

City of Santa Fe, New Mexico


memo

DATE: September 29, 2021

TO: Jarel-LaPan Hill, City Manager

VIA: Regina Wheeler
Regina Wheeler (Sep 29, 2021 20:25 MDT)

Regina Wheeler, Public Works Department Director

Melissa A. McDonald, Acting Parks Department Director & River & Watershed Manager  MMC

FROM: David N. Pike, Stormwater Project Administrator- Compliance Officer 

Michelle P. Gutierrez, Stormwater Section Project Specialist 

PURPOSE: Annual Report for EPA Municipal Separate Storm Sewer System (MS4) Submittal

REQUESTED ACTION: City manager signature, upon review. Please go to page 8 of 8 of the MS4 Annual Report (to view online go to https://www.santafenm.gov/ms4_cooperative), sign and date it in the appropriate signature box. Upon signature, please email back confirmation to dnpike@santafenm.gov.

BACKGROUND: As stormwater runoff flows to the storm drain system, it flows along streets and over impervious pavements collecting pollutants left on the ground. These contaminants such as oils, trash, and pet waste degrade water quality and pollute neighboring waterways including arroyos and the Santa Fe River.

To help limit pollution of surface waters, the Environmental Protection Agency (EPA) created the Municipal Separate Storm Sewer System (MS4) Permit Program; the Santa Fe urbanized areas is currently covered under MS4 Permit NMR040000. The Santa Fe urbanized the permittees include the City of Santa Fe, Santa Fe County, and NM Department of Transportation District 5. To comply with the federally mandated requirements of the permit, each permittee must develop and implement a comprehensive Stormwater Management Plan (SWMP).

The purpose of the attached annual report is to document the status of the City's SWMP and the steps taken to ensure compliance under the current sMS4 Permit. The report was compiled by David Pike, NPDES Compliance Officer, and represents a compilation of materials submitted by appropriate departments and/or divisions. All supporting documentation can be found using the following links:

- 2020-2021 MS4 Annual Report: https://www.santafenm.gov/ms4_cooperative
- NMED Stormwater Water Quality Report: https://www.santafenm.gov/ms4_cooperative

- Post Construction LID Guidebook: https://www.santafenm.gov/ms4_cooperative
- GIS Mapped Storm Drain Inlet Maps: https://www.santafenm.gov/river_and_watershed
- Stormwater System Drainage Modeling: https://www.santafenm.gov/river_and_watershed
- NMDOT's Draft NPDES Manual: https://www.santafenm.gov/ms4_cooperative
- CSF Stormwater Management Strategic Plan https://www.santafenm.gov/river_and_watershed

The draft annual report has been posted on the City's website. Additional information such as Notice of Violation forms, correspondence and program information are available upon request.

SUMMARY: The Stormwater Section has been successful in working with other departments and divisions to implement the SWMP in compliance with the NMR040000 Permit, data and metrics for city-wide stormwater management can be found in the attached document: 2020-2021 MS4 Annual Report Summary.

Some highlights of this year's accomplishments include:

Public Engagement during COVID:

- We expanded use of door hangers alerting residents of improper stormwater management practices and gave phone numbers for resources regarding proper BMPs.
- Continued working with the River Commission on their efforts to increase public awareness around pest waste, water harvesting, and riparian health through letters to the editor, social media campaigns, and PSAs.
- Updated Scoop the Poop Campaign to new slogan: "Keep it Clean, We're all Downstream"
 - 150 upcycled dog bag dispensers with educational packaging were distributed to the public at various events.

Pollution Prevention:

- Trash racks, to limit stormwater pollution, have been designed and will be installed in the fall of 2021 to comply with the more stringent sMS4 Permit expected in 2022. As of 6/30/21 design is 100% complete, fabrications and installation is slated for fall of 2021. The trash racks will be placed under Camino de las Crucitas and the Canada Rincon Arroyo.
- A stormwater survey was deployed across multiple platforms including the City of Santa Fe's Facebook page to help gauge the effectiveness of the City's Stormwater Program. The results will help inform how the stormwater section targets future education and outreach campaigns.

Enforcement and Compliance:

- The Stormwater Office has been pro-active in enforcement regarding the abandoned shopping carts being left in city waterways and drainages and is working with local businesses to help find a solution to this problem.
- This reporting period the Stormwater Office has been actively involved in dealing with homeless encampments in relation to water quality in the City's water ways and continually works with the Fire and Police departments to help streamline the City's response to reports of encampments.

