

## Chapter 8: Five Year Work Plan

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The following is the draft Five Year - 4<sup>th</sup> Permit Term Work Plan for the City of Sacramento Stormwater Quality Improvement Program. The “3<sup>rd</sup> Permit” column represents the outcome level for the 3<sup>rd</sup> (last) permit term. This column is blank for tasks new to the 4<sup>th</sup> permit term. The outcome levels listed for each of the fiscal years represent the best estimate of how fast the program will be able to transition to higher outcome levels for that task. (This will be one of the Program’s primary foci in the upcoming permit term). If the outcome level is blank for a particular fiscal year, it indicates that the task will not be performed in that fiscal year. The outcome levels are described in detail in Chapter 3, and are defined as follows:

- Level 1 – Documenting Activities
- Level 2 – Raising Awareness
- Level 3 – Changing Behavior
- Level 4 – Reducing Loads from Sources
- Level 5 – Improving Runoff Quality
- Level 6 – Protecting Receiving Water

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Construction Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>OUTREACH AND EDUCATION</b>						
Train City staff on construction-related stormwater requirements and State General Construction Permit requirements	1	1,2	2	3	3	3
Conduct outreach for the construction and development community on local and state requirements (e.g., fact sheets, brochures, workshops, meetings). Specific tasks to be determined in Annual Work Plan.	1	1,2		2		3
Conduct coordination meetings with stormwater program inspectors regarding private construction site compliance	1	1	1	1	1	1
Discuss stormwater requirements at Utilities Department preconstruction meetings	1	1	1	1	1	1
<b>ORDINANCE AND STANDARDS</b>						
Review and if necessary revise existing ordinance and codes	1		1			1
Review and, if necessary, revise existing standards and/or procedures such as the existing Grading Manual and standard specifications	1	1	1			1
Evaluate the requirements in the reissued State General Construction Permit and revise existing standards and procedures if necessary		1	1			
<b>INSPECTION AND ENFORCEMENT</b>						
Review and comment on CEQA documents	1	1	1	1	1	1
Review and condition projects through the entitlement process	1	1	3	3	3	3
Review and approve ESC Plans for development projects	1	1	3	3	3	3
Require development projects to submit a State General Permit SWPPP and WDID number for applicable projects	1	1	3	3	3	3
Require preparation of ESC Plans and SWPPPs for municipal projects	1	1	1	3	3	3
Obtain State General Construction Permit for municipal projects	1	1	1	3	3	3
Establish priorities for construction site inspections and designate each site	1	1	1	1	1	1

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Construction Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
Continue inspections of private development projects at required intervals	1	1	2	2	3	3
Continue inspections of municipal projects	1	1	1	2	2	3
Refer State General Permit non-filers to Regional Board within 5 business days	1	1	1	1	1	1
Continue to implement Street Washing Certification Program	1	1	1	1	1	1
Distribute State Board's rainy season reminder and/or City reminder (winterization letter) in September and October	1	1	1	1	1	1
Maintain Web site with current information	1	1	1	1	1	1
Update and maintain Construction Element database	1	1	1	1	1	1

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Illegal Discharges Element**

	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
Continue providing means for public reporting of illicit discharges	1				3	
Continue providing spill response and clean up	4				4	
Issue warnings, Notice of Violations (NOVs), Cease & Desists Orders, Administrative Penalties (APs), and invoices for cost recovery to responsible parties, as appropriate	3				3	
Maintain database and records of inspection results, NOVs and Aps	1				2	
Maintain map of illicit discharges	1				2	
Train illegal discharge response staff	1				1	
Continue to provide options to the public for used oil & toxics disposal	3				3	
Continue Mmodified illicit connection field screening	1				1	
Eliminate confirmed illicit connections	1				1	

