CITY OF MANASSAS PARK

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Michael Carrera
Hector Cendejas
Miriam Machado
Donald Shuemaker

October 1, 2019

Bryant Thomas
Water Permits & Planning Manager
Virginia Department of Environmental Quality
Northern Regional Office
13901 Crown Court
Woodbridge, Virginia 22193

RE: City of Manassas Park, VAR040070
2018-2019 MS4 General Permit Annual Report

Mr. Thomas,

The City of Manassas Park is pleased to submit our 2018-2019 MS4 Annual Report which details the City's status of compliance with the MS4 Program requirements as enumerated in the General Permit. The City has worked over the past year to develop and implement our MS4 Program and we anticipate significant progress to continue into the next reporting year.

We appreciate the opportunity to maintain an open dialogue with DEQ as development of our MS4 Program continues. We look forward to further discussing our MS4 Program and welcome any recommendations of ways in which we can make improvements.

Please do not hesitate to contact us if you have any questions regarding this document.

Sincerely,

Laszlo Palko
City Manager

cc: Calvin O'Dell, Director of Community Development
Allan Rowley, Engineering Services Manager

City of Manassas Park, Virginia

MS4 Annual Report

Reporting Period: July 1, 2018 – June 30, 2019

In compliance with the Virginia Stormwater Management Program (VSMP) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4).

City of Manassas Park

MS4 Annual Report

Contents

Certification Statement 4
Background Information 5
Watersheds 6
Organizational Structure 8
Contact Information 8
MS4 Annual Report 2018-2019 9
Status of Compliance 10
- **Minimum Control Measure #1: Education & Outreach on Stormwater Impacts** 10
- **Minimum Control Measure #2: Public Involvement/Participation** 11
- **Minimum Control Measure #3: Illicit Discharge Detection and Elimination** 13
- **Minimum Control Measure #4: Construction Site Stormwater Runoff Control** 15
- **Minimum Control Measure #5: Post-Construction Stormwater Management in New Development & Redevelopment** 17
- **Minimum Control Measure #6: Pollution Prevention/Good Housekeeping for Municipal Operations** 19
- **Virginia Total Maximum Daily Load (TMDL) Special Conditions** 23
- **Chesapeake Bay Total Maximum Daily Load (TMDL) Special Conditions** 23

Evaluation & Assessment 24
- **Information Collected and Analyzed** 24
- **BMP Modifications** 24
- **Notice of External Assistance** 24
- **Proposed Programs** 24
- **Section I B and 1C Requirements** 24
- **Agreements** 24
- **Written Comments** 24

Appendices 25
- Appendix A – Public Education and Outreach (MCM #1)
- Appendix B – Public Involvement/Participation (MCM #2)

Appendix C - Illicit Discharge Detection and Elimination (MCM #3)
Appendix D - Pollution Prevention/Good Housekeeping for Municipal Operations (MCM #6)

Certification Statement

"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 gather and evaluate 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."

Print Name: Calvin O'Dell

Title: Director of Community Development

Signature: _____ Date: 10/1/2019

Print Name: Laszlo Palko

Title: City Manager

Signature: _____ Date: 10-1-19

Background Information

Name: City of Manassas Park Municipal Separate Storm Sewer System
Permit Number: VAR040070
Reporting Period: July 1, 2018-June 30, 2019
Modifications of Department Roles and Responsibilities: The Public Works department has a "Engineering Services Manager" position which assists with the MS4 Program as necessary. Additionally, two members of the storm sewer division have received the necessary training to perform E&S and stormwater BMP inspections which helps the City ensure inspection requirements are met in accordance with the MS4 permit.
New Outfalls and Associated Acreage: No new outfalls were added to the City's MS4 system during the 2018-2019 reporting period.

The City of Manassas Park is an incorporated municipality located approximately 5 miles southwest of Centreville on Route 28. It encompasses approximately 2.6 square miles, with a population of 15,915 as of 2016. The City is an operator of a small Municipal Separate Storm Sewer System (MS4). A *municipal separate storm sewer system* is defined as "a conveyance or system of conveyances otherwise known as a municipal separate storm sewer system, including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains:

1. Owned or operated by a federal, state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction or delegated authority for erosion and sediment control and stormwater management, or a designated and approved management agency under §208 of the CWA that discharges to surface waters;
2. Designed or used for collecting or conveying stormwater;
3. That is not a combined sewer; and
4. That is not a part of a publicly owned treatment works."

The US Census in 2010 determined the City is within an Urbanized Area and thus is subject to the General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges from small Municipal Storm Sewer Systems (General Permit). In addition to the various city departments, Manassas Park's permit also covers the City of Manassas Park school system and Signal Hill Park (operated by the City but located within Prince William County).

In accordance with the requirements of the General Permit (9VAC25-890-40 et seq.), this report was prepared by the City of Manassas Park for the reporting period of July 1, 2018 – June 30, 2019. The City's most recent five-year General Permit (VAR040070) became effective on November 1, 2018 and will expire on October 31, 2023.

The MS4 permit also requires the City to develop a Municipal Separate Storm Sewer System (MS4) Program Plan. The City annually updates the MS4 Program Plan in accordance with Table 1 of the General Permit. The updated MS4 Program Plan will be available on the City's stormwater webpage within 30 days of submittal of this report: http://www.cityofmanassaspark.us/city-services/water-a-sewer/stormwater-management-program.html.

Watersheds

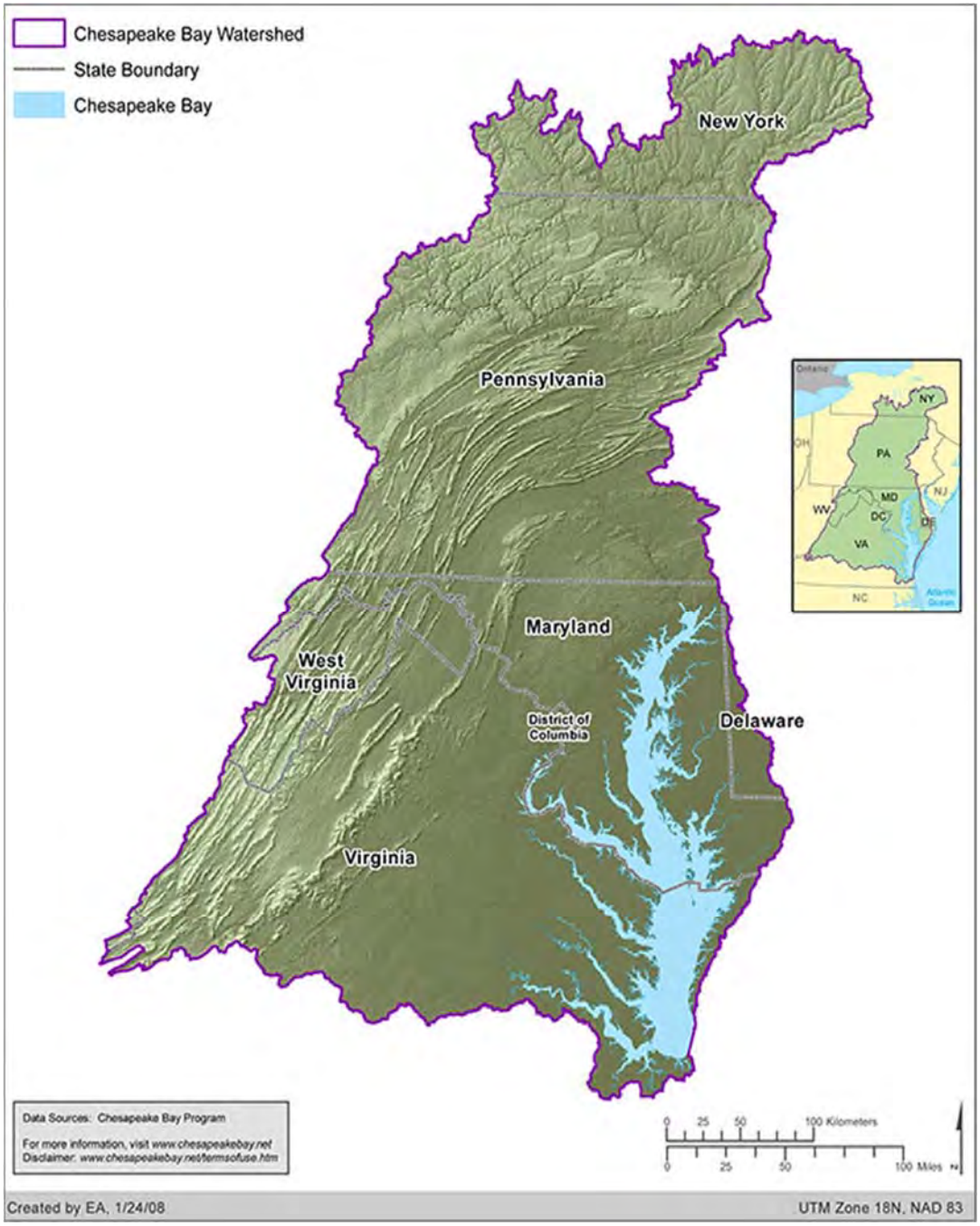
The City of Manassas Park's 2.6 square miles is highly urbanized and is solely encompassed by the Bull Run Creek watershed which discharges into the Potomac River. Water quality in Bull Run Creek will continue to decline beyond current existing conditions if appropriate measures are not taken to protect and prevent further degradation.