- Per the result of an EPA self-audit, the City of Santa Fe contracted with Weston Solutions to provide engineering design services for stormwater management and pollution and prevention at the Siler Yard Facility. Work included the design of a grading and drainage plan, development of long-term BMP specifications and other recommendations for MS4 compliance. Design 100% complete; project closeout date was 6/30/2021.

Leveraging Partnerships:

- The Santa Fe Watershed Association, through a contract with the River and Watershed Section was able to accomplish the following in the 2020-21 reporting year:
 - Total Volunteer Hours: 1,367.5hrs
 - Volunteer in-kind contributions: \$34,776.00
 - 6.86 tons of trash collected (914 individual bags)
- The River and Watershed team worked with Water Conservation to develop stormwater specific facts and activities to include in their Water Passport Program.
- Advertisements in the SF New Mexican (both print and digital), PasaTiempo and Folk Art Market Magazine for the River Talks Series; advertisements with our website and educational materials ran for the month of June.
- We had 3 virtual River Commission Meetings with participation from the public that helped increase public awareness around issues that concern the SF River and Water Quality
- Hosted quarterly meetings with the MS4 Collaborative (NMDOT, SF County and City of SF)
- Environmental Services 2020 Calendar: we had two months highlighting the dos and don'ts of stormwater management and other educational facts.
- Partnered with NMED on the draft Source Water Protection Plan; the draft plan, accompanying story map and comment form were posted to the City's website.

Thank you for your prompt attention.

Exhibit:

A- EPA MS4 Annual Report form for NMRO40000

Cc: Jason Kluck, Acting Land Use Department Director
Shannon Jones, Public Utilities Department Director
Shirlene Sitton, Environmental Services Division Director
Thomas Martinez, Streets & Drainage Maintenance Division Director

Annual Report Format



National Pollutant Discharge Elimination System Stormwater Program MS4 Annual Report Form



Check box if you are submitting an individual Annual Report with cooperative program elements ☒

Check box if you are submitting an individual Annual Report with individual program elements ☒

Check box if this is a new name, address, etc. ☐

1. MS4(s) Information

City of Santa Fe NMR040000

Name of MS4

David N

Pike

PublicWorksProjectAdministrator

Name of Contact Person (First)

(Last)

(Title)

505-955-2134

dnpike@santafenm.gov

Telephone (including area code)

E-mail

P.O. Box 909 /200 Lincoln Avenue

Mailing Address

Santa Fe

NM

87501

City

State

ZIP code

What size population does your MS4(s) serve?

87,000

NPDES number

40000

What is the reporting period for this report?

July 1, 2020

June 30, 2021

2. Water Quality Priorities

A. Does your MS4(s) discharge to waters listed as impaired on a state 303(d) list? ☒ Yes ☐ No

B. If yes, identify each impaired water, the impairment, whether a TMDL has been approved by EPA for each, and whether the TMDL assigns a waste load allocation to your MS4(s). Use a new line for each impairment, and attach additional pages as necessary.

Impaired Water	Impairment	Approved TMDL	TMDL assigns WLA to MS4
		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Santa Fe River	E.coli	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Santa Fe River Nutrients	Total Nitrogen, Total Phosphorus	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

2. B. Continued

Impaired Water	Impairment	Approved TMDL TMDL assigns WLA to MS4			
		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Santa Fe River	PCB's, Aluminum				
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

C. What specific sources contributing to the impairment(s) are you targeting in your stormwater program?

Waste Water Over Flows (E. coli, Chlorine, Ammonia), Pet Waste, Food Handling Facilities Discharges

D. Do you discharge to any high-quality waters (e.g., Tier 2, Tier 3, outstanding natural resource waters, or other state or federal designation)? ☒ Yes ☐ No

E. Are you implementing additional specific provisions to ensure their continued integrity? ☒ Yes ☐ No

3. Public Education and Public Participation

A. Is your public education program targeting specific pollutants and sources of those pollutants? ☒ Yes ☐ No

B. If yes, what are the specific sources and/or pollutants addressed by your public education program?

Auto Industry, Food Handling Facilities, IPM Program, Construction run-off, SFCC Ordinance 2005-3 address all pollutants

C. Note specific successful outcome(s) (e.g., quantified reduction in fertilizer use; NOT tasks, events, publications) fully or partially attributable to your public education program during this reporting period.

