

**CITY OF  
TONKA BAY**

---

**STORMWATER  
POLLUTION  
PREVENTION PLAN  
(SWPPP)**



## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Newsletter Insert	
<b><u>BMP Description:</u></b> Develop an insert to update residents and businesses on an annual basis and to increase public awareness on stormwater and water conservation-related issues, including those listed within the specific components below.	
<b><u>Measurable Goals:</u></b> Number of update brochures distributed.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Water conservation tips</li> <li>• Basic information on storm drainage systems and how residents can impact water quality.</li> <li>• Environmentally friendly lawn care tips.</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

X	Public education & outreach		Construction site runoff controls
	Public participation & involvement		Post-construction stormwater management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

**BMP Title:** Website – Stormwater Information

**BMP Description:**

Develop educational materials and links on the city website for additional information on stormwater issues to increase public awareness. The links will provide residents and local businesses with an understanding of the NPDES regulations and how the City is meeting those requirements. The Stormwater Pollution Prevention Plan will be posted on the city website for accessibility and downloading.

**Measurable Goals:**

Develop links on the city website

**Specific Components & Notes (optional):**

- Copy of most recent newsletter Insert (MCM 1A)
- Stormwater Pollution Prevention Plan
- Volunteer opportunities such as storm drain labeling.
- Upcoming public meetings (MCM 2A)
- Links to additional information on stormwater pollution prevention
- Link to report concerns on potential illicit discharges or illegal dumping.


## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> City Council Presentation	
<b><u>BMP Description:</u></b> Information will be submitted to the City Council on a yearly basis to provide information on the components listed below. Components presented will be evaluated and adjusted annual as issues related to stormwater awareness develop within the community. The information will be presented to increase Council awareness of stormwater runoff issues and justify the importance of implementing the SWPPP provisions.	
<b><u>Measurable Goals:</u></b> SWPPP presentation	
Completed annual submittals	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• NPDES regulations</li> <li>• Education on potential stormwater impacts to water bodies</li> <li>• SWPPP status and challenges</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
Program presentation by Minnehaha Creek Watershed District and other agencies.	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/> Public education & outreach	<input type="checkbox"/> Construction site runoff controls
<input type="checkbox"/> Public participation & involvement	<input type="checkbox"/> Post-construction stormwater management
<input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Public Input	
<b><u>BMP Description:</u></b> Hold meeting annually as required under Public Outreach and Education Plan	
<b><u>Measurable Goals:</u></b>	
<ul style="list-style-type: none"> <li>Afford interested persons a reasonable opportunity to make oral statements concerning the SWPPP.</li> <li>Consider relevant written information submitted concerning the SWPPP.</li> <li>Procedures and processes for each speaker's presentation.</li> <li>Consideration of public input and make appropriate adjustments to the SWPPP.</li> </ul>	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
The SWPP Plan will be located at City Hall, 4901 Manitou Road, Tonka Bay, MN 55331.	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	
SWPP plan is available for review on website and at city hall.	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping
--	---

**BMP Title:** Public Education through the Minnehaha Creek Watershed District

**BMP Description:**  
 Refer residents and businesses to the Minnehaha Creek Watershed District for information on lawn care practices. Have information available to hand out at city hall. Include information when building permits applications are approved.

<b><u>Measurable Goals:</u></b> Number of Tonka Bay residents and businesses that contact MCWD. Number of brochures handed out at city hall.	
---	--

**Specific Components & Notes (optional):**

- Fertilizer application requirements
- General stormwater runoff impacts from lawn care practices – create awareness