Subwatershed Name	Hydrologic Unit Code (HUC)	Approximate Length (miles) within Manassas Park	Approximate Drainage Area (sq. miles)	Impairments	Assigned WLA?[1]
Bull Run Creek	020700100705	No stream	147	• Sediment • PCBs • Bacteria	• Sediment • Bacteria

Bull Run Watershed Map

[1] Total Maximum Daily Load Waste Load Allocation (TMDL WLA)

The City of Manassas Park also drains into the Chesapeake Bay Watershed. Through its tributaries, water from six states -Virginia, Maryland, Pennsylvania, West Virginia, Delaware, New York and the District of Columbia drain into the Chesapeake Bay. Altogether, more than 100,000 streams, creeks, and rivers make up the Chesapeake Bay Watershed. As part of the Special Conditions for the Chesapeake Bay TMDL, the MS4 permit requires the City to address impairments for phosphorous, nitrogen and sediment that enter the Chesapeake Bay.



Chesapeake Bay Watershed Map

Organizational Structure

The City's MS4 Program is coordinated through the Public Works Department. The Director of Public Works position is responsible for the overall administration of the MS4 Program which includes annual reporting requirements and program development and implementation. The City Manager is responsible for providing the appropriate certification for documents. The Department of Public Works and Community Development, the Department of Parks and Recreation, the Police Department, and the Fire Department are major contributors to Manassas Park's MS4 Program, although it is recognized that this is a citywide and community-wide program. The City's MS4 Program Plan identifies which city department(s) and title of staff person(s) are responsible for implementing the various best management practices for the City's MS4 Program.

The City of Manassas Park MS4 permit also covers the Manassas Park City Schools and their shared responsibilities are referenced throughout the MS4 Annual Report and MS4 Program Plan.

Contact Information

Principal Executive Officer
Title: City Manager Name: Laszlo Palko Address: One Park Center Ct, Manassas Park, VA 20111 Phone: 703-335-0027 ext. 1113 Email: l.palko@manassasparkva.gov

Duly Authorized Representatives
Title: Director of Community Development Name: Calvin O'Dell Address: One Park Center Ct., Manassas Park, VA 20111 Phone: 703-335-0019 Email: c.odell@manassasparkva.gov
Title: Engineering Services Manager Name: Allan Rowley Address: 331 Manassas Dr., Manassas Park, VA 20111 Phone: 703-335-8840 ext. 1340 Email: a.rowley@manassasparkva.gov

MS4 Annual Report 2018-2019

The MS4 Annual Report details the City of Manassas Park's stormwater management program and efforts taken to manage the quality of stormwater discharges from the MS4. The MS4 Annual Report is categorized into the following six minimum control measures (MCMs) and special conditions for TMDLs:

1. Public education and outreach on stormwater impacts
2. Public involvement and participation
3. Illicit discharge detection and elimination
4. Construction site stormwater runoff control
5. Post-construction runoff control for development and redevelopment
6. Good housekeeping and pollution prevention for municipal operations
7. Virginia TMDL Special Conditions
8. Chesapeake Bay TMDL Special Conditions

This MS4 Annual Report provides summaries for each of the established best management practices (BMPs) to address the six MCMs. The Annual report also provides an analysis of the effectiveness and progress towards meeting the identified measurable goals. Evaluation of BMPs during the development of the 2018-2019 MS4 Annual Report will be considered during the annual review of the MS4 Program Plan. The City will maintain the MS4 Program Plan and Annual Reports form the five year permit cycle on file in the Public Works Department and on the City's MS4 webpage: http://www.cityofmanassaspark.us/city-services/water-a-sewer/stormwater-management-program.html

Status of Compliance

Minimum Control Measure #1: Education & Outreach on Stormwater Impacts

BMP 1.1 Develop and Implement Stormwater Public Education and Outreach Program
1.1.1 Description: The City shall continue to implement an education and outreach program as included in the registration statement until the program is updated to meet the conditions of this permit.
1.1.2 Annual Reporting Requirements: The City's comprehensive Public Education and Outreach Program (PEOP) was adopted in May 2016. The program strives to more effectively reach target audiences including children, minorities, and Limited English Proficiency (LEP) individuals and families. The City's PEOP focuses on the following high-priority water quality issues: bacteria from pet waste, illicit discharges from automobile shops (wastewater, chemicals, oil/fuel), and illicit discharges from restaurants (fats, oils, grease, chemicals). The City created these brochures in English and Spanish (Appendix A): • Pick Up After Your Pet! • How does your auto repair shop impact water quality? • How does your restaurant impact water quality?

BMP 1.2 List of Education and Outreach Activities Conducted During Reporting Period
1.1.1 Description: The City shall continue to document the annual activities for the reporting period.
1.1.2 Annual Reporting Requirements: During this reporting year, the following education and outreach activities occurred: • Pet Owners: The City estimates that there are approximately 355 registered pets within the MS4 permit area. Pet owners were reached at the events listed in BMP 2.2 Public Participation Events below.

BMP 1.3 List of Education and Outreach Activities To Be Conducted During Next Reporting Year
1.1.1 Description: The City shall continue to announce and list the education and outreach activities planned for the next reporting period.
1.1.2 Annual Reporting Requirements: The City will continue to implement its PEOP and plans the following education and outreach initiatives for the next reporting period: • Dog owners – Anticipated educational opportunities at City events to reach 20% of dog owners within the City. • Automobile Repair Shops – Anticipated educational opportunity to reach 20% of 11 auto repair shops through in-person distribution of educational brochures. • Restaurants – Anticipated educational opportunity to reach 20% of 27 restaurants through in-person visits to distribute educational brochures.

Minimum Control Measure 1 Evaluation
Appropriateness of the identified BMPs The City's Public Education and Outreach Program (PEOP) is sufficient to meet the permit's public education and outreach requirements. The identified BMPs will allow for diversified mechanisms of outreach to the targeted audiences in accordance with the PEOP plan.
Effectiveness of BMPs in addressing discharges into impaired waterways All forms of outreach have included information highlighting the negative impact of illicit discharges into impaired waterways.
Progress towards achieving the identified measurable goals The measurable goals set forth in the MS4 permit requirements have not been achieved because the City did not reach a minimum 20% of each target audience.
Modifications to any operators, departments, roles and responsibilities There were no modifications to any operators, departments, roles, or responsibilities during this reporting cycle.
Steps to be taken to address deficiencies The City has met the requirements of the MS4 permit but will continue to identify mechanisms to increase public education and outreach initiatives.
Plans for the next reporting cycle The City plans to revise its Public Education and Outreach Program (PEOP) during the next permit cycle. The City will evaluate additional mechanisms to enhance public outreach efforts.

Minimum Control Measure #2: Public Involvement/Participation

BMP 2.1 Maintain Updated MS4 Program Plan and Annual Reports
2.1.1 Description: The City of Manassas Park will review and, as needed, will update the MS4 Program Plan in conjunction with the Annual Report as required at a minimum of once a year. The City shall post copies of the MS4 Program Plan on its website within 30 days of submittal of the Annual Report. The City shall provide for and advertise a public comment period for the MS4 Program Plan prior to applying for coverage and address how received comments were considered as part of the reapplication package.
2.1.2 Summary: The MS4 Program Plan was reviewed in April 2018. The MS4 Program Plan was updated to include the items detailed in Table 1 of the MS4 permit. The updated plan has been posted to the City's page at: http://www.cityofmanassaspark.us/city-services/water-a-sewer/stormwater-management-program.html. The City will continue to annually review the MS4 Program Plan and as needed make modifications. If any revisions become necessary, the City will post an updated MS4 Program Plan on the City's stormwater management page. The City did not receive any public input on the MS4 Program Plan or stormwater complaints.

BMP 2.2 Public Participation Events
2.2.1 Description: The City of Manassas Park will participate in at least four local activities annually. Participation can be through promotion, sponsorship, or other involvement. Information for these activities will be advertised, tracked, and stored in the City's archives and online. The activities planned for each reporting year may vary. The City did not collaborate with other MS4 permittees at these events.
2.2.2 Annual Reporting Requirements: During the 2018-2019 reporting year, the City participated in the following six public participation events: • National Night Out (August7 2018) – The Public Works Department had a table at the City's National Night Out event. The brochures "Pick Up After Your Pet!," "You can be the solution to stormwater pollution!, " and one on FOG were available at the event in English and Spanish. • The Community Center Yard Sale (September 22, 2018 – The brochures "Pick Up After Your Pet!," "You can be the solution to stormwater pollution!," and one on FOG were available at the event in English and Spanish. • Fall Festival at the Community Center (October 13, 2018) – The brochures "Pick Up After Your Pet!," "You can be the solution to stormwater pollution!," and one on FOG were available at the event in English and Spanish. • Drug Takeback Day (October 27, 2018) – The City held a Drug Takeback drop-off event for residents. This event was advertised on the City's website (Appendix B). • Signal Bay Water Park Soft Opening (May 24, 2019) – The brochures "Pick Up After Your Pet!," "You can be the solution to stormwater pollution!," and one on FOG were available at the event in English and Spanish. • Household Hazardous Waste Day (April 27, 2019) – The City held its annual Hazardous Waste drop-off event for residents. This event was advertised on the City's website.