Reduce 50% synthetic fertilizer blend with organic compost for landscape installation/maintenance; Removal of all toxic products

D. Do you have an advisory committee or other body comprised of the public and other stakeholders that provides regular input on your stormwater program? ☒ Yes ☐ No

4. Construction

A. Do you have an ordinance or other regulatory mechanism stipulating:

Erosion and sediment control requirements? ☒ Yes ☐ No

Other construction waste control requirements? ☒ Yes ☐ No

Requirement to submit construction plans for review? ☒ Yes ☐ No

MS4 enforcement authority? ☒ Yes ☐ No

B. Do you have written procedures for:

Reviewing construction plans? ☒ Yes ☐ No

Performing inspections? ☒ Yes ☐ No

Responding to violations? ☒ Yes ☐ No

C. Identify the number of active construction sites \geq 1 acre in operation in your jurisdiction at any time during the reporting period.

D. How many of the sites identified in 4.C did you inspect during this reporting period?

E. Describe, on average, the frequency with which your program conducts construction site inspections.

Construction site inspections are performed after rain events >.25"; discharge violations that are reported or observed

- F. Do you prioritize certain construction sites for more frequent inspections? ☒ Yes ☐ No

If Yes, based on what criteria?

Sites adjacent to waterways; requiring more disturbance in acreage

- G. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

☒ Yes Notice of violation No Authority ☐

☐ Yes Administrative fines No Authority ☒

☒ Yes Stop Work Orders No Authority ☐

☒ Yes Civil penalties No Authority ☐

☐ Yes Criminal actions No Authority ☐

☐ Yes Administrative orders No Authority ☐

☐ Yes Other

- H. Do you use an electronic tool (e.g., GIS, data base, spreadsheet) to track the locations, inspection results, and enforcement actions of active construction sites in your jurisdiction? ☒ Yes ☐ No

- I. What are the 3 most common types of violations documented during this reporting period?

Illegal dumping, illicit discharges, and lack of appropriate control measures (BMP's)

- J. How often do municipal employees receive training on the construction program?

5. Illicit Discharge Elimination

- A. Have you completed a map of all outfalls and receiving waters of your storm sewer system? ☒ Yes ☐ No

- B. Have you completed a map of all storm drain pipes and other conveyances in the storm sewer system? ☐ Yes ☒ No

- C. Identify the number of outfalls in your storm sewer system.

- D. Do you have documented procedures, including frequency, for screening outfalls? ☒ Yes ☐ No

- E. Of the outfalls identified in 5.C, how many were screened for dry weather discharges during this reporting period?

at least 10%

- F. Of the outfalls identified in 5.C, how many have been screened for dry weather discharges at any time since you obtained MS4 permit coverage?

- G. What is your frequency for screening outfalls for illicit discharges? Describe any variation based on size/type.

All outfalls that discharge into the Santa Fe River are monitored for illicit discharges at least once a month.

All other outfalls are inspected on an complaint or as needed basis.

- H. Do you have an ordinance or other regulatory mechanism that effectively prohibits illicit discharges? ☒ Yes ☐ No
- I. Do you have an ordinance or other regulatory mechanism that provides authority for you to take enforcement action and/or recover costs for addressing illicit discharges? ☒ Yes ☐ No

J. During this reporting period, how many illicit discharges/illegal connections have you discovered? 2

K. Of those illicit discharges/illegal connections that have been discovered or reported, how many have been eliminated? 100%

L. How often do municipal employees receive training on the illicit discharge program? once a year

6. Stormwater Management for Municipal Operations

A. Have stormwater pollution prevention plans (or an equivalent plan) been developed for:

All public parks, ball fields, other recreational facilities and other open spaces	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
All municipal construction activities, including those disturbing less than 1 acre	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
All municipal turf grass/landscape management activities	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
All municipal vehicle fueling, operation and maintenance activities	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
All municipal maintenance yards	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
All municipal waste handling and disposal areas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Other Municipal Operations Plans have been reviewed

B. Are stormwater inspections conducted at these facilities? ☒ Yes ☐ No

C. If Yes, at what frequency are inspections conducted? at least quarterly

D. List activities for which operating procedures or management practices specific to stormwater management have been developed (e.g., road repairs, catch basin cleaning).

All work activities are performed with BMPs to meet compliance with stormwater management targets

E. Do you prioritize certain municipal activities and/or facilities for more frequent inspection? ☒ Yes ☐ No

F. If Yes, which activities and/or facilities receive most frequent inspections? Solid waste pick-up practices & general operations

G. Do all municipal employees and contractors overseeing planning and implementation of stormwater-related activities receive comprehensive training on stormwater management? ☒ Yes ☐ No

H. If yes, do you also provide regular updates and refreshers? ☒ Yes ☐ No

I. If so, how frequently and/or under what circumstances? 1 per year or more frequent for projects adjacent to water ways

7. Long-term (Post-Construction) Stormwater Measures

A. Do you have an ordinance or other regulatory mechanism to require:

Site plan reviews for stormwater/water quality of all new and re-development projects?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Long-term operation and maintenance of stormwater management controls?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Retrofitting to incorporate long-term stormwater management controls?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

B. If you have retrofit requirements, what are the circumstances/criteria?

n/a

C. What are your criteria for determining which new/re-development stormwater plans you will review (e.g., all projects, projects disturbing greater than one acre, etc.)?

