

Millbrook-Redbud Campus MS4 Annual Report Checklist 2020-2021

<i>Permit Section</i>	<i>Topic Addressed</i>	<i>Annual Reporting Requirements</i>
General Annual Reporting Requirements		
Part I.D.2.a	General Information	Frederick County Public Schools - Millbrook High School/Redbud Run Elementary School Campus Permit #VAR040113
Part I.D.2.b	Reporting Period	Reporting year 2020-2021
Part I.D.2.c	Signed Certification	Certificate attached signed by Dr. Sovine, Superintendent of Schools
Part I.D.2.d	Reporting for MCM No. 1-6	Information is provided in chart labeled as Item B.
Part I.D.2.e	Evaluation of the MS4 Program Implementation	Each MCM has been evaluated in short summary on chart Item B.
MCM #1 – Public Education and Outreach		
Part I.E.1.g (1)	High-Priority Stormwater Issues	High-Priority Issues: 1. Pollution Control 2. Nutrient/Sediment Pollution 3. Stormwater Management/Water Conservation
Part I.E.1.g (2)	Strategies Used	Traditional written materials or newsletters and curriculum materials at each grade level of targeted audience and links to EPA website in regards to stormwater management articles.
MCM #2 – Public Involvement and Participation		
Part I.E.2.f (1)	Public Input	No comments were received during reporting period.
Part I.E.2.f (2)	Webpage	Current website address for MS4 page - https://www.frederickcountyschoolsva.net/Domain/628
Part I.E.2.f (3)	Public Involvement Activities	Due to COVID-19 restraints last year, activities and participants were very limited. However, activities were held with limited participation.
Part I.E.2.f (4)	Report of the Metric for each Activity	Due to COVID-19 restraints last year, metrics were difficult. Discussions are planned to develop appropriate metrics such as potentially a survey questionnaire for a before and after response to an activity.
Part I.E.2.f (4)	Collaboration with Other MS4 Permit Holders	No collaboration with other MS4 permittees occurred this reporting period.

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MCM #3 – Illicit Discharge Detection and Elimination		
Part I.E.3.e (1)	Map and Information Table	The MS4 Map has been updated to reflect changes which occurred this reporting period. These changes have been uploaded to the BMP Warehouse. Map and confirmation statement included in the BMP appendix for this reporting period. (BMP 3.1)
Part I.E.3.e (2)	Outfall Screening	There are 8 outfalls in the MS4 area. All 8 were inspected during the maintenance and improvements project on campus.
Part I.E.3.e (3)	Illicit Discharge Summary	No illicit discharges occurred during this reporting period. (Excel sheet provided in BMP 3.3 in the appendix documenting no illicit discharges; copy reporting form also included.
Part I.E.3.e (3) (a)	Illicit Discharge Source	N/A
Part I.E.3.e (3) (b)	Discharge Dates	N/A
Part I.E.3.e (3) (c)	Discovery Method	N/A
Part I.E.3.e (3) (d)	Resolution of the Illicit	N/A
Part I.E.3.e (3) (e)	Follow-up Activities	N/A
Part I.E.3.e (3) (f)	Closure Date	N/A
MCM #4 – Construction Site Stormwater Runoff		
Part I.E.4.d (1)	Construction Stormwater Implementation	There was one construction project performed in the MS4 area during the reporting period. The purpose of this project was to maintain the existing stormwater BMP's and install a new stormwater BMP in conformance with the Chesapeake Bay TMDL Plan.
Part I.E.4.d (1)(a)	Confirmation Statement	The land disturbing project that occurred during the reporting period was conducted in accordance with the current DEQ approved E&S specifications.
Part I.E.4.d (1)(b)	Explanation as to Why the Projects did not Conform to Approved Standards and Specifications	N/A
Part I.E.4.d (2)	Number of Inspections	A total of four inspections were conducted during the construction period by the Licensed Civil Engineer of record.
Part I.E.4.d (3)	Enforcement Actions	No enforcement actions were required.