Minimum Control Measure 2 Evaluation
Appropriateness of the identified BMPs The identified BMPs for MCM 2 address the public participation requirements of the MS4 permit and are therefore deemed appropriate.
Effectiveness of BMPs in addressing discharges into impaired waterways Each participation event encourages citizen action to improve water quality and prevent pollution and therefore is effective in addressing discharges into impaired waterways.
Progress towards achieving the identified measurable goals The measurable goals set forth in the MS4 permit requirements have been achieved for this minimum control measure.
Modifications to any operators, departments, roles and responsibilities There were no modifications to any operators, departments, roles, or responsibilities during this reporting cycle.
Steps to be taken to address deficiencies No deficiencies have been identified at this time.
Plans for the next reporting cycle

The City plans to look for opportunities to coordinate with neighboring MS4s along with other opportunities to further engage the public in water quality improvement initiatives.

Minimum Control Measure #3: Illicit Discharge Detection and Elimination

BMP 3.1 Storm Drain System, Outfalls, and Information Map
3.1.1 Description: The City of Manassas Park will maintain an updated map of the City's MS4 system.
3.1.2 Annual Reporting Requirements: The City maintains a storm sewer map that identifies outfalls within the MS4 service area. All outfalls are uniquely identified on the map in accordance with a GIS survey performed by Bowman Consulting in March 2016. The map will continue to be updated as modifications become necessary. Additional data is available upon request. There were no new outfalls this year.

BMP 3.2 Maintenance of BMP Tracking System
3.2.1 Description: The City of Manassas Park will maintain a BMP tracking system.
3.2.2 Annual Reporting Requirements: The City continues to maintain its BMP tracking system. As new facilities are brought online, the database is updated. No new facilities were brought online during this reporting year.

BMP 3.3 Notification of Regulated Downstream MS4
3.3.1 Description: The City of Manassas Park will notify in writing, any downstream regulated MS4 to which the small regulated MS4 is physically interconnected.
3.3.2 Annual Reporting Requirements: During the last reporting year, the City issued written notifications of interconnections to the following MS4s: • Virginia Department of Transportation (VDOT) • Prince William County No new interconnections were identified during this reporting year and no notices of interconnection have been received.

BMP 3.4 Illicit Discharge Detection and Elimination Ordinance
3.4.1 Description: The City of Manassas Park will effectively prohibit non-stormwater discharges into the storm sewer system through the adopted Illicit Discharge Detection and Elimination (IDDE) Ordinance.
3.4.2 Annual Reporting Requirements: No amendments were made to the City's Illicit Discharge Detection and Elimination Ordinance (City Code 8-57 et seq.) over this reporting period. Additional information available upon request.

The City issued four notice of violation letters for illicit discharges (see Appendix C). City staff monitored the sites after the violation letters were sent and noted that the issue had been resolved.

BMP 3.5 Written Procedures to Detect & Eliminate Illicit Discharges
3.5.1 Description: The City of Manassas Park shall develop, implement, and update as necessary, written procedures to detect identify, and address unauthorized non-stormwater discharges to the MS4.
3.5.2 Summary: The City has revised the written dry weather field screening methodologies and the illicit discharge investigation procedures. These procedures are included within the City's Stormwater Management Standard Operating Procedures (SOPs) Handbook.
3.5.3 Annual Reporting Requirements: During the 2018-2019 reporting year, 50 of the City's outfalls were visually inspected by City staff.

BMP 3.6 Promotion and Facilitation of Public Reporting and Illicit Discharges
3.6.1 Description: The City of Manassas Park shall promote and operate an online pollution reporting form for citizens to report illicit discharges. Citizens may also call or email the City to report illicit discharges.
3.6.2 Annual Reporting Requirements: The City uses an online pollution reporting form for citizens to report illicit discharges. The City's stormwater management webpage provides information regarding how to recognize and report illicit discharges, including a link to the online report form. The City did not receive any citizen reports of illicit discharges during the reporting period.

Minimum Control Measure 3 Evaluation
Appropriateness of the identified BMPs The identified BMPs are appropriate for meeting the requirements of MCM 3.
Effectiveness of BMPs in addressing discharges into impaired waterways The BMPs have been developed in accordance with the MS4 permit requirements and are thus deemed to be effectively addressing discharges into impaired waterways.
Progress towards achieving the identified measurable goals The City continues to implement its Illicit Discharge Detection and Elimination (IDDE) Program. The City strives to attain compliance with all the measurable goals identified within the MS4 permit.
Modifications to any operators, departments, roles and responsibilities There were no modifications to any operators, departments, roles, or responsibilities during this reporting cycle.
Steps to be taken to address deficiencies The City will continue to implement its IDDE program and evaluate modifications that can be made to improve the program.
Plans for the next reporting cycle

The City plans to begin outfall inspections in Fall 2019 to ensure that no less than the minimum required outfalls are screened during the next reporting period. Additionally, the City intends to enhance public educations initiatives and employee training to focus upon identifying and reporting illicit discharges.

Minimum Control Measure #4: Construction Site Stormwater Runoff Control

BMP 4.1 Ordinance and Other Legal Authorities to Require Erosion and Sediment Controls

4.1.1 Description: The City of Manassas Park will implement its ordinance and legal authorities to require erosion and sediment controls on construction sites that disturb 10,000 square feet or greater. Legal authorities include:

- Chapter 8, Article II of the City Code describes the Erosion and Sediment Control Ordinance.
- References from above ordinances to the "Virginia Erosion and Sediment Control Regulations" and the Virginia Erosion and Sediment Control Handbook

The City requires that land disturbance not begin until erosion and sediment control plan or an agreement in lieu of a plan is approved by the City.

4.1.2 Annual Reporting Requirements: The City continues to implement its erosion and sediment control ordinance. Additional data available upon request.

BMP 4.2 Inspections and Tracking of Land Disturbance Activities

4.2.1 Description: The City Inspectors will inspect land-disturbing activities for compliance with an approved erosion and sediment control plan or agreement in lieu of plan in accordance with minimum standards. Inspections shall take place (i) upon initial installation of erosion and sediment controls; (ii) at least once during every two-week period; (iii) within 48 of any runoff producing storm event; and (iv) upon completion of the project and prior to the release of any applicable performance bonds.

The City shall also:

- Utilize legal authority to require compliance with an approved plan when an inspection finds that the approved plan is not being properly implemented.
- Utilize, as appropriate, legal authority to require changes to an approved plan when an inspection finds that the approved plan is inadequate to effectively control soil erosion, sediment deposition, and runoff to prevent the unreasonable degradation of properties, stream channels, waters, and other natural resources.

The City shall ensure that inspections are conducted by personnel who hold a certificate of competence in accordance with 9VAC25-850-40.

4.2.2 Annual Reporting Requirements:
Total number of regulated land-disturbing activities: 6
Total number of acres disturbed: 40.68
Total number of inspections conducted: 43

Summary of enforcement actions taken: During the 2017-2018 reporting period, 43 inspections were documented. Of these inspections, 3 alleged violation occurred which required issuing a notice to comply.. Follow-up inspections after the notices were issued showed that the alleged violations had been resolved. Most enforcement actions taken during this reporting period were limited to noting findings and corrective measures on inspection reports and either discussing on-site or via email with the property owner or RLD. Follow-up inspections were then performed by City staff to ensure any potential violations were corrected within the timeframe specified on the inspection reports.

BMP 4.3 Require VSMP Permit for Land Disturbing Activities
4.3.1 Description: The City of Manassas Park requires all land-disturbing activities encompassing areas greater than or equal to one acre to secure a VSMP stormwater permit, through the City's VSMP Program, for the activity.
4.3.2 Annual Reporting Requirements: The City of Manassas Park continues to require VSMP permits for land-disturbing activities in accordance with its Stormwater Management Ordinance (City Code Chapter 8, Article III) and its MS4 Program. Additional data available upon request.

BMP 4.4 Promote to the Public a Mechanism for Receipt of Complaints Regarding Regulated Land Disturbing Activities
4.4.1 Description: The City of Manassas Park promotes reporting of construction site issues through contact with the public at public education and outreach events and also through its website at http://www.cityofmanassaspark.us/city-services/water-a-sewer/stormwater-management-program.html Calls are received by the Department of Public Works and Community Development.
4.4.2 Summary: During the 2018-2019 reporting year, zero (0) calls regarding complaints about erosion and sediment control problems from land-disturbing activities were received by City staff.

Minimum Control Measure 4 Evaluation
Appropriateness of the identified BMPs The identified BMPs are appropriate and effective.
Effectiveness of BMPs in addressing discharges into impaired waterways Sediment is a pollutant of concern identified in the Chesapeake Bay TMDL and the local Bull Run TMDL thus the inspection of land-disturbing activities for conformance to approved erosion and sediment control plans is effective at addressing discharges into impaired waterways.
Progress towards achieving the identified measurable goals

Internal procedures need to be enhanced to ensure they are occurring in accordance with VSMP regulations and MS4 permit requirements.
Modifications to any operators, departments, roles and responsibilities There were no modifications to any operators, departments, roles, or responsibilities during this reporting cycle.
Steps to be taken to address deficiencies The Department of Public Works and Community Development is working to improve coordination and discuss VSMP program administration and site issues.
Plans for the next reporting cycle The City of Manassas Park will continue to implement its stormwater management program and clarify responsibilities among departments for program administration.