--	--

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping
--	---

<b><u>BMP Title:</u></b> Phosphorus Ordinance Education	
<b><u>BMP Description:</u></b> Post city ordinance on city website. Include copy of ordinance when building permit applications are submitted.	
<b><u>Measurable Goals:</u></b> Number of brochures distributed when building permits applications are submitted.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Fertilizer requirements at the State and local level.</li> <li>• General stormwater runoff impacts from lawn care – create awareness.</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> New Resident Packet	
<b><u>BMP Description:</u></b> Continue to provide informational packets to new residents who come in to homestead their property or as requested. The packets will contain information to develop awareness on water-related issues such as the City's lawn watering policies. Additional information includes Hennepin County Drop Off brochures and waste disposal company options. The information will continue to be updated, as needs change.	
<b><u>Measurable Goals:</u></b> Number of new resident packets prepared for distribution.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Hennepin County Drop Off facility brochure</li> <li>• Water conservation topics</li> <li>• Waste hauler information</li> <li>• Lawn watering policy</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
X	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Annual Public Meeting	
<b><u>BMP Description:</u></b> Conduct an annual public meeting to receive public opinion on the adequacy and effectiveness of the SWPPP program components and provide an opportunity to provide information on stormwater-related issues as requested.	
<b><u>Measurable Goals:</u></b>	
Develop agenda for first annual public meeting	
Evaluate written and oral input and determine if revisions to the SWPPP would be required.	
Number of attendees at annual meeting	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Establish meeting procedure and processes for speakers and written comments.</li> <li>• Consider timely, relevant written materials submitted by the public.</li> <li>• Allow interested persons time to make oral statements on SWPPP.</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Title:** Annual Storm Sewer Pollution Prevention Meeting Notice

**BMP Description:**

Provide at least a 30-day notice containing relevant information about the program and the annual meeting.

**Measurable Goals:**

Distribute notice to official city newspaper, appropriate city and county officials, and all other persons who have requested that they be informed of such a meeting.

**Specific Components & Notes (optional):**


**Educational components related to this BMP (description or number – optional):**

Notice in city newsletter. Notice published in official paper. Notice posted on city website. Notice posted on city bulletin board.

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
X	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Storm Drain Labeling Program	
<b><u>BMP Description:</u></b> Provide materials for a storm drain labeling program in which volunteer groups may pick up supplies and equipment for storm drain labeling free of charge. The labeling of storm sewers will provide awareness that materials which enter the storm drain system are discharged directly into the lakes within the City.	
<b><u>Measurable Goals:</u></b> Number of kits provided	
Number of volunteers who check out kits	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Storm drain education handout for each kit for the volunteer to provide within the neighborhood being labeled.</li> <li>• Volunteer list</li> <li>• Advertisement of the opportunity in the city newsletter and website.</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input checked="" type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping
--	---

<b><u>BMP Title:</u></b> Storm Sewer System Map	
<b><u>BMP Description:</u></b> A storm sewer system map is currently under development. The completed map will be evaluated on an annual basis and updated as needed. Maps are made available to the public.	
<b><u>Measurable Goals:</u></b>	
Gather existing maps and data and evaluate what new information is required.	
Add information and standardize the map information.	
Produce storm sewer map.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Ponds, streams, lakes and wetlands</li> <li>• Structural pollution control devices (i.e., grit chambers, separators, etc.)</li> <li>• All pipes 12-inches in diameter and over</li> <li>• All outfalls and other discharge points, including overland discharges</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input checked="" type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping
--	---

<b><u>BMP Title:</u></b> Illicit Discharge Ordinance	
<b><u>BMP Description:</u></b> Review and, if needed, update City local Water Management Plan. The city adopted the Minnehaha Creek Watershed District Water Resources Management Plan by reference.	
<b><u>Measurable Goals:</u></b>	
Comparison of existing ordinances and policies with other communities and regulatory bodies	
Complete draft ordinance update if needed.	
Complete ordinance update if needed.	
Update Illicit Discharge and Detection Program to reflect ordinance changes	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Illicit connections control</li> <li>• Illegal dumping control</li> <li>• Recreational sewage control</li> <li>• Right-of-entry provision to inspect discharge infrastructure</li> <li>• Sanitary sewer overflow detection and repair</li> <li>• Post-construction inspections of storm sewer systems</li> <li>• Water line flushing</li> <li>• Swimming pool discharges</li> <li>• Residential vehicle repair and washing</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input checked="" type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping
--	---

