: 35

Q15 If 'Public Event' in Q13.
Describe:

Enter the date of the public event:

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

Q16 If 'Other' in Q13.
Describe:

Enter the date of the 'other' event:

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

Q17 Between January 1, 2018 and December 31, 2018, did you receive any input regarding your SWPPP?

- No

If 'Yes', enter the total number of individuals or organizations that provided comments on your SWPPP:

Q18 If 'Yes' in Q17, did you modify your SWPPP as a result of written input received? [Part III.D.2.b.(2)]
If 'Yes', describe those modifications:

- Yes

We changed our public forum/meeting format to an exhibitor booth at Phalen WaterFest, a water quality event hosted by Ramsey-Washington Metro Watershed District. We had never had good attendance at our annual meetings, and we wanted to move to a forum that provided better public interaction. The event went well enough that we continued this in 2019.

Q19 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.]
If 'Yes', describe those modifications:

- Yes

MCM 3: Illicit Discharge Detection and Elimination

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

Q20 Do you have a regulatory mechanism which prohibits non-stormwater discharges to your MS4?

- Yes

Q21 Did you identify any illicit discharges between January 1, 2018 and December 31, 2018? [Part III.D.3.h.(4)]

- Yes

Q22 If 'Yes' in Q21, enter the number of illicit discharges detected:

- 18

Q23 If 'Yes' in Q21, how did you discover these illicit discharges? Check all that apply.

- [X] Public complaint
- [X] Staff

Q24 If 'Public complaint' in Q23, enter the number discovered by the public:

- 5

Q25 If 'Staff' in Q23, enter the number discovered by staff:

- 10
Q26: If ‘Yes’ in Q21, did any of the discovered illicit discharges result in an enforcement action (this includes verbal warnings)?
Yes

Q27: If ‘Yes’ in Q26, what type of enforcement action(s) was taken and how many of each action were issued between January 1, 2018 and December 31, 2018? Check all that apply.

<table>
<thead>
<tr>
<th>Number issued:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Verbal warning</td>
</tr>
<tr>
<td>Notice of violation</td>
</tr>
<tr>
<td>Fine</td>
</tr>
<tr>
<td>Criminal action</td>
</tr>
<tr>
<td>Civil penalty</td>
</tr>
<tr>
<td>Other</td>
</tr>
</tbody>
</table>

If ‘Other’, describe: emailed warning

Q28: If ‘Yes’ in Q26, did the enforcement action(s) taken sufficiently address the illicit discharge(s)?
Yes

Q29: If ‘No’ in Q28, why was the enforcement not sufficient to address the illicit discharge(s)?

Q30: Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.]
Yes

Q31: Between January 1, 2018 and December 31, 2018, did you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges) and reporting illicit discharges for further investigations? [Part III.D.3.e.]
Yes

Q32: If ‘Yes’ in Q31, how did you train your field staff? Check all that apply.

| X Email |
| X Powerpoint |
| Video |
| Field Training |
| Other |

If ‘Other’, describe: Storm Sewer Inspection Manual for temporary field staff

Q33: Did you update your storm sewer system map between January 1, 2018 and December 31, 2018? [Part III.C.1.]
Yes

Q34: Does your storm sewer map include all pipes 12 inches or greater in diameter and the direction of stormwater flow in those pipes? [Part III.C.1.a.]
Yes

Q35: Does your storm sewer map include outfalls, including a unique identification (ID) number and an associated geographic coordinate? [Part III.C.1.b.]
Yes

Q36: Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.]
Yes

Q37: Does your storm sewer map include all receiving waters? [Part III.C.1.d.]
Yes

Q38: In what format is your storm sewer map available?

| GIS |

If ‘Other’, describe: Edraw

Q39: Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination (IDDE) program? [Part IV.B.]
Yes

We developed an IDDE brochure for the public and distributed it at our WaterFest booth and at all Ramsey County Library locations