Minimum Control Measure #5: Post-Construction Stormwater Management in New Development & Redevelopment

BMP 5.1 Ordinance and other legal authorities to address Post-Construction Runoff
5.1.1 Description: The City of Manassas Park will implement its ordinance to address post-construction runoff from new development and redevelopment projects to ensure compliance with the Virginia Stormwater Management Act and attendant regulations. Legal authorities include: • Stormwater Management Ordinance (City Code Chapter 8, Article III) • City Zoning Ordinance (Chapter 31)
5.1.2 Annual Reporting Requirements: Chapter 8 of the City's Code addresses erosion and sediment control and stormwater runoff. These legal authorities are directly supported by the Code of Virginia. Other local tools also help enforce these regulations in terms of the site plan review process and enforcement of the standards set forth in the City's Public Facilities Manual. During the 2018-2019 reporting year, the City granted zero (0) VSMP exceptions.

BMP 5.2 Require long-term operation and maintenance of stormwater management facilities not owned by the City
5.2.1 Description: The City of Manassas Park shall require adequate long-term operation and maintenance of stormwater management facilities by the owner by requiring the owner to develop a recorded inspection schedule and maintenance agreement.
5.2.2 Annual Reporting Requirements: The City is working to ensure that all new stormwater management facilities not owned by the City have recorded maintenance agreements. Total number of privately-owned stormwater management facilities: 10 Total number of inspections conducted: 0 (all were inspected 2017-2018) Summary of enforcement actions taken: 0

BMP 5.3 Require long-term operation and maintenance of stormwater management facilities owned by the City

5.3.1 Description: The City of Manassas Park shall require adequate long-term operation and maintenance of stormwater management facilities owned by the City. City inspectors inspect the stormwater management facilities annually and inform the City departments responsible for the stormwater management facility if any deficiencies are found.

City departments are responsible for maintaining stormwater management facilities on properties they manage unless an alternative agreement has been established.

5.3.2 Annual Reporting Requirements: The long-term operation and maintenance of these facilities is managed through the City. The City has developed operator-owned stormwater management inspection procedures. Further information is available upon request.

Total number of operator-owned stormwater management facilities: 43
Total number of inspections conducted: 43
Summary of significant maintenance, repair, or retrofit actions taken: Clearing of vegetation at #30.

BMP 5.4 Track stormwater management facilities

5.4.1 Description: The City of Manassas Park shall maintain an updated electronic database of all known City-owned and privately-owned stormwater management facilities that discharge into the MS4. The database shall include:

a) The general stormwater management facility type;
b) A general description of the facility's location, including the address or latitude or longitude;
c) The acres treated by the facility, including total acres, as well as the breakdown of pervious and impervious acres;
d) The date the facility was brought online (MM/YYYY). If the date is not known, the City shall use June 30, 2005, as the date brought online for all previously existing stormwater management facilities;
e) The sixth order hydrologic unit code (HUC) in which the stormwater management facility is located;
f) The name of any impaired water segments within each HUC listed in the 2010 §305 (b)/ 303 (d) Water Quality Assessment Integrated Report to which the stormwater management facility discharges;
g) Whether the stormwater management facility is operator-owned or privately owned;
h) Whether a maintenance agreement exists if the stormwater management facility is privately owned; and
i) The date of the operator's most recent inspection of the stormwater management facility.

5.4.2 Annual Reporting Requirements:
The City of Manassas Park maintains a database of all known City-owned and privately-owned stormwater management facilities that discharge into the MS4.

The City submitted stormwater management facility information through the Virginia Construction Stormwater General Permit database for those land disturbing activities for which the permittee was required to obtain coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities. The City electronically reported BMPs using the DEQ BMP Warehouse on 9/30/19.

Minimum Control Measure 5 Evaluation
Appropriateness of the identified BMPs The identified BMPs address MCM 5 permit requirements and are therefore deemed appropriate.
Effectiveness of BMPs in addressing discharges into impaired waterways These BMPs are effective in addressing water quality and quantity of stormwater discharges as that is the primary purpose of post-construction stormwater management facilities.
Progress towards achieving the identified measurable goals The City continues to implement its VSMP and MS4 programs to meet the identified measurable goals identified in the permit.
Modifications to any operators, departments, roles and responsibilities There were no modifications to any operators, departments, roles, or responsibilities during this reporting cycle.
Steps to be taken to address deficiencies The City has developed a maintenance plan to address deficiencies for City-owned stormwater management facilities.
Plans for the next reporting cycle The City of Manassas Park will continue to implement its program to address all requirements of MCM 5.

Minimum Control Measure #6: Pollution Prevention/Good Housekeeping for Municipal Operations

BMP 6.1 Develop Written Procedures to Minimize or Prevent Discharges
6.1.1 Description: The City of Manassas Park shall develop and implement written procedures for daily operations designed to minimize or prevent discharges. These procedures shall address pollution from: daily street and parking lot maintenance, equipment maintenance, and pesticide, herbicide, and fertilizer application, storage, and transport of materials.

6.1.2 Annual Reporting Requirements: During the 2015-2016 reporting year, the City of Manassas Park developed written procedures for daily operations designed to minimize or prevent discharges. Procedures have been developed for: daily street and parking lot maintenance, equipment maintenance, and pesticide, herbicide, and fertilizer application, storage, and transport of materials. These procedures are found in the City's Stormwater Management Standard Operating Procedures Handbook which will continue to be updated as modifications become necessary.

Summary of Implementation: The Department of Public Works and Community Development has been working to implement pollution prevention practices to minimize discharges into stormwater. The City continues to highlight the various standard operating procedures to ensure pollution is minimized through its staff training program.

BMP 6.2 Identify All Municipal High-Priority Facilities and Municipal High-Priority Facilities with a High Potential for Pollutant Discharges

6.2.1 Description: The City of Manassas Park shall identify all municipal high-priority facilities. The City shall continue to update this list as new facilities are added or existing facilities are modified.

6.2.6 Annual Reporting Requirements: During the 2015-2016 reporting year, the City identified the following municipal high-priority facilities with a high potential for pollutant discharges:

- Public Works Main Facility
- Public Works Rugby Road Facility
- Manassas Park City Schools' Maintenance Facility,
- Community Center
- Storage Facility at Signal Hill Park

No new high priority facilities with a high potential for pollutant discharges have been identified during this reporting year.

BMP 6.3 Develop and Implement Specific Stormwater Pollution Prevention Plans (SWPPPs) for High Priority Facilities with a High Potential for Discharging Pollutants

6.3.1 Description: The City of Manassas Park shall develop and implement site-specific Stormwater Pollution Prevention Plans for identified high priority facilities with a high potential for discharging pollutants. Any facilities covered under a separate VPDES permit shall be excluded from this requirement. Each SWPP shall be evaluated and updated as necessary to reflect any discharge, release, or spill from the facility. A copy of each SWPPP shall be kept at each facility and shall be kept updated and utilized during staff trainings.

6.3.2 Annual Reporting Requirements: The City evaluated its high-priority facilities and determined that the following facilities have a high potential for pollutant discharges:

- Public Works Main Facility
- Public Works Rugby Road Facility
- Manassas Park City Schools' Maintenance Facility
- Storage Facility at Signal Hill Park
- Community Center

The City has developed SWPPPs for all of the above referenced facilities. These documents were included in the 2016-2017 MS4 Program Plan update in accordance with Table 1 of the MS4 permit.

BMP 6.4 Implement Turf and Landscape Nutrient Management Plans

6.4.1 Description: The City of Manassas Park shall implement turf and landscape nutrient management plans developed by a certified nutrient management planner on all lands owned or operated by the City where nutrients are applied to a contiguous area greater than one acre.

6.4.2 Annual Reporting Requirements: The City has developed Nutrient Management Plans for four properties: Baker Street Park (2 acres), Signal Hill Park (108 acres), Costello Park (25 acres), and middle/high school campus athletic fields (20 acres). These plans were submitted to DEQ in December 2016 in accordance with the City's MS4 Compliance Agreement. These plans are valid through November 30, 2019 and will need to be revisited in the next reporting year.

BMP 6.5 Implement Employee Training On Written Procedures to Minimize or Prevent Discharges

6.5.1 Description: The City of Manassas Park shall conduct training for municipal employees. Training shall be designed specifically for different City departments to explain how their duties and daily operations relate to stormwater management. The City shall document all training activities including the date of the training, number of employees in attendance, and the objective of the training for a period of three years after each event.

6.5.2 Annual Reporting Requirements: No training events occurred during this reporting year.

BMP 6.6 Require Municipal Contractors Use Appropriate Control Measures and Procedures for Stormwater Discharges to the MS4 System

6.6.1 Description: The City of Manassas Park shall require that municipal contractors use appropriate control measures for stormwater discharges to the storm sewer system. Contract language will be included in the City's Terms & Conditions to ensure compliance.

