Event Date: 7/27/22

Event Location: Mayfield Intermediate School (Cafeteria)

Topic(s):

- City of Manassas Pollution Prevention/Good Housekeeping Procedures (including Illicit Discharges)
- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Name	Department
1	Barbie McCommuck	Ivans portation
2	Laura Knight	Transportation
3	YOLANDA DAVIS	Transportation
4	Maria Tonnessen	Transportation
5	Lisa Chua	ti '
6	Brook Rice	TRANS
7	Melvin Garcia	Maint.
8	Johny Arnold	Maint
9	Don Mills	Maint
10	Dylan Clayborn	MAINE
11	Like Calonde	Maint.
12	Ivon Anzalez	Maint
13	Adrian Martinez	maint
14	Joe Kazior	Maint
15	Ketema Nebsie	Transportation
16	Darrell Burke	Transportation
17	EmmA Johnson	Treansportation
18	TRISH Andrews	Transportation
19	NORMA GREEN SR	TRANSportation
20	Norma Green JR	11
21	Judith Cearcier	11
22	ALICIA SALAS	17
27	Tanny stone	11

Stormwater Management Training

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Event Date: 7/27/22

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Number	Name	Department
1	Chris Reedy	Transportation
2	Larena Villa	transportation
3	Russ Helton	Maisstenance School
4	Angela Keener	Transportation
5	Luyta charrey	tramportation
6	Herdi Chicas	Transportation
7	Eva Lucia Amaya	Transportation
8	Blanca Melger	Transportaind
9	(I) Stames	TAM Pohonale 0
10	LINDA FAJE	TRANSDORTATZ~
11	Bill Cunninghamp	Transportation
12	Mario J Moralen	SCHOOL MAINTENANCE
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Stormwater Management Training

Event Date: 7/27/22

Event Location: Mayfield Intermediate School (Cafeteria)

Topic(s):

- City of Manassas Pollution Prevention/Good Housekeeping Procedures (including Illicit Discharges)
- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Name	Department
1	Cody ConStren	FIRCHAR
2	Brent Crime	Elector
3	Tim Hogan	Electric
4	John McMillan	Electric
5	Dova MCarley	STREET
6	Esie Sohnson	Electric
7	Robert T. CAM	Electic
8	DANNY CORPO	STREET
9	Charlie Trepartha	Schools
10	Robert SANSONE	Schools
11	Bably BARET	School
12	Streez Potts,	Schools
13	Buss Helton	School Maintenned
14	Robert KellAS	TRANSportice /
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16	JAMes BOWEr	At Etectric
17	Melvin Shirley	1 Generation
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Stormwater Management Training

Page <u>3</u> of <u>7</u>

Event Date: 7/27/22

Event Location: Mayfield Intermediate School (Cafeteria)

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- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Name	Department
1	Tracy M COOK (hogy M Cor	k Transportation
2	Mina Katsimon	Transportetion
3	TRACE Godlace	Transportation
4 14	Mult I.	Transportation
5	Tom ROBINSON	Transportstion
6	Deborah Martin -	Transportation
7*	Kancer Doarguz	Transportations
8	Olg Shyes	Transportation
9	Dorma Flores	School Bass Driver
10	GARI FROWEN	TRAN SPORTATION
11	FRANK Staines	To prospection
12	Johnathan Kiner	Transportation
13	Sbarreiverp MANNING	TRANSPORFERECCOM
14	Casey Venue	Fransportation
15 [°]	DAVIDViaJR	Transportation
16	KAREN BEAM	Transportation
17	Mary L. Zuspan	Transportation
18	Joseph W. Diaz	Transportation
19	REN LEIBERT	TRANSPORTATION
20	Thomas Hawkins	TRANSPORTATION
21	l	
22		

Event Date: 7/27/22

Event Location: Mayfield Intermediate School (Cafeteria)

Topic(s):