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Industrial Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>INDUSTRIAL CONTROL PROGRAMS</b>						
Evaluate the City's and County's databases to determine industries that have significant violations	1				3	
Re-evaluate list of top priority industries for inspection	1				3	
Re-evaluate list of top priority industries for outreach	1				3	
<b>COMMERCIAL AND INDUSTRIAL STORMWATER COMPLIANCE PROGRAM (CISCP)</b>						
Revise Sacramento County's Environmental Management Department's enforcement policy as needed	1	1	1	1	1	1
Issue warnings, Notice of Violations (NOVs), Cease & Desists Orders (Orders), Administrative Penalties (APs), and invoices for cost recovery to industries based on the County Stormwater Ordinance, as appropriate	1	1	1	1	2,3	2,3
Maintain EMD database and records of inspection results,NOVs and APs	1	1	1	1	1	1
EMD to conduct inspections for selected commercial and industrial businesses every three years	1	1	1	1	2,3	2,3
EMD to update inspection checklists and education materials as needed	1	1	1	1	1	1
Provide enforcement support to Regional Water Board	1	1	1	1	1	1
<b>STATE INDUSTRIAL GENERAL PERMIT</b>						
Referral of significant Ordinance violations or General Permit non-filers to the Regional Water Board with 30 days after inspection	1	1	1	1	2,3	2,3
<b>COMPLAINT-BASED STORMWATER COMPLIANCE PROGRAM (CBSCP)</b>						
Revise the City's enforcement guidelines and ordinance as needed	1	1	1	1	1	1
Respond to a complaint within five days (1 business day if suspected to contain hazardous substance)	1	1	1	1	1	1
Investigation of complaints referred by the Regional Water Board within three business days	1	1	1	1	1	1
Report any significant violations to the Regional Water Board within 30 days	1	1	1	1	2,3	2,3

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Industrial Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
Provide enforcement support to Regional Water Board	1	1	1	1	1	1
Maintain database of businesses where program staff have conducted investigation and enforcement in response to a complaint	1	1	1	1	2,3	2,3
Issue warnings, NOVs, Orders, APs, and invoices for cost recovery to businesses as appropriate	1	1	1	1	2,3	2,3
<b>OUTREACH AND EDUCATION</b>						
Maintain a business database for outreach to specified industries	1	1	1	1	1	1
Conduct outreach via mailings industries twice during the permit term			3			3
Make and distribute educational material when responding to complaints, conducting inspections, at training classes, at City facilities and in the mail as needed	2	2	2	2	2	2
Increase participation in the CWBP	3	3	3	3	3	3
BERC or City staff conduct training classes or seminars for industries	2,3	2,3	2,3	2,3	2,3	2,3
<b>SPECIAL STUDIES</b>						
Conduct baseline wet weather runoff monitoring for an industrial area	1					5
Perform compliance inspections within industrial area	1					5
Conduct follow up wet weather runoff monitoring for the industrial area to determine BMP effectiveness	1					5

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Municipal Operations Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>MUNICIPAL ACTIVITIES: Storm Drain Operation and Maintenance</b>						
Maintain 95% coverage of all MS4 storm drain inlets associated with unpainted, curb and gutter labeled with a no dumping	2,3	2,3	2,3	2,3	2,3	2,3
Replace markers reported to be missing within 180 days of the report		1	1	1	1	1
Implement sump maintenance procedures consistent with Permit requirements	4	4	4	4	4	4
Continue implementing procedures for special use permits as they pertain to proper management of trash and litter	1	1	1	1	1	1
Document and record quantity of waste removed resulting from operation and maintenance procedures of storm drainage collection systems and appurtenances	4	4	4	4	4	4
<b>MUNICIPAL ACTIVITIES: Streets and Road Maintenance</b>						
Continue street sweeping operations according to frequency schedule resulting from street prioritization	4	4	4	4	4	4
Prevent street-sweeping rinse out from discharging to the MS4	1	2	2	2	2	2
Review and revise, as needed, maintenance practices to include BMPs for potential pollutant sources generated by activities including, but not limited to: sawcutting; street and road maintenance materials and waste; and concrete waste	1	1	2,3	2,3	2,3	2,3
Implement BMPs for activities involving sawcutting; street and road maintenance materials and waste; and concrete waste	2,3	2,3	2,3	2,3	2,3	2,3
<b>MUNICIPAL ACTIVITIES: Curbside Green Waste Collection</b>						
Implement voluntary Green Waste Program	3,4	3,4	3,4	3,4	3,4	3,4
<b>MUNICIPAL ACTIVITIES: Landscape and Recreational Facilities Management</b>						
Develop and implement Integrative Pest Management (IPM) policies and procedures that apply to all of the City's pest	1	1	1	1	1	1
Continue to review City landscape maintenance services to identify any changes in departments and staff responsible for pesticide applications	1	1	1	1	1	1
Review and revise standardized protocols for routine and non-routine application of pesticides and fertilizers as needed	1	1	1	1	1	1