6.6.2 Annual Reporting Requirements: The City's Services Agreement includes a clause that requires the contractor to comply with all applicable federal, state, and local laws and ordinances and is therefore deemed sufficient in requiring municipal contractors to use appropriate control measures for stormwater discharges to the storm sewer system.

BMP 6.7 Street Sweeping
6.7.1 Description: The City of Manassas Park coordinates street sweeping through the Department of Public Works and Community Development.
6.7.2 Annual Reporting Requirements: During the 2018-2019 reporting year, City staff continued their street sweeping program. Material was disposed at a facility in September 2018 that did not provide a weigh ticket. We explained to our hauler that we needed the weigh ticket, so he found a new venue that could provide the documentation. In April 2019, 7.64 tons of material was disposed to a different facility (Appendix D).

BMP 6.8 Snow and Ice Removal
6.8.1 Description: The City of Manassas Park shall require all staff and contractors use best management procedures to minimize or prevent non-stormwater discharges into the MS4 system from snow and ice removal. Contract language will be included in the City's Terms and Conditions to ensure compliance.
6.8.2 Annual Reporting Requirements: As part of the City's stormwater training program, Public Works staff are instructed in proper snow removal and ice control application to provide environmentally conscientious winter road maintenance.

Minimum Control Measure 6 Evaluation
Appropriateness of the identified BMPs The identified BMPs address the requirements for MCM 6 and are therefore deemed appropriate.
Effectiveness of BMPs in addressing discharges into impaired waterways The identified BMPs meet the MS4 permit requirements and are thus deemed effective in addressing discharges into impaired waterways.
Progress towards achieving the identified measurable goals The City is working to get the measurable goals set forth in Table 1 of the MS4 permit back on track with the established timeline.
Modifications to any operators, departments, roles and responsibilities There were no modifications to any operators, departments, roles, or responsibilities during this reporting cycle.
Steps to be taken to address deficiencies The City has developed a formal training program to ensure training activities are conducted in the next reporting year according to program requirements.

Plans for the next reporting cycle The City intends to continue to implement the identified BMPs to address the requirements for MCM 6 over the next reporting cycle. The City will work to ensure appropriate pollution prevention techniques are implemented in accordance with permit conditions.

Virginia Total Maximum Daily Load (TMDL) Special Conditions

Local TMDL Special Conditions
Description: The City will work on developing the TMDL Action Plan to address pollutants which the City's MS4 has been assigned a waste load allocation. These plans will address the Bull Run Creek TMDL's for bacteria and sediment.
Summary: During the 2015-2016 reporting year, the City developed TMDL Action Plans for the bacteria and sediment TMDL's for Bull Run Creek. During this reporting year, the City worked to increase public awareness about the impact of these pollutants of concern on local water quality. The City also checked for evidence of sediment deposits during outfall and stormwater BMP inspections.

Chesapeake Bay Total Maximum Daily Load (TMDL) Special Conditions

Chesapeake Bay TMDL Special Conditions
Description: The City will work on implementing the Chesapeake Bay Action Plan in accordance with the permit requirements.
Summary: The City developed an Action Plan in 2018 which outlines the BMPs identified to meet the required reductions for each pollutant of concern. The Action Plan was approved by DEQ in September 2016. This permit cycle requires an additional 35% of pollutant reduction for nitrogen, phosphorus, and total suspended solids. The Upper Occoquan Service Authority (UOSA) Board of Directors approved to offer its nitrogen, phosphorus and suspended solids credits at no cost to UOSA's Member Jurisdictions for their use. The City may use of these credits for compliance with the MS4 permit. Table 5C shows the available UOSA credits allocated to the City of Manassas Park; by using the UOSA credits, the City maintains compliance with the POC reductions through the second permit cycle. The currently available UOSA credits allocated to the City fluctuates annually and may not be available in perpetuity to the City for compliance with the Chesapeake Bay TMDL reduction requirements. The City intends to implement other BMPs throughout the second and third permit cycles to meet the reduction requirements without relying on the availability of UOSA credits. Three projects listed below were selected to offset the UOSA credits for the second permit cycle reduction requirements. 1. Russia Branch Stream Restoration 2. Conner Center Pond #4 Retrofit 3. Blooms Crossing Pond A Retrofit

Evaluation & Assessment

Information Collected and Analyzed

No sampling was performed within the City during this reporting period.

BMP Modifications

No modifications to the identified BMPs were made during this reporting year. Any future modifications to BMPs will be made in accordance with the procedures outlined within the MS4 permit.

Notice of External Assistance

The City does not rely on any external entities to satisfy MS4 permit requirements.

Proposed Programs

The City has no proposed programs which would require approval statuses pursuant to Section II C of the General Permit.

Section I B and 1C Requirements

The City must comply with the WLA's assigned by the Chesapeake Bay TMDL as well as the Bull Run Creek Sediment and Bacteria TMDLs. Copies of these action plans are available on the City's website: https://www.cityofmanassaspark.us/city-services/water-a-sewer/stormwater-management-program.html

Agreements

During the 2015-2016 reporting year, the City entered into a contract with The Berkley Group to assist with developing and managing the City's MS4 program in accordance with MS4 permit requirements. The Berkley Group continues to assist the City's with its MS4 program.

Written Comments

There were no public comments regarding either the MS4 Program Plan or any other modifications during the reporting period.

Appendices

Appendix A

Public Education and Outreach (MCM #1)

What is stormwater runoff?

Stormwater runoff is rainfall or snowmelt that flows over the ground surface. Impervious surfaces such as driveways, streets, sidewalks and other paved surfaces prevent stormwater runoff from soaking into the ground.

Why is stormwater runoff a problem?

As stormwater flows, it can pick up debris, bacteria, chemicals, soil, pesticides, fertilizers and other harmful pollutants. These materials carried by stormwater can then enter into storm sewers or directly into water bodies.

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How does your auto repair shop impact local water quality?

This guide is designed to help you understand and implement practices to reduce the impact of your shop on water quality.

City of Manassas Park, VA

Why are auto repair shops a water quality concern?

Automotive repair facilities are stormwater pollution "hotspots" because they produce significant loads of hydrocarbons and trace metals. Waste generated can include solvents, antifreeze, brake fluid, batteries, motor oils, paints and coatings, and fuels. If these materials are not disposed of properly, they have the potential to enter into and pollute stormwater.

As the operator of an auto repair shop, what can you do to manage on-site activities to prevent contaminants from entering into the environment? This brochure explains the basics of stormwater runoff along with the impact auto repair shops can have on the environment and steps that you can take to make your shop more environmentally friendly.

How can auto repair shops impact local water quality?

The City of Manassas Park lies within the Chesapeake Bay watershed, North America's largest estuary. Runoff within the City can enter into Bull Run Creek where it discharges to the Occoquan Reservoir and ultimately drains to Bay. The automotive repair industry is a leading producer of hazardous waste. Improper disposal of this waste can result in the discharge of pollutants into local waterways leading to degradation of water quality and detrimental impacts on aquatic life.

Make your shop more environmentally friendly!

The best way to minimize the effects of wastes generated by automobile maintenance is to prevent or reduce their production. Consider the following do's and don'ts for disposing of hazardous waste, discharging wastewater, and managing spills:

The Do's

- Minimize the numbers of solvents used to make recycling easier.
- Perform all liquid cleaning at a centralized station to ensure that solvents and residues stay in one area.
- Use non-hazardous cleaners when possible.
- Use dry absorbent material to clean spills.
- Conduct maintenance work such as fluid changes indoors.
- Monitor vehicles for leaks and place drip pans under any leaks to collect fluids
- Use biodegradable products whenever possible.

- The Don'ts
- Never wash cars near storm drains.
- Do not pour liquid waste down floor drains.
- Never discharge wastewater to storm drains.
- Never store chemicals or solvents near a storm drain.

¿Qué es la escorrentía pluvial?

La escorrentía pluvial es agua de la lluvia o la nieve derretida que fluye sobre la superficie del terreno. Las superficies impermeables como los caminos de entrada, las calles, las aceras y otras superficies pavimentadas impiden que la escorrentía pluvial se absorba en la tierra.

¿Por qué es la escorrentía pluvial un problema?

Cuando la escorrentía pluvial fluye, puede recoger escombros, bacterias, productos químicos, suelos, plaguicidas, fertilizantes y otros contaminantes dañinos. Estos materiales son transportados por la escorrentía pluvial y pueden entrar en los drenajes pluviales o directamente en las vías fluviales.

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¿Cómo afecta Su tienda de reparación de auto la calidad del agua?

Esta guía se ha diseñado para ayudarle a entender y aplicar las prácticas para reducir el impacto de una tienda de reparación en la calidad del agua.

City of Manassas Park, VA

¿Por qué son las tiendas de reparación una preocupación?

Las tiendas de reparación de autos son "puntos calientes" de la contaminación de las aguas pluviales porque ellas producen cargas significativas de hidrocarburos y metales traza. Los desechos pueden incluir solventes, anticongelante, líquido de frenos, baterías, aceites de motor, pinturas y recubrimientos, y combustibles. Si estos materiales no se disponen correctamente, ellos tienen el potencial de entrar en y contaminar las aguas pluviales.