- City of Manassas Pollution Prevention/Good Housekeeping Procedures (including Illicit Discharges)
- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Name	Department
1	Eddie Cox	Communica Land Carrols
2	Matt Tjaden	CEC.
3	David Nouma	Communication & Controls
4	FOEBEN P. JOLLEY	2
5	Chris Berry	Building Maint,
6	Mark Carter	Street Wept,
7	DARIN PROCTOR	BULDING MANYENANCE
8	Thomas 2000	STRET
9	Richard Helten	Street
10	Brandon JenKins	Street
11	DON Neal	street
12	Rashad Seabruse	Street
13	Daniel Ridgeway	Street
14	Jagon Loberts	Street
15	Dustin Frode	Street
16	Dante Webster	Street
17	JEON MENERL	STREET
18	TIM XHEPA	Street
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Page <u>5</u> of <u>7</u>

Matthew HollowAn- Water & Sewer David A. CK Engineering

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Event Date: 7/27/22

Event Location: Mayfield Intermediate School (Cafeteria)

Topic(s):

- City of Manassas Pollution Prevention/Good Housekeeping Procedures (including Illicit Discharges)
- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Name	Department
1	Gretchen Cannon	Transportation
2	Krista Stanley	Transportation
3	Soe Manhoviah	TRANSPORTATION
4	Suste Andorff	stormulater
5	And IdiAwking	MCPS Central Office
6	JOHN KEENAN	ENGINEERING
7	George Henderson	MCPS Central Spice
8	Veronicit anenses	Transpostation
9	Amanda Davis	transportation
10	Paula Nichols	transportation
11	Gathy Koshate	thorisportation
12 <	There sa fultz	
13	Vick, SMITH	
14	Shawadi Mills	
15	Conna 20 Procent	Transportion
16	Brenda E. Awarense	rojtrogenost
17	CLARENEL Johnson	(
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22	Daviell Burley	Transportaten

Stormwater Management Training

Event Location: Metz Middle School (Auditorium)

Event Date: 07/14/2022

Topic(s):

- City of Manassas Pollution Prevention/Good Housekeeping Procedures (including Illicit Discharges)
- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Name	Department
1	CHRIS KEYS	TRAFFIC CONTROL
2	David Beans	Traffic Control
3	Phillip Proffith	Truffic control
4	Keyte Ilean	water & seurer
5	Blake curter	water and server
6	Michael Kirby	water and Sewer
7	Bill Cormous	WARR + JSWSR
8	Dale Canard	Traffic Control
9	Gleath Martin	Traffic Contral
10	Thomas Joyce	Grounds
11	Dan Spoder	Hardia Itury
12	KEN KRATZER	HERTICE TURE -
13	Denald P. Brouch	Wate, E Sever
14	Marcus Benedetti	water selvion
15	Thinn Reen	Purchasing
16	Collern Burroulus	Refused Rhy 12
17	Alarea Dom	st Deet
18	Christmazier	Park & rec
19	Cameron Sheleva	Grounds
20	then Reyes	Grounds
21	Stere Schrach	PW
22	Stere Patts	Schoold

Number	Name	Department
54	1684 Lotomes	Streat
55	Richard Stubbs	Street
56	Christian Tomes	Strends
57	Desmond Deteraux	Streeks
58	Chr.'s Riley	Streets
59	David A. EK	Eng weering
60	Andy Sullinan	Ground
61	Isridn Carse	Weter & Securit
62	George Lun	Hortz
63	Tim fitzwater	ISIG
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Event Date: 7/21/22

Event Location: Metz Middle School (Auditorium)

Topic(s):

- City of Manassas Pollution Prevention/Good Housekeeping Procedures (including Illicit Discharges)
- Stormwater Pollution Prevention Plan (SWPPP) Requirements for the Public Works and Utility Maintenance Yard and Material Reduction Site (MRS)

