

**Table 1-1. Proposed Schedule and Goals – Program Management**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
1-1	Develop an organization chart identifying department roles and responsibilities for SWMP activities and BMPs.	Evaluate program requirements and develop organization to support program implementation, and an organizational chart that assigns responsibilities to departments.	In conjunction with the annual report, assess whether organizational changes are required to aid in program effectiveness.	In conjunction with the annual report, assess whether organizational changes are required to aid in program effectiveness.	<ul style="list-style-type: none"> <li>• Develop an organization chart within the first year of the program</li> </ul>
1-2	Develop and execute a MOA that assigns County Department responsibilities for SWMP implementation.	Finalize and execute the MOA.	Evaluate whether the MOA needs to be updated based on changes to County Department structure or role.	Evaluate whether the MOA needs to be updated based on changes to County Department structure or role.	<ul style="list-style-type: none"> <li>• Develop and execute the MOA within the first year of the program.</li> </ul>
1-3	Evaluate potential coordination with other permittees, and execute MOAs with other permittees as appropriate	Evaluate program coordination opportunities with other permittees; finalize and sign MOAs as appropriate.	Evaluate whether the MOAs need to be updated based on changes to relationship between County and other permittees.	Evaluate whether the MOAs need to be updated based on changes to relationship between County and other permittees.	<ul style="list-style-type: none"> <li>• Assess and develop the MOAs within the first year of the program.</li> </ul>

**Table 2-1. Proposed Schedule and Goals – Public Education and Outreach**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
2-1	Add a “storm water” page to the County website.	Gather information and plan the page content.	Have the page go “live” on the County website.	Monitor the website for “hits”; update the website with new information.	<ul style="list-style-type: none"> <li>• Add a “storm water” page to the County website within 2 years</li> <li>• Once the site is active, increase the number of site views by 10% per year.</li> </ul>
2-2	Include information on the County’s SWMP in “The High Street Journal”.	Prepare an article describing the SWMP and upcoming related activities.	Provide updates on the SWMP and related activities.	Provide updates on the SWMP and related activities.	<ul style="list-style-type: none"> <li>• Include two articles per year, related to the SWMP, in the High Street Journal.</li> </ul>
2-3	Prepare a fact sheet on how the general public can reduce pollution in storm water runoff.	Prepare the fact sheet; distribute via County website, bill mailings, and County office newsstands.	Identify other avenues, such as schools, civic groups, and environmental groups, for distribution of the fact sheet.	Continue to distribute the fact sheet to a wider audience.	<ul style="list-style-type: none"> <li>• Provide an annual fact sheet focusing on the storm water issues to County bill payers.</li> <li>• By program years 2 and 3, conduct at least 4 public presentations per year to schools, civic groups, etc.</li> </ul>
2-4	Conduct a targeted education and outreach campaign for commercial/ industrial users.	Identify commercial/ industrial groups for targeted education and outreach campaign.	Conduct education and outreach efforts for commercial/ industrial user groups.	Conduct education and outreach efforts for commercial/ industrial user groups.	<ul style="list-style-type: none"> <li>• By program years 2 and 3, conduct at least one educational/ outreach session per year for commercial/ industrial user groups.</li> </ul>
2-5	Conduct a targeted education and outreach campaign for construction industry.	Identify construction industry groups for targeted education and outreach.	Conduct education and outreach efforts for construction industry groups.	Conduct education and outreach efforts for construction industry groups.	<ul style="list-style-type: none"> <li>• By program years 2 and 3, conduct at least one educational/ outreach sessions per year for construction industry groups.</li> </ul>

**Table 3-1. Proposed Schedule and Goals – Public Involvement/Participation**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
3-1	Involve stakeholders in development of the SWMP.	Solicit community members to attend a preliminary SWMP meeting, and to discuss storm water issues in the UA.	Continue to solicit community input regarding the SWMP.	Continue to solicit community input regarding the SWMP.	<ul style="list-style-type: none"> <li>• During preparation of the SWMP, hold a meeting with community stakeholders and other permittees to discuss storm water issues in the UA</li> </ul>
3-2	Involve stakeholders in implementation of the SWMP.	Solicit community members to attend semi-annual SWMP meetings.	Continue to hold SWMP semi-annual meetings.	Continue to hold SWMP semi-annual meetings.	<ul style="list-style-type: none"> <li>• Participation of stakeholders in SWMP semi-annual meetings.</li> </ul>
3-3	Develop public volunteer activities	Coordinate with community partners to develop and solicit volunteers for activities focused on storm water awareness.	Identify two potential projects and solicit volunteers in coordination with community partners.	Identify two potential projects and solicit volunteers in coordination with community partners.	<ul style="list-style-type: none"> <li>• By program years 2 and 3, conduct two public volunteer activities per year related to storm water awareness.</li> </ul>