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Municipal Operations Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
Ensure storage of fertilizers and pesticides indoors or under a cover on paved surfaces or within secondary containment	1	1	1	1	1	1
Inspect storage areas	1	1	1	1	1	1
<b>MUNICIPAL ACTIVITIES: Emergency Procedures</b>						
Assess and modify, as needed, emergency Fire Dispatch procedures for dispatching appropriate personnell and equipment to minimize environmental damage in emergency situations such as fires, terrorist attacks, floods, or earthquakes	1	1	1	1	1	1
<b>MUNICIPAL ACTIVITIES: Non-emergency Procedures</b>						
Coordinate with other agencies to develop a response plan to minimize the impact of non-emergency fire fighting flows	1	1,2	1,2	1,2	1,2	1,2
<b>MUNICIPAL FACILITIES: Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management</b>						
Develop and implement SWPPPs for general insustrial permitted municipal facilites as needed	1	1	1	1	1	1
Review and update existing SWPPPs as needed	1	1	1	1	1	1
Develop and implement FPPPs for non general industrial permitted municipal facilities	1	1	1	1	1	1
Review and update FPPPs as needed	1	1	1	1	1	1
Establish inspection frequencies for targeted facilities to insure adequate BMP implementation and maintenance		1	3	3	3	3
<b>MUNICIPAL FACILITIES: Landscape and Recreational Facilities Management</b>						
Include IPM principles within Park Management Plans		1	1	1	1	1
Review and update Park Management Plans as needed		1	1	1	1	1
Recreational facilities (Community Centers, Convention Center, Museums, Zoo, etc.) to develop and implement IPM Implementaiton Plans		1	1	1	1	1
Review and update IPM Ipmlmentation Plans as needed		1	1	1	1	1
Establish and conduct inspection-frequency schedules to assess effectiveness of IPM Implementation Plans		1	1	2,3	2,3	2,3

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Municipal Operations Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>MUNICIPAL FACILITIES: Detention Basin Maintenance</b>						
Periodically review and revise existing Adaptive Management Plans (AMPs) for water-quality detention basins	1	1	1	1	1	1
Develop and implement AMPs for targeted and newly constructed water-quality detention basins	1	1	1	1	1	1
Provide support in the development of Lake management Plans (LMPs) for new water-quality detention basins that will be managed by Home Owners Associations (HOAs)	1	1	1	1	1	1
Periodically review and revise existing LMPs for water-quality detention basins managed by HOAs	1	1	1	1	1	1
<b>MUNICIPAL FACILITIES: Parking Facilities Management</b>						
Develop and implement a Parking Facility Inspection and Maintenance Plan for City-owned parking lots exposed to rainfall		1	1	1	1	1
Review and revise Plan as needed		1	1	1	1	1
<b>MUNICIPAL CONSTRUCTION PROJECTS</b>						
Implement the post-construction treatment requirements as they apply to public improvement projects	1	1	1	1	1	1
Implement the Construciton Program requirements at City-owned construction sites	1	1	1	1	1	1
Continue obtaining coverage under the General Construction Permit for applicable City construction sites	1	1	1	1	1	1
<b>SPILL RESPONSE</b>						
Continue implementing the Sewer Overflow Emergency Response Plan when investigating complaints received; containing overflows; notifying appropriate sewer and public health agencies when flows to the MS4	3,4	3,4	3,4	3,4	3,4	3,4
<b>OUTREACH AND TRAINING</b>						
Continue providing annual training for previously identified employees	2	2,3	2,3	2,3	2,3	2,3
Establish and Conduct training for targeted employees determined to be impacted by the State Board-approved Pesticide Plan	2	2	2	2,3	2,3	2,3
Establish and conduct outreach and training for additional employees not previously targeted	1	2	2	2	2,3	2,3