¿Cómo el operador o dueño de una tienda de reparación de auto, qué puede hacer para administrar actividades que previene la entrada de contaminantes en el medio ambiente? Esta guía explica los fundamentos de la escorrentía de aguas pluviales, el afecto de las tiendas en el medio ambiente y los métodos para hacer su tienda mas ecológica.

¿Cómo impacta su tienda de reparación de autos la calidad de agua local?

La ciudad de Manassas Park está dentro de la cuenca de la Bahía con agua de la Cala de Bull Run desaguando en el embalse de Occoquan y al final drenando en la Chesapeake. La industria de reparación de automóviles es un productor principal de desechos peligrosos. Si estos desechos se disponen incorrectamente, se pueden entrar en los aguas locales. Cuando los desechos entran en las vías fluviales, estos contaminantes degradan la calidad del agua y pueden amenazar la vida acuática.

¡Haga su tienda de más ecológica!

Las tiendas de reparación de autos pueden disminuir sus efectos sobre el medio ambiente al practicar las siguientes actividades:

Haga

- **Use menos solventes**
- **Haga toda la limpieza de líquido en una estación centralizada**
- **Use material absorbente para limpiar los derrames.**
- **Haga mantenimiento como el cambio de fluidos adentro.**
- **Revise las coches por fugas y ponga unas bandejas de goteo bajo las fugas.**
- **Use productos atóxicos, biodegradables, reciclables si es posible.**

No haga

- **Nunca limpie una coches cerca de los desagües pluviales.**
- **No vierta los residuos en los desagües de piso.**
- **Nunca descargue los aguas residuales en los desagües pluviales.**
- **Nunca guarde los químicos o los solventes cerca de los desagües pluviales.**

What is stormwater runoff?

Stormwater runoff is rainfall or snowmelt that flows over the ground surface. Impervious surfaces such as driveways, streets, sidewalks, rooftops and other paved surfaces prevent stormwater from soaking into the ground.

Why is stormwater runoff a problem?

As stormwater flows, it can pick up debris, bacteria, chemicals, soil, pesticides, fertilizers and other harmful pollutants. These materials carried by stormwater can then enter into storm sewers or directly into water bodies.

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Please Pick Up After Your Pet!

Help Keep the City of Manassas Park Safe and Clean!

This guide is designed to help you understand and implement practices to reduce the impact of pet waste on water quality.

City of Manassas Park, VA

Chesapeake Bay Watershed

With a watershed encompassing 64,000 square miles, the Chesapeake Bay is North America's largest estuary. The City of Manassas Park lies within the Bay's watershed with water from Bull Run discharging into the Occoquan Reservoir and ultimately draining into the Chesapeake Bay. Daily activities within the City can generate stormwater pollution and affect the health of the Bay.

Pet waste, Water Quality, and Your Health!

Pet waste can be a major source of nutrients and bacteria in local waters. When pet waste is left on the ground or disposed of improperly, water quality and human health may be at risk. Stormwater runoff can pick up pet waste as it flows over surfaces, transporting it down storm drains, drainage ditches, and directly into our streams, lakes, and rivers.

Pet waste contains bacteria, parasites, and viruses which can be health hazards. Humans and pets that come in contact with these pathogens are at risk for infection. Pet waste is a common carrier for many diseases such as parvo, salmonellosis, roundworms, and hookworms.

In addition to health risks to humans and other animals, pet waste can lead to serious water quality problems. For example:

- When pet waste washes into waterways the waste decays, using up dissolved oxygen and releasing compounds harmful to fish and aquatic life.
- Nutrients present in pet waste can cause excessive algal blooms which can result in fish kills and disrupt the water's natural ecology.

What you can do!

Pet owners can help protect human health and the environment by disposing of pet waste properly:

- Pick up pet waste in your yard. It is not fertilizer.
- Carry disposable bags with you while walking your dog and be sure to dispose of waste in a proper trash container.
- Never dispose of pet waste in a storm drain.
- Encourage other pet owners to be responsible.

¿Qué es la escorrentía pluvial?

La escorrentía pluvial es agua de la lluvia o la nieve derretida que fluye sobre la superficie del terreno. Las superficies impermeables como los caminos de entrada, las calles, las aceras y otras superficies pavimentadas impiden que la escorrentía pluvial se absorba en la tierra.

¿Por qué es la escorrentía pluvial un problema?

Cuando la escorrentía pluvial fluye, puede recoger escombros, bacterias, productos químicos, suelos, plaguicidas, fertilizantes y otros contaminantes dañinos. Estos materiales son transportados por la escorrentía pluvial y pueden entrar en los drenajes pluviales o directamente en las vías fluviales.

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¡ Vaya recogiendo detrás de su perro!

Si se desechan de manera inadecuada, los despojos fluyen directamente en las vías fluviales.

Esta guía se ha diseñado para ayudarle a entender y aplicar las prácticas para reducir el impacto de los desechos de las mascotas en la calidad del agua.

City of Manassas Park, VA

La Bahía de Chesapeake

Con una cuenca abarcando 64,000 millas cuadradas, la Bahía de Chesapeake es el estuario más grande en América del norte. La ciudad de Manassas Park está dentro de la cuenca de la Bahía con agua de la Cala de Bull Run desaguando en el embalse de Occoquan y al final drenando en la Chesapeake. Las actividades diarias en la ciudad pueden generar la contaminación de aguas pluviales y afectar la salud de la Bahía.

¿Cómo puede afectar la calidad del agua?

Los despojos de mascotas son una gran fuente de nutrientes y bacterias en aguas locales. Cuando los despojos de mascotas se dejan en la tierra o se desechan de manera inadecuada, la calidad del agua y la salud humana están en riesgo. La escorrentía pluvial puede recoger los despojos de mascotas cuando a fluye sobre superficies, transportándolo hasta los drenajes pluviales las zanjas de drenaje, y directamente a nuestros arroyos, lagos y ríos.

Los despojos de mascotas contienen bacterias, parásitos y virus que pueden ser peligrosos para la salud. Los humanos y las mascotas, quienes entran en contacto con estos patógenos, están en riesgo de contraer una infección. Los despojos de mascotas son una portador común de muchas enfermedades incluyendo:

- **Áscaris**
- **Anquilostomas**
- **Salmonelosis**
- **Parvo**

Además de los riesgos para la salud de los humanos y otros animales, los despojos de mascotas pueden también causar problemas serios en la calidad del agua. Por ejemplo:

- **Cuando los despojos de mascotas se vacían en nuestras vías fluviales, se descomponen, lo cual usa cantidades de oxígeno y emiten compuestos nocivos para peces y la vida acuática.**
- **Los nutrientes presentes en los despojos de mascotas pueden causar la proliferación de algas excesivas que pueden resultar en la muerte de peces e interrumpir la ecología natural del agua.**

¡Lo que usted puede hacer!

Los dueños de mascotas pueden ayudar a proteger la salud humana y el medio ambiente por la eliminación apropiada de despojos de mascotas correctamente:

- **Recoja el despojo de su perro en su patio o jardín. Este no es un fertilizante.**
- **Siempre lleve consigo bolsitas despojantes cuando saca a pasear a su perro, para recogerlo y tírelas en la basura.**

What is stormwater runoff?

Stormwater runoff is rainfall or snowmelt that flows over the ground surface. Impervious surfaces such as driveways, streets, sidewalks and other paved surfaces prevent stormwater runoff from soaking into the ground.

Why is stormwater runoff a problem?

As stormwater flows, it can pick up debris, bacteria, chemicals, soil, pesticides, fertilizers and other harmful pollutants. These materials carried by stormwater can then enter into storm sewers or directly into water bodies.

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How does your restaurant impact local water quality?

This guide is designed to help you understand and implement practices to reduce the impact of your restaurant on water quality.

City of Manassas Park, VA

Why are restaurants a water quality concern?

Restaurants can be a significant source of illicit discharges into our storms drain systems and local waterways. Waste generated at restaurants can include fats, oils and grease, floor solvents, cleaning agents, food waste, and trash. If these materials are disposed of improperly, they can degrade waterways.

As the operator or owner of a restaurant what can you do to manage on-site activities to prevent contaminants from entering into the environment? This brochure explains the basics of stormwater runoff along with the impact restaurants can have on the environment and steps that you can take to make your restaurant more environmentally friendly.

How can restaurants impact local water quality?

The City of Manassas Park lies within the Chesapeake Bay watershed, North America's largest estuary. Runoff within the City can enter into Bull Run where it discharges to the Occoquan Reservoir and ultimately drains to Bay. If restaurant waste is disposed of improperly, it can discharge into local waterways. Once in waterways, these pollutants degrade water quality and can threaten aquatic life.

Make your restaurant more environmentally friendly!