**Table 4-1. Proposed Schedule and Goals – Illicit Discharge Detection and Elimination**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
4-1	Establish ordinances, rules, and enforcement procedures that prohibit illegal non-storm water discharges and drain connections.	Evaluate current County Code and other municipality ordinances.	Seek ordinance revision from County Council.	Enact ordinance and conduct education campaign to inform public of the revised ordinance and requirements.	<ul style="list-style-type: none"> <li>• Ordinance revision to prohibit illegal non-storm water discharges and drain connections within 3 years.</li> <li>• Conduct education campaign to inform public of the revised ordinance within 3 years.</li> </ul>
4-2	Storm drainage system mapping	Gather existing information on County-owned storm drainage system and facilities; establish platform for GIS.	Conduct field survey for GIS input of priority areas – commercial and industrial areas within the MS4.	Conduct field survey for GIS input of remaining areas within the MS4.	<ul style="list-style-type: none"> <li>• Develop map of County-owned storm drainage system in the UA within 3 years.</li> <li>• Add new drainage system components added to the County system - within one year of completion of as-built drawings.</li> </ul>
4-3	Field investigations of illegal discharge and connections	Pending storm drainage system mapping.	Survey storm drainage system and outfalls for dry weather flow during system mapping field work.	Survey storm drainage system and outfalls for dry weather flow during system mapping field work.	<ul style="list-style-type: none"> <li>• Conduct field surveys for illicit discharges in priority areas within 3 years.</li> </ul>
4-4	Evaluate mechanisms to receive and respond to complaints of illicit discharges.	Evaluate website and telephone complaint options.	Establish a mechanism to receive and respond to public complaints regarding storm water.	Maintain the public complaint mechanism and respond to complaints in a timely manner.	<ul style="list-style-type: none"> <li>• Establish mechanisms to receive and respond to public complaints within 2 years.</li> <li>• Respond to complaints within 5 working days of receiving complaint.</li> </ul>
4-5	Assess non-storm water discharges that may be significant sources of pollutants to the MS4 in the UA.	Compile a list of non-storm water discharges or flows in the UA.	Evaluate such discharges for significant contributors of pollutants to the regulated MS4.	Evaluate measures for prevention or reduction of pollutants.	<ul style="list-style-type: none"> <li>• Assess non-storm water discharges, and target any discharges needing prevention or reduction of pollutants, within 3 years.</li> </ul>

**Table 5-1. Proposed Schedule and Goals – Construction Site Runoff Control**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
5-1	Conduct training for County plan reviewers and construction inspectors on construction BMPs.	Develop training program for County plan reviewers and construction site inspectors.	Conduct training sessions	Conduct training sessions.	<ul style="list-style-type: none"> <li>By Year 2, conduct annual training for County employees that review construction plans and inspect construction projects.</li> </ul>
5-2	Develop a construction inspection checklist for BMP inspection.	Work with DSA to develop a useful checklist to facilitate inspection of construction BMPs.	Implement checklist during DSA inspections.	Continue to use checklist during DSA inspections.	<ul style="list-style-type: none"> <li>By Year 2, implement the use of a checklist to facilitate DSA inspections of construction BMPs.</li> </ul>
5-3	Review ordinances and design guidance	Evaluate current County Code and design guidance, assess relevant codes used by other municipalities, and identify revisions that could strengthen the County's construction runoff control program.	Seek ordinance revision from County Council.	Enact ordinance and conduct education campaign to inform public of the revised ordinance and requirements.	<ul style="list-style-type: none"> <li>Ordinance revision to strengthen County's runoff control program within 3 years.</li> <li>Conduct education campaign to inform public of the revised ordinance within 3 years.</li> </ul>