All new/re-development plans requires a review

D. Do you require water quality or quantity design standards or performance standards, either directly or by reference to a state or other standard, be met for new development and re-development? ☒ Yes ☐ No

E. Do these performance or design standards require that pre-development hydrology be met for:

Flow volumes ☒ Yes ☐ No
 Peak discharge rates ☒ Yes ☐ No
 Discharge frequency ☐ Yes ☒ No
 Flow duration ☐ Yes ☒ No

F. Please provide the URL/reference where all post-construction stormwater management standards can be found.

[www.santafenm.gov/river and watershed](http://www.santafenm.gov/river%20and%20watershed); [www.santafenm.gov/ms4 cooperative](http://www.santafenm.gov/ms4%20cooperative)

G. How many development and redevelopment project plans were reviewed during the reporting period to assess impacts to water quality and receiving stream protection?

H. How many of the plans identified in 7.G were approved?

I. How many privately owned permanent stormwater management practices/facilities were inspected during the reporting period?

J. How many of the practices/facilities identified in I were found to have inadequate maintenance?

K. How long do you give operators to remedy any operation and maintenance deficiencies identified during inspections?

L. Do you have authority to take enforcement action for failure to properly operate and maintain stormwater practices/facilities? ☒ Yes ☐ No

M. How many formal enforcement actions (i.e., more than a verbal or written warning) were taken for failure to adequately operate and/or maintain stormwater management practices?

N. Do you use an electronic tool (e.g., GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? ☐ Yes ☒ No

O. Do all municipal departments and/or staff (as relevant) have access to this tracking system? ☐ Yes ☒ No

P. How often do municipal employees receive training on the post-construction program?

8. Program Resources

A. What was the annual expenditure to implement MS4 permit requirements this reporting period?

B. What is next year's budget for implementing the requirements of your MS4 NPDES permit?

C. This year what is/are your source(s) of funding for the stormwater program, and annual revenue (amount or percentage) derived from each?

Source: Amount \$ OR %

Source: Amount \$ OR %

Source: Amount \$ OR %

D. How many FTEs does your municipality devote to the stormwater program (specifically for implementing the stormwater program; not municipal employees with other primary responsibilities)? 4

E. Do you share program implementation responsibilities with any other entities? ☒ Yes ☐ No

Entity	Activity/Task/Responsibility	Your Oversight/Accountability Mechanism
NM DOT	BMP Implementation Water Quality Mo	Oversight by each entity
Santa Fe County	BMP Implementation Water Quality Mo	Oversight by each entity

9. Evaluating/Measuring Progress

A. What indicators do you use to evaluate the overall effectiveness of your stormwater management program, how long have you been tracking them, and at what frequency? These are not measurable goals for individual management practices or tasks, but large-scale or long-term metrics for the overall program, such as macroinvertebrate community indices, measures of effective impervious cover in the watershed, indicators of in-stream hydrologic stability, etc.

Indicator	Began Tracking (year)	Frequency	Number of Locations
<i>Example: E. coli</i>	2003	Weekly April–September	20
NMED Physical/Chemical and Biological	2010-2020	Triennial	28
E. coli Source Study	2017	Not yet determined	Varied locations

B. What environmental quality trends have you documented over the duration of your stormwater program? Reports or summaries can be attached electronically, or provide the URL to where they may be found on the Web.

Impairments (E.coli, PCBs, and total recoverable Aluminum) have remained constant in the upper reach of the SFRiver.

10. Additional Information

Please attach any additional information on the performance of your MS4 program, including information required in Parts I.C and III.B. If providing clarification to any of the questions on this form, please provide the question number (e.g., 2C) in your response.

Certification Statement and Signature

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

☒ Yes ☐ No

Federal regulations require this application to be signed as follows: **For a municipal, State, Federal, or other public facility:** by either a principal executive or ranking elected official.

Signature Jarel LaPan Hill
Jarel LaPan Hill (Sep 29, 2021 20:37 MDT)

Jarel LaPan Hill City Manager

Sep 29, 2021

Name of Certifying Official, Title

Date (mm/dd/yyyy)

Signature: 
Melissa McDonald (Sep 29, 2021 14:32 MDT)

Email: mamcdonald@santafenm.gov












2020-2021 MS4 Annual Report Package

Final Audit Report

2021-09-30

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