Restaurants decrease their impacts upon the environment by practicing the following best management practices to prevent storm-water pollution in daily activities:

- Recycle oils and grease– Never pour oil and grease into sinks, floor drains, or onto a parking lot or street. Keep oil and grease in a closed container and recycle at a participating facility.
- Manage spills– Whenever possible, clean up spills with absorbent material. Unless the spill was hazardous, the absorbent material can be disposed in the on-site dumpster.
- Maintain dumpster areas– Keep dumpster lids closed and the areas around them clean. Never fill them with liquid waste or hose them out. If your dumpsters appear to be damaged or leaking, call the company responsible for your trash pickup to have them replaced.
- Cleaning and maintenance– Clean all materials in a designated area. Never pour wash water into parking lots, alleys, sidewalks, or streets. Sweep outside areas and put debris into the garbage.
- Handling toxic chemicals– Dispose of any toxic materials such as paints, solvents, or pesticides at a designated hazardous waste drop-off location.

¿Qué es la escorrentía pluvial?

La escorrentía pluvial es agua de la lluvia o la nieve derretida que fluye sobre la superficie del terreno. Las superficies impermeables como los caminos de entrada, las calles, las aceras y otras superficies pavimentadas impiden que la escorrentía pluvial se absorba en la tierra.

¿Por qué es la escorrentía pluvial un problema?

Cuando la escorrentía pluvial fluye, puede recoger escombros, bacterias, productos químicos, suelos, plaguicidas, fertilizantes y otros contaminantes dañinos. Estos materiales son transportados por la escorrentía pluvial y pueden entrar en los drenajes pluviales o directamente en las vías fluviales.

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¿Cómo Afecta Su Restaurante La Calidad Del Agua?

Esta guía se ha diseñado para ayudarle a entender y aplicar las prácticas para reducir el impacto de los restaurantes en la calidad del agua.

City of Manassas Park, VA

¿Por qué son los restaurantes un problema de la calidad de agua?

Los restaurantes pueden ser una fuente significa de descargas ilícitas dentro de nuestros drenajes pluviales y las vías fluviales locales. Los desechos generados en los restaurantes pueden incluir manteca, aceites y grasas, disolventes de suelos, productos de limpieza, desperdicios de comida y basura.

Si estos materiales se disponen incorrectamente, ellos pueden degradar las vías fluviales.

¿Cómo el operador o dueño del restaurante, qué puede hacer para administrar actividades que previene la entrada de contaminantes en el medio ambiente? Esta guía explica los fundamentos de la escorrentía de aguas pluviales, el afecto de los restaurantes en el medio ambiente y los métodos para hacer su restaurante más ecológico.

¿Cómo impactan los restaurants la calidad de agua local?

La ciudad de Manassas Park está dentro de la cuenca de la Bahía con agua de la Cala de Bull Run desaguando en el embalse de Occoquan y al final drenando en la Chesapeake. Si los desechos de los restaurantes se disponen incorrectamente, se pueden entrar en los aguas locales. Cuando los desechos entran en las vías fluviales, estos contaminantes degradan la calidad del agua y pueden amenazar la vida acuática.

¡Haga su restaurante más ecológico!

Los restaurantes pueden disminuir sus efectos sobre el medio ambiente para practicar las siguientes actividades:

- **Recicle el aceite y la grasa– Nunca vierta el aceite y la grase en los lavabos, los desagües de piso, o sobre los estacionamientos o una calle. Guarde el aceite y la grasa en un recipiente cerrado y recicle en una instalación participante.**
- **Maneje los vertidos– Si es posible, limpie los vertidos con un material absorbente. A menos que el vertido fuera peligroso, el material absorbente puede disponer en la basura.**
- **Mantenga zonas de basura– Mantenga cerradas las tapas de basura y las zonas alrededor de ellas limpias. Nunca las llenen con desechos líquidos o las laven con una manguera. Si sus contenedores de basura están dañadas o tienen un agujero, llame a su empresa de recolección de basura.**
- **Limpieza y mantenimiento– Limpie todos materiales en una zona designada. Nunca vierta el agua de lavado en los estacionamientos, los callejones, las aceras o las calles. Barrer y disponer escombros en la basura.**
- **Químicos tóxicos– Disponga de materiales tóxicos como las pinturas, los disolventes o las pesticidas en un programa de recolección de residuos peligrosos.**

Appendix B

Public Involvement/Participation (MCM #2)

Drug Take Back ~ 10/27/18

October 11, 2018 press-release

The Next Prescription Drug Take-Back Day will be on October 27, 2018.

On Saturday Oct. 27, 2018 – from 10 a.m. to 2 p.m. – the Manassas Park Police Department will join with the U.S. Drug Enforcement Administration (DEA) to provide you with a safe and legal way to dispose of unused or expired

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prescription medications. Simply bring them to the collection site for proper disposal at the Manassas Park Police Department (Community Room) – 329 Manassas Drive.

This nationwide prescription drug "Take-Back" initiative seeks to prevent pill abuse and theft.

Did you know? (Source: DEA)

• Unused or expired prescription medications are a public-safety issue, leading to accidental poisoning, overdose, and abuse.

• Pharmaceutical drugs can be just as dangerous as street drugs when taken without a prescription or a doctor's supervision.

• The majority of those abusing prescription drugs, including teens, get them from family and friends – and the home medicine cabinet.

• Unused prescription drugs thrown in the trash can be retrieved and abused, or illegally sold. Unused drugs that are flushed contaminate the water supply. Proper disposal of unused drugs saves lives and protects the environment.

• Take-back programs are the best way to dispose of old drugs, and as a reminder the MPPD has a drug disposal box on site at the entryway of the MPPD that is available 24hrs / 365 days.

During this initiative, prescription and over-the-counter solid-dosage medications (i.e. tablets and capsules) will be accepted. Intravenous solutions, injectables, and needles will NOT be accepted.

For more information, please contact Community Resource Officer William Quesenberry @ 703-335-0822

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Appendix C

Illicit Discharge Detection and Elimination (MCM #3)

CITY OF MANASSAS PARK

City Hall • One Park Center Court • Manassas Park, Virginia 20111-2395
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www.cityofmanassaspark.us

Mayor:
Jeanette Rishell

Vice Mayor:
Suhas Naddoni

City Manager:
Lazlo Palko

Council Members:
Preston Banks
Michael Carrera
Hector Cendejas
Miriam Machado
Donald Shuemaker

NOTICE OF VIOLATION

February 12, 2019

Ernesto M Larin
102 Pierce St.
Manassas Park, VA 20111

RE: **Illicit Discharge Violation**
102 Pierce St.
Manassas Park, VA 20111

Mr. Ernesto M Larin,

An inspection on February 12th determined the following violation at the above referenced property:

- Petroleum based sheen was observed discharging from driveway

The discharge of the substance to the city storm conveyance system constitutes an illicit discharge to the City's Municipal Separate Storm Sewer System (MS4).

Illicit connection and illicit discharge are defined in City Code Sec. 8-58, which reads:

> "Illicit connection means any connection, in any matter whatsoever, to the city's MS4 that is not authorized by applicable state law or city ordinance, and which has not been approved by the city in accordance with applicable city ordinances."
>
> "Illicit discharge means any discharge to the city's MS4 that is not composed entirely of stormwater, except discharges pursuant to a separate VPDES or state permit (other than the state permit for discharges from the city's MS4), discharges resulting from firefighting activities, and discharges identified by and in compliance with this division."

Sec. 8-60 of the City Code states, inter alia:
(a) It shall be unlawful and a violation of this division to:
(1) Cause or allow any illicit discharge to the MS4.
(2) Cause or allow any illicit connection to the MS4.
(3) Violate any condition or provision of this division or any permit or approval grant to allow any stormwater discharges to the MS4.

Sec. 8- 65 of the City Code states, inter alia:
(a) Notice of Violation. Whenever the city manager or his/her designee finds that a person or entity has violated a prohibition or failed to meet a requirement of this division, the city manager or his/her designee may order compliance through written notice of violation to the responsible party. Such notice may require, without limitation:

(1) The performance of monitoring, analyses, and reporting.
(2) The elimination of illicit connections or discharges.
(3) That violating discharges, practices or operations shall cease and desist.
(4) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property.
(5) Payment of the costs of administration and remediation.
(6) The implementation of source control or treatment BMPs.

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be performed by a designated governmental agency or a contractor procured by the governmental agency and the expense thereof shall be charged to the violator.

Compliance may be reached by the following:

- Ceasing to discharge substance to the conveyance
- Implementing a solution to properly remediate source of pollution so that it does not discharge to the MS4

Furthermore, this violation will be subject to fines if not remedied within 7 days:

Sec. 8-65 of the City Code states, inter alia:
(b) Any person or entity who commits any act prohibited by this division shall be subject to a civil penalty in an amount not to exceed one thousand dollars ($1,000.00) for each day that the violation continues. The court assessing such penalty may, at its discretion, order that the penalty be paid into the treasure of the city for the purpose of abating, preventing, or mitigating environmental pollution.

You have the right to appeal the above listed code sections provided in this notice.

Further investigations may reveal additional violations requiring remediation.

Thank you for your attention to this matter.