MCM 4: Construction Site Stormwater Runoff Control

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

Q40: Do you have a regulatory mechanism that is at least as stringent as the Agency’s general permit to Discharge Stormwater Associated with Construction Activity (CSW Permit) No. MN R100001 (http://www.pca.state.mn.us/index.php/view-document.html?gid=18984) for erosion and sediment controls and waste controls? [Part III.D.4.a.]
No
Q41 Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.]  
Yes

Q42 Have you documented each site plan review as required by the Permit? [Part III.D.4.f.]  
Yes

Q43 Enter the number of site plan reviews conducted for sites an acre or greater between January 1, 2018 and December 31, 2018:  
11

Q44 What types of enforcement actions do you have available to compel compliance with your regulatory mechanism? Check all that apply and enter the number of each used from January 1, 2018 to December 31, 2018.

<table>
<thead>
<tr>
<th>Number issued</th>
<th>Type of Enforcement</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Verbal warning</td>
</tr>
<tr>
<td>1</td>
<td>Notice of violation</td>
</tr>
<tr>
<td>0</td>
<td>Administrative order</td>
</tr>
<tr>
<td>0</td>
<td>Stop-work order</td>
</tr>
<tr>
<td>0</td>
<td>Fine</td>
</tr>
<tr>
<td>0</td>
<td>Forfeit of security bond money</td>
</tr>
<tr>
<td>0</td>
<td>Withholding of certificate of occupancy</td>
</tr>
<tr>
<td>0</td>
<td>Criminal action</td>
</tr>
<tr>
<td>0</td>
<td>Civil penalty</td>
</tr>
<tr>
<td>0</td>
<td>Other</td>
</tr>
</tbody>
</table>

If 'Other', describe:

Q45 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? [Part III.B.]  
Yes

Q46 Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2018 and December 31, 2018:  
8

Q47 Do you have written procedures for identifying priority sites for inspections? [Part III.D.4.d.(1)]  
Yes

Q48 If 'Yes' in Q47, how are sites prioritized for inspections? Check all that apply.

<table>
<thead>
<tr>
<th>Site topography</th>
<th>Soil characteristics</th>
<th>Types of receiving water(s)</th>
<th>Stage of construction</th>
<th>Compliance history</th>
<th>Weather conditions</th>
<th>Citizen complaints</th>
<th>Project size</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

If 'Other', describe:

Q49 Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)]  
Yes

Q50 Enter the number of site inspections conducted for sites an acre or greater between January 1, 2018 and December 31, 2018:  
79

Q51 Enter the frequency at which site inspections are conducted (e.g. daily, weekly, monthly): [Part III.D.4.d.(2)]

Weekly for large construction projects (mostly performed by our contractors with oversight by staff). Right-of-Way Permit inspections are usually for short term projects and are inspected at least once.

Q52 Enter the number of trained inspectors that were available for construction site inspections between January 1, 2018 and December 31, 2018:  
4

Q53 Provide the contact information for the inspector(s) and/or organization that conducts construction stormwater inspections for your MS4. List your primary construction stormwater contact first if you have multiple inspectors.

<table>
<thead>
<tr>
<th>Inspector Name</th>
<th>Organization</th>
<th>Phone (Office)</th>
<th>Phone (Work Cell)</th>
<th>Email</th>
<th>Preferred contact method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alan Rupnow</td>
<td>Ramsey County Public Works</td>
<td>651-266-7159</td>
<td>651-755-4151</td>
<td><a href="mailto:alan.rupnow@ramseycounty.us">alan.rupnow@ramseycounty.us</a></td>
<td>email</td>
</tr>
<tr>
<td>Molly Churchich</td>
<td>Ramsey County Public Works</td>
<td>651-266-7109</td>
<td>651-248-9414</td>
<td><a href="mailto:molly.churchich@ramseycounty.us">molly.churchich@ramseycounty.us</a></td>
<td>email</td>
</tr>
<tr>
<td>Ben Hofschulte</td>
<td>Ramsey County Public Works</td>
<td>651-368-0971</td>
<td>651-266-7198</td>
<td><a href="mailto:BENJAMIN.HOFSCULTE@RAMSEYCOUNTY.US">BENJAMIN.HOFSCULTE@RAMSEYCOUNTY.US</a></td>
<td>email</td>
</tr>
</tbody>
</table>
Q54  What training did inspectors receive? Check all that apply.