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - New Development Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>OUTREACH AND EDUCATION</b>						
Train planners and development review staff on stormwater quality development standards to ensure private developments incorporate applicable source and/or treatment control measures	1	1,2	2	3	3	3
Train City staff on stormwater quality development standards to ensure municipal projects include applicable source and/or treatment control measures	1	1,2	2	3	3	3
Provide assistance to the development community and City staff on selection and design of control measures for specific projects as needed	1	1	1	1	1	1
Train City inspectors to ensure municipal and development project's source and treatment controls are constructed per design plans	1	1,2	2	3	3	3
Conduct outreach for the development community on stormwater quality development standards as needed or requested. Specific tasks to be determined in Annual Work Plans.	1	1,2		2		3
<b>POLICY AND STANDARDS</b>						
Incorporate water quality and watershed protection principles to the City's General Plan	1	1	1			
Periodically review and, if necessary, revise the environmental review procedures to ensure stormwater quality requirements are incorporated	1	1		1		1
Review and, if necessary, revise existing ordinances and codes. Ordinances and Codes will be revised as code conflicts are	1	1		1		1
Review and, if necessary update existing policies, procedures and standards such as the Stormwater Quality Design Manual	1	1		1		1
Revise Utilities Storm Drain Design Standards (11.6 Regional Water Quality Control) to refer to Stormwater Quality Design Manual	1	1				
Work with County to update Volume 2 of City/County Drainage Manual to be consistent with the Stormwater Quality Design Manual	1	1				
Develop a waiver program for Regional Board approval	1	1	1			
Assess the applicability of hydromodification for the Sacramento area and, if necessary, develop criteria. The hydromodification analysis will be conducted jointly by the Permittees	1	1	1	1	1	1

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - New Development Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>DEVELOPMENT STANDARD IMPLEMENTATION</b>						
Review and comment on CEQA documents	1	1	1	1	1	1
Review and condition private development projects through the entitlement process	1	1	3	3	3	3
Incorporate regional facilities in development projects when possible	1	1	3	3	3	3
Incorporate source and, when required, treatment controls into development projects	1	1	3	3	3	3
Design and construct source and, when applicable, treatment controls during construction of City facilities	1	1	3	3	3	3
Require and process maintenance agreements for all treatment control measures on private property	1	1	3	3	3	3
Send annual maintenance information request to property owners	1	1,2	2	3	3	3
Follow-up with sites that send insufficient maintenance data or do not respond	1	1	2	2	3	3
Track treatment control measures, maintenance agreements and maintenance data in program database	1	1	1	1	1	1
Maintain Web site with current information	1	1	1	1	1	1

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Public Outreach and Education Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>Elementary Education</b>						
Conduct Classroom Presentations		2	2	2	2	2
Establish behavior and knowledge baselines		2,3				
Class room presentations to 1000 students annually	1	1	1	1	1	1
Targeted pre and post quizzes to assess knowledge and behavior change		2,3	2,3	2,3	2,3	2,3
<b>Media Relations</b>						
Promote water quality awareness through local media sources such as television, radio, and print	2	2	2	2	2	2
<b>Public Involvement</b>						
Continue volunteer DI marking program, mark 500 DI's per year (The feasibility of this effort will be evaluated annually)	1	1	1	1	1	1
Measure effectiveness of markings in bi-annual surveys			2,3		2,3	
Participate in 5 public events	1	1	1	1	1	1
Assess public event effectiveness in surveys			2,3		2,3	
Award 3 community action grants per year	2	2	2	2	2	2

**City of Sacramento, Stormwater Management Program  
Five Year Work Plan - 4th Permit Term - Watershed Stewardship Element**

Task	Applicable Outcome Levels					
	3rd Permit	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
<b>Arcade Creek Watershed Group</b>						
Participate in group meetings (75%)	1	1	1	1	1	1
Administer years 1,2 and 3 of Arcade Creek grant project	1	1	1			
Implement years 2 and 3 of Arcade Creek grant project		1 to 3	4	4	4	4
Implement years 2 - 6 of Arcade Creek Corridor Management Plan		1 to 3	4	4	4	4
Participate in Sacramento River Watershed Group	1	1	1	1	1	1