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MCM #5 – Post-Construction Stormwater Management for New Development and Development on Prior Developed Lands		
Part I.E.5.i (1)	VSMP Implementation	N/A
Part I.E.5.i (1)(a)	Private SMF Inspections	N/A
Part I.E.5.i (1)(b)	Enforcement Actions	N/A
Part I.E.5.i (2)	SMF Inspections	All stormwater facilities were inspected before, during, and after the stormwater maintenance and improvement project which was performed this reporting period.
Part I.E.5.i (3)	SMF Significant Maintenance, Repair, Retrofit	As part of the stormwater maintenance and improvement project, repairs were made to outlet protection, eroded areas, pond embankments, channels, and outlet structures to ensure proper function and maintainability.
Part I.E.5.i (4)	Construction Database Submittal Confirmation	No projects were performed which required coverage under the General VDPES Permit for Discharges of Stormwater.
Part I.E.5.i (5)	BMP Warehouse Submittal Confirmation	There was one new BMP constructed during this reporting period. This BMP was reported into the DEQ BMP Warehouse per Part I.E.5.g of the MS4 General Permit.
MCM #6 – Pollution Prevention/Good Housekeeping for Facilities Within the MS4 Area Owned and Operated by the Permittee		
Part I.E.6.q (1)	Operation Procedures Summary	No changes any operational procedures occurred during the reporting period.
Part I.E.6.q (2)	New SWPPP Summary	No new SWPPP's were required during the reporting period.
Part I.E.6.q (3)	SWPPP Modifications/Removal of	No SWPPP's were modified during the reporting period.
Part I.E.6.q (4)	NMP Summary	No new NMP's were implemented during the reporting period.
Part I.E.6.q (4)(a)	Location/Acreage of Each Land Area	N/A
Part I.E.6.q (4)(b)	Dates of Approved NMPs.	N/A
Part I.E.6.q (5)	Training Events	Training sessions for bus drivers (Transportation Dept.) and Parks & Recreation Department were conducted during the reporting period.
Part I.E.6.q (5)(a)	Date of the Training Event	See Appendix MCM#6/BMP 6.3 for specific dates of training for responsible parties.
Part I.E.6.q (5)(b)	Number of Employees Attending the Training Event	See Appendix MCM#6/BMP BMP 6.3 for number of employees attending training sessions.

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Part I.E.6.q (5)(c)	Objective of the Training Event.	See Appendix MCM#6/BMPBMP 6.3 for content of training events. Parks and Rec.'s training involved proper application of chemicals to area; Transportation trains new drivers how to properly clean up spills (gas, oil, etc.) as well as educating the drivers on importance of wastewater management, pollution control, etc.
Chesapeake Bay TMDL Information		
Part II.A.13.a	BMPs not Reported to the BMP Warehouse	There are no new BMP's which have not been reported to the DEQ BMP Warehouse.
Part II.A.13.b	Credits	Nutrient Credits were purchased to meet a portion of the required reductions during this reporting period.
Part II.A.13.c	Progress Toward Meeting Required	The MS4 is up to date with all of the required cumulative reductions for total nitrogen, total phosphorus, and total suspended solids.
Part II.A.13.d	BMPs Planned for the Next Reporting Period	No new BMP's are required or planned for the next reporting period.
Local TMDL Information		
Part II.B.9	Summary of Actions	N/A

Item B

	Best Management Practice (BMP)	BMP Implementation	Evaluation Effectiveness
MCM 1 Public Education and Outreach on Stormwater Impacts	BMP 1.1-School Curriculum	Both Redbud Elementary and Millbrook High curriculum address one or more of the <i>high impact water quality issues</i> . (see <i>BMP 1.1 in appendix for specific details</i>)	BMP has been effective; no changes in plan necessary.
MCM 1 Public Education and Outreach on Stormwater Impacts	BMP 1.2-School Newsletters	Newsletters from both sites were sent electronically to parents and staff. Newsletters from both sites covered one or more high impact quality water issues using links to resources, articles or "green tips." (see <i>MCM #1- BMP 1.2 in appendix for specific details</i>).	BMP has been effective; no changes in plan necessary.
MCM 1 Public Education and Outreach on Stormwater Impacts	BMP 1.3-School Websites	Each school's website has link to the MS4 website page. The page contains a link to the EPA site with links to access to a wide array of articles which address the high impact water quality issues.	BMP has been effective, however, there are plans to include more resource links as well as pictures on the website.
MCM 2 Public Involvement/ Participation	BMP 2.1-MS4 Program Plan	Comment form in place; however, no public comments were received.	BMP has been effective; no changes in plan necessary.
MCM 2 Public Involvement/ Participation	BMP 2.2-Activity Participation	Documents submitted are appropriate for BMP. Due to the COVID-19 restrictions, many planned activities for the schools could not be held. The participants were very limited to the events that were held. (see <i>MCM #2-BMP 2.2 in appendix for specific details</i>)	BMP has been effective, however there are plans to implement a means to determine effectiveness of events such as a before and after event survey.
MCM 3 Illicit Discharge Detection and Elimination	BMP 3.1-Storm Drain Map	Storm drain map found in appendix-MCM #3-BMP 3.1-Asbuilts for the construction project are also included.	BMP has been effective; no changes in plan necessary.
MCM 3 Illicit Discharge Detection and Elimination MCM 3	BMP 3.2-Illicit Discharge Screening	Custodians at both sites completed 4 quarterly inspections for the 2020-2021 reporting year. (see <i>MCM #3--BMP 3.2</i>)	BMP has been effective; no changes in plan necessary.