<b><u>BMP Title:</u> Illicit Discharge and Detection Program</b>	
<b><u>BMP Description:</u></b> Establish program to detect and eliminate illegal and/or improper connections to storm drainage systems and receiving water. The City will focus on the outfall system inspection as scheduled for Minimum Control Measure 6G. If potential illicit discharges are identified, the specific components listed below will be considered for identification of potential sources.	
<b><u>Measurable Goals:</u></b> Evaluate existing information on inspections performed to date within the City.	
Identify and prioritize potential illicit connection assessment sites	
Number of outfalls inspected	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Camera tests for problem areas</li> <li>• Individual property or building inspections</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Annual City Cleanup	
<b><u>BMP Description:</u></b> Provide an annual City Cleanup Day where residents can set materials curbside. No hazardous waste materials would be accepted. Acceptable materials to include items such as yard waste, furniture, tires, small appliances, scrap metal, building materials, carpet, and general trash. The annual cleanup is seen as a tool to deter illegal dumping of these materials as many items are accepted at reduced prices or free of charge. The program will continue while City funds are available.	
<b><u>Measurable Goals:</u></b>	
Number of vehicles	
Amount of materials disposed of.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Promotion of annual event</li> <li>• Partnership with BFI</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Title:** Construction Site Stormwater Runoff Ordinance

**BMP Description:**  
 The City will evaluate existing ordinances and policies of other cities and government entities in relation to the permitting authority minimum standards and county requirements. Adopt by reference the Minnehaha Creek Watershed District and other agency ordinances and policies.

<b><u>Measurable Goals:</u></b> Complete evaluation of existing ordinances and policies, including other local municipalities.	
Review PCA model ordinance and minimum standards as well as Watershed District and County requirements	
Adopt MCWD Ordinance by reference.	
Complete draft ordinance if needed.	
Complete final ordinance if needed.	

<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Right-of-entry provision.</li> <li>• Construction site waste control (MCM 4C).</li> <li>• Site erosion control guidelines for compliance, including requirement for certified erosion and sedimentation control contractors.</li> <li>• Inspection program with penalties for non-compliance.</li> </ul>	
Site plan review procedures, including establishment of performance bond requirements.	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Construction Site Plan Review	
<b><u>BMP Description:</u></b> Update procedures for construction site erosion control measures within the Development Review process to incorporate provisions of the MCWD Construction Site Stormwater Runoff Ordinance.	
<b><u>Measurable Goals:</u></b> Evaluate BMPs currently used on construction sites in the City and need for a Community Resource Checklist.	
Develop or utilize other agency Community Resource Checklist on BMPs/IMPs for contractors and residents.	
Number of plan reviews performed	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Define communication link between engineering, planing, inspections and zoning.</li> <li>• MPCA and MCWD construction site BMP manual.</li> <li>• Site plan review fees.</li> <li>• BMP requirements, including installation expectations, inspection guidelines and timelines.</li> <li>• Development Review guidelines.</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u> Construction Site Inspection and Enforcement</b>	
<b><u>BMP Description:</u></b> Update construction site inspection and enforcement guidelines with the Minnehaha Creek Watershed District. Assess existing policies and control requirements.	
<b><u>Measurable Goals:</u></b> Develop checklist for inspections.	
Number of construction sites inspected.	
Evaluate guidelines and inspection program for incorporation into ordinance	
<b><u>Specific Components &amp; Notes (optional):</u></b> Erosion and sedimentation control guidelines Stop work order procedure Fine structure for non-compliance Log to track inspections and enforcement activity Complaint hotline or website link for residents and employees	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Runoff Volume and Rate Control	
<b><u>BMP Description:</u></b> Coordinate with Minnehaha Creek Watershed District (MCWD) to develop defensible engineering and technical standards for runoff and volume control.	
<b><u>Measurable Goals:</u></b> Coordinate with MCWD to develop defensible engineering and technical standards for runoff volume and rate control consistent with NPDES Phase II and more specifically addressing local needs	
<b><u>Specific Components &amp; Notes (optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input checked="" type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping
---	--