Respectfully,

Calvin O'Dell
Director of Public Works

Copies to: Lazlo Palko, City Manager
Dean Crowhurst, City Attorney
Wayne Martin, Stormwater Management/Site Inspections Supervisor

CITY OF MANASSAS PARK

City Hall • One Park Center Court • Manassas Park, Virginia 20111-2395
(703) 335-8800 • Fax (703) 335-0053
www.cityofmanassaspark.us

Mayor:
Jeanette Rishell
Vice Mayor:
Preston Banks

City Manager:
Lazlo Palko

Council Members:
Donald Shuemaker
Hector Cendajas
Miriam Machado
Alanna Mensing
Haseeb Javed

REGISTERED MAIL

NOTICE OF VIOLATION

May 23, 2019

Chip Ashton
8411 Centreville Road
Manassas Park, VA 20111

RE: **Illicit Discharge Violation**
8411 Centreville Road
Manassas Park, VA 20111

Mr. Chip Ashton,

On May 22, 2019 City personnel noticed the following violation at the above referenced property:

- Pumping out of reclamation tank into storm structure

The discharge of the wastewater to the storm structure constitutes an illicit connection and discharge to the City's Municipal Separate Storm Sewer System (MS4).

Illicit connection and illicit discharge are defined in City Code Sec. 8-58, which reads:

> "Illicit connection means any connection, in any matter whatsoever, to the city's MS4 that is not authorized by applicable state law or city ordinance, and which has not been approved by the city in accordance with applicable city ordinances."
>
> "Illicit discharge means any discharge to the city's MS4 that is not composed entirely of stormwater, except discharges pursuant to a separate VPDES or state permit (other than the state permit for discharges from the city's MS4), discharges resulting from firefighting activities, and discharges identified by and in compliance with this division."

Sec. 8-60 of the City Code states, inter alia:
(a) It shall be unlawful and a violation of this division to:
(1) Cause or allow any illicit discharge to the MS4.
(2) Cause or allow any illicit connection to the MS4.
(3) Violate any condition or provision of this division or any permit or approval grant to allow any stormwater discharges to the MS4.

Sec. 8- 65 of the City Code states, inter alia:
(a) Notice of Violation. Whenever the city manager or his/her designee finds that a person or entity has violated a prohibition or failed to meet a requirement of this division, the city manager or his/her designee may order compliance through written notice of violation to the responsible party. Such notice may require, without limitation:

(1) The performance of monitoring, analyses, and reporting.
(2) The elimination of illicit connections or discharges.
(3) That violating discharges, practices or operations shall cease and desist.
(4) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property.
(5) Payment of the costs of administration and remediation.
(6) The implementation of source control or treatment BMPs.

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be performed by a designated governmental agency or a contractor procured by the governmental agency and the expense thereof shall be charged to the violator.

Compliance may be reached by the following:

- Ceasing to discharge wastewater to the storm structure
- Implementing a solution to properly manage car wash wastewater so that it does not discharge to the MS4
- Notify the city about what steps are being taken to prevent future illicit discharges

Furthermore, this violation will be subject to fines if not remedied within 7 days:

Sec. 8-65 of the City Code states, inter alia:
(b) Any person or entity who commits any act prohibited by this division shall be subject to a civil penalty in an amount not to exceed one thousand dollars ($1,000.00) for each day that the violation continues. The court assessing such penalty may, at its discretion, order that the penalty be paid into the treasure of the city for the purpose of abating, preventing, or mitigating environmental pollution.

You have the right to appeal the above listed code sections provided in this notice.

Further investigations may reveal additional violations requiring remediation.

Thank you for your attention to this matter.

Respectfully,

Calvin O'Dell
Director of Public Works

Copies to: Lazlo Palko, City Manager
Dean Crowhurst, City Attorney
Allan Rowley, Engineering Services Manager
Wayne Martin, Stormwater Management/Site Inspections Supervisor

To: Wayne Martin
City of Manassas Park
Public Works Department

From: Matt Williams
SG-MP, LLC DBA
Speedy Green Car Wash

Date: June 11, 2019

Mr. Martin,

On May 22, 2019 at 5:43 AM we noticed our equipment room where our water filtration system was flooding. After diagnosis of the area we found a 2" line connected from our Main City Water line was cracked causing our reclaim tanks to overfill with water and not displace water into our car wash tunnel. We immediately placed sub-pumps in our reclaim tanks to drain the tanks so we can repair the broken pipe. Once the tanks were drained, we were able to jump down into TANK C and make the necessary repairs. We have since then had no issues.

Please let me know if you need any additional information. I can be reached directly at matt@speedygreencarwash.com or via my cell phone (252) 679-6411.

Respectfully,

Matt R. Williams

Managing Partner

Appendix D

Pollution Prevention/Good Housekeeping for Municipal Operations (MCM #6)

PATRIOT DISPOSAL
P.O. Box 3219, Manassas, VA 20108
(703) 257-7100 • Fax (703) 368-1469
www.patriotdisposalservices.com

Invoice #94X00101

April 30, 2019

City of Manassas Park
Department of Public Works
331 Manassas Drive
Manassas Park, VA 20111

Solid Waste Collection and Disposal for the Month of April 2019:

RESIDENTIAL TRASH COLLECTION

Curbside Collection:	
Trash - 3,877 units @ $12.67 per unit per month	$ 49,121.59
Recycling - 3,877 units @ $2.61 per unit per month	10,118.97
Non-Curbside Collection:	
Blooms Crossing - Silver Meteor Court/Black Hawk Court	
Trash - (7) - 8yd dumpsters - 2x/week	877.80
Bulky waste pickup - 1x/week	87.44
Recycling - (131) Recycling Bins - 1x/week	351.36
Park Place Senior Apartments - 9659 Manassas Drive	
Trash - (2) - 8yd dumpsters - 2x/week	467.86
Trash - (1) - 2yd compactor - 3x/week	584.82
Bulky waste pickup - 1x/week	78.35
Recycling - (1) - 8yd dumpster - 1x/week	135.19
Recycling - (24) Recycling Bins (Cottages) - 1x/week	64.63
Manassas Park Station (The Reserve) - Digital Drive	
Trash - (2) - 34yd compactors - 2x/week	1,328.62
Bulky waste pickup - 1x/week	215.76
Recycling - (2) - 4yd dumpsters - 1x/week	666.57
The Point at Park Station (350 units) - Russia Branch View Drive	
Trash - (2) - 34yd compactors - 2x/week	1,771.50
Bulky waste pickup - 1x/week	116.96
Recycling - (8) 96-gallon recycling carts - 2x/week	1,135.58
City Center - 170 Market Street	
Trash - (4) - 2yd dumpsters - 3x/week	2,271.15
Bulky waste pickup - 1x/week	98.80
Recycling - (11) 64-gallon recycling totes - 1x/week	340.60
Moseby Ridge I - 317 A-K Moseby Court	
Trash - (2) 8yd dumpsters - 3x/week	350.88
Bulky waste pickup - 1x/week	59.05
Recycling - (89) Recycling Bins - 1x/week	239.67

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P.O. Box 3219, Manassas, VA 20108
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www.patriotdisposalservices.com

Moseby Ridge II - Kirby Street and Kirby Court	
Trash - (4) 8yd dumpsters - 3x/week	$ 701.76
Bulky waste pickup - 1x/week	111.29
Recycling - (96) Recycling Bins - 1x/week	258.52
MUNICIPAL COLLECTION	
City Hall - One Park Center Court	
Trash - (1) 8yd dumpster - 1x/week	105.61
Bulky waste pickup - 1x/week	59.05
Recycling - (2) 64-gallon recycling carts - 1x/week	59.05
Fire Station - 9080 Manassas Drive	
Trash - (1) 6yd dumpster - 1x/week	204.40
Recycling - (2) 64-gallon recycling carts - 1x/week	31.80
Parks and Recreation Department - Stone House, One Park Place	
Trash - (1) 6yd dumpster - 2x/week	87.44
Trash - (1) 30yd dumpster, on call	
Parks and Recreation Department - Community Center, 99 Adams Street	
Trash - (1) 8yd dumpster - 2x/week	163.52
Recycling - (2) 64-gallon recycling totes - 1x/week	70.41
Parks and Recreation Department - Signal Hill Park, 9300 Signal View Dr	
Trash - (1) 8yd dumpster - 1x/week	204.00
Recycling - (1) 8yd dumpster - 1x/week	87.44
20 yd Roll Off 4/4/2019	448.55
Police Department - 329 Manassas Drive	
Trash - (1) 8yd dumpster - 1x/week	114.69
Recycling - (2) 64-gallon recycling carts - 1x/week	48.82
Public Works Department - Garage Area 331 Manassas Drive	
Roll off - (1) 10yd - on call Street Sweeping Hauling Fee #00010542	200.00
Roll off - (1) 10yd - on call Street Sweeping Disposal 7.64 Tons	496.60
Public Works Department - 331 Manassas Drive	
Trash - (1) 8yd dumpster - 1x/week	183.96
Recycling - (1) 8yd dumpster - 1x/week	79.49
Roll Off (1) 30yd.	
TOTAL INVOICE	$ 74,199.55

Terms:

Net, 30

½%, 10 Days

Order #00010542

Broad Run Recycling , LLC

9220 Developers Dr
Manassas, VA 20109

(571) 292-5333

PATRIOT DISPOSAL INC

Ticket #	52582
Date:	4/20/2019

Truck #:	600	
Workorder:		
Arrival Time:	8:20:21 AM	
Departure Time:	8:37:14 AM	
Arrival Weight:	47,700	PG
Depart Weight:	32,420	PG

Content Weight (lbs): 15,280
Content Weight (tons): 7.64