**Table 6-1. Proposed Schedule and Goals – Post-Construction Site Runoff Control**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
6-1	Conduct training for County plan reviewers and construction inspectors on post-construction BMPs.	Develop training program for County plan reviewers and construction site inspectors.	Conduct training sessions	Conduct training sessions.	<ul style="list-style-type: none"> <li>By Year 2, conduct annual training for plan reviewers and construction inspectors.</li> </ul>
6-2	Develop an inspection checklist for BMP inspection.	Work with DSA to develop a useful checklist to facilitate inspection of post-construction BMPs.	Implement checklist during County post-construction inspections.	Continue to use checklist during County post-construction inspections.	<ul style="list-style-type: none"> <li>By Year 2, implement a checklist for DSA inspections of post-construction BMPs.</li> </ul>
6-3	Review ordinances and design guidance	Evaluate current County Code and design guidance, assess relevant codes used by other municipalities, and identify revisions that could strengthen the County’s post-construction runoff control program.	Seek ordinance revision from County Council.	Enact ordinance and conduct education campaign to inform public of the revised ordinance and requirements.	<ul style="list-style-type: none"> <li>Ordinance revision to strengthen County’s post-construction runoff control program within 3 years.</li> <li>Conduct education campaign to inform public of the revised ordinance within 3 years.</li> </ul>
6-4	Develop a tracking process and inventory for private and public post-construction storm water controls.	Evaluate potential processes for developing an inventory of private and public post-construction storm water controls.	Determine information needed for inventory of permanent BMPs. Review programs used by other municipalities.	Include in rules a requirement for designer to include GIS information suitable to add the permanent BMP to the County’s storm water asset management system.	<ul style="list-style-type: none"> <li>Within 3 years, revisions to post-construction runoff control rules to require designer to include GIS information suitable to add the permanent BMP to the County’s storm water asset management system.</li> </ul>

**Table 7-1. Proposed Schedule and Goals - Pollution Prevention/Good Housekeeping**

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
		2014/15	2016	2017	
7-1	County facility inventory and mapping	Gather existing information on County facilities in the UA.	Conduct field survey for GIS input of priority (commercial and industrial) areas within the MS4.	Conduct field survey for GIS input of remaining areas within the MS4.	<ul style="list-style-type: none"> <li>Develop map of County-owned facilities in the UA within 3 years.</li> </ul>
7-2	Mechanical street sweeping	Review current program and public complaint records regarding street sweeping.	Evaluate whether more frequent street sweeping is warranted in some areas.	Adjust street sweeping schedule as needed based on evaluation.	<ul style="list-style-type: none"> <li>Adjust street sweeping schedule to more efficiently target County resources while maximizing pollutants collected within 3 years.</li> </ul>
7-3	Litter management	Review current schedule and public complaint records regarding litter control.	Evaluate whether more frequent litter or trash collection is warranted in some areas.	Adjust litter collection schedule as needed based on evaluation.	<ul style="list-style-type: none"> <li>Conduct litter control at a rate that best utilizes County resources while preventing entrainment of litter in storm water within 3 years.</li> </ul>
7-4	Use of BMPs at County facilities	Develop plan for annual “BMP audit” inspection of County facilities and operations that may impact storm water.	Conduct annual inspections of County facilities.	Conduct annual inspections of County facilities.	<ul style="list-style-type: none"> <li>By Year 2, conduct an annual “BMP audit” inspection of County facilities and operations in the UA that may impact storm water.</li> </ul>
7-5	Storm drainage system maintenance	Investigate asset management system to aid in scheduling and managing storm drainage inspections and maintenance.	Evaluate systems and select a program that will interface with the GIS data obtained for the drainage system.	Begin implementation of an asset management system.	<ul style="list-style-type: none"> <li>By Year 3, begin implementation of an asset management system for storm drainage infrastructure in the UA.</li> </ul>
7-6	Conduct an education campaign for County O&M personnel.	Develop a training program for County personnel whose activities may impact storm water.	Implement annual training program.	Conduct annual training program.	<ul style="list-style-type: none"> <li>By program years 2 and 3, conduct annual training programs for at least 90% of active O&amp;M personnel</li> </ul>

Item No.	Proposed Activity or BMP	Proposed Development and Implementation Schedule			Quantifiable Target
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7-7	Develop SOPs for municipal operations.	The County will identify municipal operations (e.g., street sweeping, catch basin cleaning, and vehicle washing/maintenance) that could impact storm water and begin preparing SOPs.	Develop SOPs for activities of concern.	During annual good housekeeping training, receive feedback on SOPs from field staff and adjust as needed.	<ul style="list-style-type: none"> <li>Identify municipal operations that could impact storm water and, by 2016, develop SOPs to protect storm water.</li> </ul>