<b><u>BMP Title:</u></b> Runoff Quality Control	
<b><u>BMP Description:</u></b> Develop defensible engineering and technical standards for reducing pollutant loads.	
<b><u>Measurable Goals:</u></b> Coordinate with the Minnehaha Creek Watershed District to develop engineering and technical standards for reducing pollutant loads consistent with NPDES Phase II and more specifically addressing local needs.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach	<input type="checkbox"/> Construction site runoff controls
<input type="checkbox"/> Public participation & involvement	<input checked="" type="checkbox"/> Post-construction stormwater management
<input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Local Water Management Plan	
<b><u>BMP Description:</u></b> The City of Tonka Bay has a Local Water Management Plan (LWMP) to comply with State and Watershed District requirements. The components listed below will be evaluated and incorporated into the plan.	
<b><u>Measurable Goals:</u></b> LWMP Review	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Geology and soil types</li> <li>• Water resources</li> <li>• Land use</li> <li>• Sensitive resources</li> <li>• Water body inventory update</li> <li>• Water quality goals</li> <li>• Issues and corrective actions</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Park and Open Space – Landscaping and Lawn Care Training	
<b><u>BMP Description:</u></b> Develop a park and open space training program during the first reporting year that will focus on the components listed below to raise employee awareness on these topics. The program will be implemented in the second reporting cycle.	
<b><u>Measurable Goals:</u></b>	
Develop park and open space training program	
Number of employees trained	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Mowing discharge training</li> <li>• Compost/mulch management</li> </ul>	
<b><u>Educational components related to this BMP (description or number – optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input checked="" type="checkbox"/> Pollution prevention/Good housekeeping
---	--

**BMP Title: Park and Open Space – Landscaping and Lawn Care Program**

**BMP Description:**

Develop maintenance program of parks, open spaces, and other landscaped areas to minimize water quality impacts from respective land uses.

**Measurable Goals:**

Develop education program for staff and/or seasonal employees on environmental impact of proper lawn and landscaping care.

Amount of fertilizer used

Amount of pesticides used

Amount of herbicides used

**Specific Components & Notes (optional):**


## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach	<input type="checkbox"/> Construction site runoff controls
<input type="checkbox"/> Public participation & involvement	<input type="checkbox"/> Post-construction stormwater management
<input type="checkbox"/> Illicit discharge detection & elimination	<input checked="" type="checkbox"/> Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Fleet and Building Maintenance Training	
<b><u>BMP Description:</u></b> Formalize a fleet and building maintenance training program during the first reporting year that will focus on the components listed below to develop employee awareness of these topics. The program will be implemented in the second reporting cycle.	
<b><u>Measurable Goals:</u></b> Develop fleet and building maintenance training program	
Number of employees trained	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Vehicle maintenance program for vehicle inspection and vehicle washing activities.</li> <li>• Spill cleanup training</li> <li>• Hazardous Materials training</li> <li>• Leak prevention and inspection training, including building infrastructure and storage areas</li> <li>• Materials management</li> <li>• Vehicle fueling</li> <li>• Lubricant disposal</li> <li>• Road salt management for materials and equipment</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Title: Road Salt Materials Management Program**

**BMP Description:**

Continue and formalize tracking of the amount of road salt applied to streets and parking lots during an annual reporting cycle. Annual training will be provided to employees on proper road salt application and management of the materials. After reviewing the first two years of data, the City will evaluate the application rates and types of chemicals used and compare them to industry standards and availability of alternative products and adjust as practical.

**Measurable Goals:**

Amount of road salt applied each year	
Evaluate road salt application to industry standards	
Develop management plan for salt cover facility	
Percent of salt stored under cover	

**Specific Components & Notes (optional):**

Road salt application and management training program (MCM 6C)


# BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input checked="" type="checkbox"/> Pollution prevention/Good housekeeping
---	--

<b><u>BMP Title:</u> Stormwater System Maintenance Training</b>	
<b><u>BMP Description:</u></b> Develop a stormwater system maintenance training program during the first reporting year that will focus on storm sewer maintenance and source management to develop employee awareness of the components listed below. The program will be implemented in the second reporting cycle.	
<b><u>Measurable Goals:</u></b>	
Develop stormwater system training program	
Number of employees trained	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Parking lot and street cleaning</li> <li>• Storm drain system cleaning</li> <li>• Road salt materials management</li> <li>• Debris removal</li> <li>• Catch basin/manhole cleaning</li> <li>• System flushing</li> <li>• Storm drain system inspection criteria</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<b><u>BMP Title:</u> Storm Sewer Inspection Program</b>	
<b><u>BMP Description:</u></b> Establish an annual inspection program that will include inspection of 20% of known outfalls, sediment basins and ponds and 100% of the pollution control devices such as manholes, grit chambers, sumps, floatable skimmers, traps and separators that are under City ownership and/or drainage and utility easements. The City will evaluate stormwater system components that are not under drainage and utility easements and in private ownership to determine the best way to address these areas. The City will re-evaluate the inspection intervals after two reporting years and make changes if required.	
<b><u>Measurable Goals:</u></b> Minimum of 20% of storm drain system outfalls, sediment basins and ponds inspected on a rotating basis.	
Inspection form and database	
100% of pollution control devices inspected annually	
Evaluate privately owned stormwater system components and how to encourage inspections and repairs	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
<ul style="list-style-type: none"> <li>• Stormwater System Maintenance Training (MCM 6F)</li> <li>• Outfall, sediment basins and pond inspection database and forms</li> <li>• Storm sewer map</li> <li>• Criteria for repair, replacement or maintenance</li> <li>• Weather conditions</li> <li>• Sediment storage and remaining capacity estimates</li> <li>• Maintenance performed or recommended</li> </ul>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site runoff controls
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction stormwater management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