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

If 'Other,' describe:

Q55  Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]

If 'Yes,' describe those modifications:

No

MCM 5: Post-Construction Stormwater Management

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

Q56  Do you have a regulatory mechanism which meets all requirements as specified in Part III.D.5.a of the Permit?

No

Q57  What approach are you using to meet the performance standard for Volume, Total Suspended Solids (TSS), and Total Phosphorus (TP) as required by the Permit? [Part III.D.5.a.(2)] Check all that apply.

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

If 'Other,' describe:

Q58  Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.]

No

Q59  Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your post-construction site stormwater management program? [Part IV.B.]

If 'Yes,' describe those modifications:

No

MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

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

Q60  Enter the total number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds within your MS4 [exclude privately owned].

<table>
<thead>
<tr>
<th>Structural stormwater BMPs</th>
<th>33</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outfalls</td>
<td>2665</td>
</tr>
<tr>
<td>Ponds</td>
<td>39</td>
</tr>
</tbody>
</table>

Q61  Enter the number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds that were inspected from January 1, 2018 to December 31, 2018 within your MS4 [exclude privately owned]. [Part III.D.6.e.]

| Structural stormwater BMPs | 28 |
| Outfalls                  | 727 |
| Ponds                     | 74 |

Q62  Have you developed an alternative inspection frequency for any structural stormwater BMPs, as allowed in Part III.D.6.e.(1) of the Permit?

No
Q63 Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)]

Yes

Q64 If ‘Yes,’ briefly describe the maintenance that was conducted:

Debris and sediment cleanout

Q65 Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)]

Yes

Q66 If ‘Yes’ in Q65, did you inspect all stockpiles and storage and material handling areas quarterly? [Part III.D.6.e.(3)]

Yes

Q67 If ‘Yes’ in Q66, based on inspection findings, did you conduct maintenance at any of the stockpiles and/or storage and material handling areas?

Yes

Q68 If ‘Yes’ in Q67, briefly describe the maintenance that was conducted:

Stockpile stabilization, sediment sump cleanout, replacement of oil/gas skimmers, sweeper/cleaner on soiled/salty surfaces

Q69 Between January 1, 2018 and December 31, 2018, did you modify your BMPs, measurable goals, or future plans for your pollution prevention/good housekeeping for municipal operations program? [Part IV.B.]

If ‘Yes,’ describe those modifications:

We added a new facility(stockpile site and created a SWPPP for the site. This is a temporary site, but it is expected to be part of our program for a few years.

Discharges to Impaired Waters with a USEPA-Approved TMDL that Includes an applicable WLA


Q71 Successfully uploaded file: File successfully attached.

Alum or Ferric Chloride Phosphorus Treatment Systems

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

‘Alum or Ferric Chloride Phosphorus Treatment Systems’ section not required for Ramsey County Public Works MS4.

Q72 Date(s) of operation (mm/dd/yyyy - mm/dd/yyyy)

<table>
<thead>
<tr>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q73 Chemical(s) used for treatment:

Q74 Gallons of alum or ferric chloride treatment:

Q75 Gallons of water treated:

Q76 Calculated pounds of phosphorus removed:
**Partnerships**

Q77  Any performance issues and corrective action(s), including the date(s) when corrective action(s) were taken, between January 1, 2018 and December 31, 2018:

---

**Additional Information**

If you would like to provide any additional files to accompany your annual report, use the space below to upload those files. For each space, you may attach one file. You may provide additional explanation and/or information in an email with the subject YourMS4NameHere_2018AR to ms4permitprogram.pca@state.mn.us.

| Q80 | Successfully uploaded file: | File successfully attached. |
| Q81 | Successfully uploaded file: | No file attached. |
| Q82 | Successfully uploaded file: | No file attached. |

Q83  Optional, describe the file(s) uploaded:

- Q80 - Ramsey County IDDE Brochure

---

**Owner of Operator Certification**

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

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

| Yes |

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

- Name: Ted Schoenecker
- Title: Public Works Director / County engineer
- Date: 6/24/2019