Number	Ņame	Department
1	DON KINYON	Electvie generation
2	S. Rively	S. Augh Wath
3	Nathan Allison	Wafer
4	Robert PAVEEF	WINTER & SEWER
5	Fred Brown	Electric
6	Brian Peratzer	Engineering
7	John Hart	Operations
8	Mican Short	MAINTAringe garage
9	Matt Kinyon	Mull Maintirence
10	MIKE MARCINS	
11	Mithe Morson	per de la companya de
12	Curtis Short	Cut Sel
13	Sarah About hosh	$\langle \mathcal{R} \rangle$
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Page <u>1</u> of <u>2</u>

Number	Name	Department
23	Scott Horan	PW
24	PATE HEINETUGER	GENERATION / ELECTRIC
25	Blake D-can	utilities water & server
26	Chris Pinjh	Electric
27	Pete Lief	6.1
28	Reberga Simpson	Meter
29	JUSCA Herrera	Mcter
30	miday reperants	water
31	JAMES TAYLOR	METER
32	Brug COBB	MAINTENDICE Ship
33	JEFF CUVIY	Margherance Shop
34	Pakot A Horison	maintainance Shop
35	Song Jin Chung	Engineering
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Page Z of Z

Municipal Facility Stormwater Pollution Prevention Plan (SWPPP) &



Pollution Prevention/Good Housekeeping Procedure (P2/GH) Training

Agenda



- Housekeeping
- Acronyms/Definitions
- Introduction to Stormwater
- Municipal Separate Storm Sewer System (MS4) & Industrial SW Permit Requirements
 - Written Procedures
 - Training
 - Stormwater Pollution Prevention Plans (SWPPPs)
 - Illicit Discharge Detection and Elimination
 (IDDE)
- Pollution Prevention & Good Housekeeping Concepts
- Written Standard Operating Procedures (SOPs)
 - Non-Stormwater Discharges
 - Landscaping and Grounds Maintenance
 - Land Disturbance

- Written SOPs Continued
 - Vehicle/Equipment Maintenance and Repair
 - Vehicle/Equipment Fueling
 - Vehicle/Equipment Parking and Storage
 - Vehicle/Equipment Washing
 - Road, Street, & Parking Lot Maintenance
 - Loading & Unloading Operations
 - Storm Sewer System Cleaning/Maintenance
 - Waste Management
 - Material Storage
 - Pool Operation and Maintenance
 - Salt and Brine Storage Management
 - Salt Storage Runoff Diversion Channel and Management Facility
- Spill Prevention and Response
- Summary
- Available Resources
- Q&A

Housekeeping



- Roll call
- Training certificates are available upon request
- Goal is to have an interactive training session...
 - Discussion/questions/etc. are encouraged
- All materials are available upon request
 - Slide show
 - Municipal Separate Storm Sewer System (MS4) Permit
 - Industrial Stormwater Permit
 - Stormwater Pollution Prevention Plans (SWPPPs)
 - Pollution Prevention/Good Housekeeping Procedures
 - Roll call sheets/training documentation
 - Reference materials

Acronyms

- BMP Best Management Practice
- DE Diatomaceous Earth
- DGS: Department of General Services
- E&S Erosion and Sediment
- GH Good Housekeeping
- Hazmat: Hazardous Materials
- HPMF High Priority Municipal Facility
- HP-SWPPPs High Priority Stormwater Pollution Prevention Plan
- IDDE Illicit Discharge Detection and Elimination
- IPM Integrated Pest Management

- MS4 Municipal Separate Storm Sewer System
- MSDS Material Safety Data Sheet
- NMP Nutrient Management Plan
- P2 Pollution Prevention
- SDS Safety Data Sheet
- SOP Standard Operating Procedure
- VESCH Virginia Erosion and Sediment Control Handbook
- VPDES Virginia Pollutant Discharge Elimination System
- SWPPP Stormwater Pollution Prevention Plan



What is Stormwater?



- Stormwater is precipitation that originates during rain, snow, or storms.
 - In a natural setting, most of the precipitation soaks into the ground or is intercepted by vegetation:



- Rainwater that does not soak into the ground is called stormwater runoff.
 - In a developed area, stormwater runs off impervious surfaces like roofs, streets, and parking lots:



Where does Stormwater Runoff Go?