**BMP Title:** Storm Drain System Cleaning and Repair

**BMP Description:**

The City of Tonka Bay currently operates a sewer cleaning truck to clean out catch basins and remove debris from the storm sewer line as needed. The City will develop a plan to evaluate all lines and structures for cleaning within a 3-year cycle or as needed according to random inspections.

**Measurable Goals:**

Number of sumps cleaned or repaired each year	
Number of outfalls cleaned or repaired each year	
Number of manholes and catch basins cleaned or repaired each year	
Evaluation of program	

**Specific Components & Notes (optional):**

- Stormwater System Maintenance Training (MCM 6F)
- Storm sewer and sump cleaning schedule
- Storm sewer system map/inventory
- Sewer cleaning truck maintenance schedule
- Storm sewer inspection program
- Planting program along drainage areas of salt-tolerant plants
- Curb and gutter maintenance

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach	<input type="checkbox"/> Construction site runoff controls
<input type="checkbox"/> Public participation & involvement	<input type="checkbox"/> Post-construction stormwater management
<input type="checkbox"/> Illicit discharge detection & elimination	<input checked="" type="checkbox"/> Pollution prevention/Good housekeeping

<b><u>BMP Title:</u></b> Parking Lot and Street Cleaning	
<b><u>BMP Description:</u></b> The City of Tonka Bay currently contracts with a neighboring city for its sweeping services to remove sediment and debris from road surface within the City's ownership to minimize the amount of materials received by the storm sewer system. The City will continue a priority and budget system for sweeping public parking lots and streets at least three times per year.	
<b><u>Measurable Goals:</u></b>	
Number of times each street or parking lot swept each year	
Number of tons of material disposed of annually	
<b><u>Specific Components &amp; Notes (optional):</u></b>	
• Sweeping schedule	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

<input type="checkbox"/> Public education & outreach <input type="checkbox"/> Public participation & involvement <input type="checkbox"/> Illicit discharge detection & elimination	<input type="checkbox"/> Construction site runoff controls <input type="checkbox"/> Post-construction stormwater management <input type="checkbox"/> Pollution prevention/Good housekeeping <input checked="" type="checkbox"/> Evaluation, Recordkeeping and Reporting
---	--

<b><u>BMP Title:</u></b> Annual Program Evaluation and Assessment	
<b><u>BMP Description:</u></b>	
<b><u>Measurable Goals:</u></b> At least annually, review the identified BMPs and evaluate program compliance. Revise and modify the SWPP as determined to increase overall effectiveness.	
<b><u>Specific Components &amp; Notes (optional):</u></b>	

## BMP Description Sheet

**MS4 Name:** Tonka Bay

**Minimum Control Measures Addressed by This BMP**

- |   |  |
|---|--|
| <input type="checkbox"/> Public education & outreach<br><input type="checkbox"/> Public participation & involvement<br><input type="checkbox"/> Illicit discharge detection & elimination | <input type="checkbox"/> Construction site runoff controls<br><input type="checkbox"/> Post-construction stormwater management<br><input type="checkbox"/> Pollution prevention/Good housekeeping<br><input checked="" type="checkbox"/> Evaluation, Recordkeeping and Reporting |
|---|--|

<b><u>BMP Title:</u> Maintain NPDES Phase II Records</b>	
<b><u>BMP Description:</u></b>	
<b><u>Measurable Goals:</u></b> Develop and maintain centralized filing system for NPDES Phase II permit records	
<b><u>Specific Components &amp; Notes (optional):</u></b>  Records will be maintained at City Hall, 4901 Manitou Road, Tonka Bay, MN 55331	