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MCM 3 Illicit Discharge Detection and Elimination	BMP 3.3-Illicit Discharge Reporting	No illicit discharges reported for the 2021 reporting period.	BMP has been effective; no changes in plan necessary
MCM 3 Illicit Discharge Detection and Elimination	BMP 3.4-Public Reporting of Erosion and Sediment Control Issues	Procedures for reporting erosion and sediment control issues are in place on MS4 website page.	BMP has been effective; no changes in plan necessary.
MCM 4 Construction Site Stormwater Runoff Control	BMP 4.1-Erosion and Sediment Control Design	No regulated land-disturbing occurred on campus; therefore an approval letter was not needed.	BMP has been effective; no changes in plan necessary
MCM 4 Construction Site Stormwater RunoffControl	BMP 4.2-Erosion and Sediment Control for Construction	No regulated land-disturbing activities occurred on campus during the 2020-2021 reporting year; therefore, no permits were necessary.	BMP has been effective; no changes in plan necessary
MCM 4 Construction Site Stormwater RunoffControl	BMP 4.3-Erosion and Sediment Control for Small Projects	One small non-regulated construction project occurred on campus which was less than one acre. Four inspections were performed by the civil engineer of record throughout the project. Copies of RLD certificates can be found in MCM#4-BMP 4.3 of the MCMs/BMPs Appendix.	BMP has been effective; no changes in plan necessary
MCM 4 Construction Site Stormwater RunoffControl	BMP 4.4-Clerk of the Works for VSMP Projects	No VSMP projects occurred on campus; therefore, a clerk of works was not needed.	BMP has been effective; no changes in plan necessary
MCM 5 Post-Construction Stormwater Management in New Development and Development on Prior Developed Lands	BMP 5.1-Stormwater Management Facilities Design	No regulated land disturbing activities occurred in the 2020-2021 reporting period.	BMP has been effective; no changes in plan necessary

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	Best Management Practice (BMP)	BMP Implementation	Evaluation Effectiveness
<p>MCM 5 Post-Construction Stormwater Management in New Development and Development on Prior Developed Lands</p>	<p>BMP 5.2-Stormwater Management Facilities Inspections and Inventory</p>	<p>An updated copy of the electronic spreadsheet and confirmation statement confirming that information has been reported to the DEQ BMP Warehouse can be found in the Appendix MCM #5-BMP 5.2</p>	<p>BMP has been effective; no changes in plan necessary</p>
<p>MCM 5 Post-Construction Stormwater Management in New Development and Development on Prior Developed Lands</p>	<p>BMP 5.3-Stormwater Management Facilities Inspections and Maintenance</p>	<p>Inspections were not completed during the reporting period. Inspections were completed on 9/25/21 and will be reported in the next period. This will result in two inspection reports for the next period.</p>	<p>BMP has been effective; no changes in plan necessary</p>
<p>MCM 6 Pollution Prevention/Good Housekeeping for Facility Operations</p>	<p>BMP 6.1-Operations and Maintenance</p>	<p>No changes to database.</p>	<p>BMP has been effective; no changes in plan necessary</p>
<p>MCM 6 Pollution Prevention/Good Housekeeping for Facility Operations</p>	<p>BMP 6.2-Nutrient Management</p>	<p>Nutrient Plan is in place (see Appendix MCM #6-BMP 6.2 for specific details).</p>	<p>BMP has been effective; no changes in plan necessary</p>
<p>MCM 6 Pollution Prevention/Good Housekeeping for Facility Operations</p>	<p>BMP 6.3-Training Programs</p>	<p>Custodial staff training did not occur this period; however, staff at the MHS/RBR Elem. School Campus didn't change, and training had been done the previous year. Transportation completed training for the 2020-2021 reporting year. (see Appendix MCM #6-BMP. 6.3 for details)</p>	<p>BMP is effective and no changes are necessary.</p>