- Stormwater runoff flows towards storm drains and into a system of underground piping – our storm sewer system
- Unlike wastewater, stormwater runoff does not go to a treatment plant. It flows directly into creeks or rivers, untreated and unfiltered



Receiving Streams Running Through Manassas



Stormwater from the city ultimately flows into various local streams and creeks and ultimately flows into the Potomac River/Chesapeake Bay



Stormwater Runoff is Today's #1 Source of Water Pollution

Vehicle Fluids



What Does runoff pick up?

Stormwater runoff can pick up anything in its path, including many kinds of pollution:

- Oil and gasoline
- Litter, including cigarette built
- Soil and sediment
- Soap
- Pet waste
- Grass clippings
- Leaves
- Fertilizers
- Pesticides
- Salt





Trash

Debris

and

Grass

Clippings

Dry Weather vs. Heavy Rain



You can see all the trash and sediment picked up by runoff, just think of all the pollutants that aren't visible!





- Trash, sediment, grass clippings, and leaves clog storm drains leading to localized flooding
- Trash, oil, soap, and pesticides are toxic to aquatic organisms and to us
- Pet waste and fecal matter can shed potentially pathogenic bacteria, viruses, and parasites into the water







- Nutrients (nitrogen and phosphorus) in waterways cause algal blooms:
 - Algal blooms decrease the oxygen aquatic life need to survive and harm water quality, food resources and habitats, and water supplies
- Increases in sediment in waterways causes cloudy water, limited light penetration, deposition, etc.
 - Sediment deposition results in limiting growth of aquatic vegetation, prevents spawning, restricts recreational uses, etc.





- Decreased fish/animal populations (e.g., blue crabs)
- Limits on recreational uses (i.e., swimming, fishing, navigation, etc.)
- Prevents the growth of aquatic vegetation
- Increases in the cost of treating drinking water
- Issues with drinking water odor and taste







Stormwater Pollution Prevention: Municipal Operations



- City employees engage in a variety of activities that influence water quality:
 - Fleet Maintenance
 - Utility Maintenance
 - Road Maintenance
 - Grounds Maintenance
- Operations are concentrated, higher risk for discharging pollutants
 - Individual Industrial Stormwater Discharge Permit (VPDES)
 - Municipal Separate Storm Sewer System (MS4)
 - Stormwater Pollution Prevention Plan (SWPPP)
 - Nutrient Management Plans

Municipal Separate Storm Sewer System (MS4) Permit



- An MS4 is a conveyance or system of conveyances that is:
 - Owned by a state, city, town, or other public entity that discharges to waters of the U.S.
 - Designed or used to collect or convey stormwater (including storm drains, pipes, ditches, etc.)
 - Not a combined sewer
 - Not part of a publicly-owned treatment works (sewage treatment plant)
- MS4 Permit
 - Phase I
 - Large and medium MS4s are authorized under Individual permits
 - Phase II
 - Small MS4s are regulated under the MS4 General Permit

MS4 Permit Requirements

- Develop and implement written procedures to minimize or prevent pollutant discharges from daily activities such as:
 - Road, street, and parking lot maintenance
 - Equipment/vehicle maintenance, storage, fueling, and washing
 - Application, storage, transport, and disposal of pesticides, herbicides, and fertilizers
- Identify High Priority Municipal Facilities (HPMFs) requiring implementation of a Stormwater Pollution Prevention Plans (SWPPPs)



- Illicit discharge detection and elimination (IDDE)
- Implement a written training plan



MS4 Permit Requirements – Written P2/GH Procedures



- Written procedures must be designed to:
 - Prevent illicit discharges
 - Ensure proper disposal of waste materials, including landscape wastes
 - Prevent discharge of wastewater and vehicle wash water into the MS4 without a separate VPDES Permit
 - Require implementation of BMPs during utility construction and maintenance activities
 - Minimize runoff from bulk storage (e.g., salt storage, stockpiles) areas through BMPs
 - Prevent discharges from leaking automobiles and equipment
 - Ensure the proper application of fertilizers and pesticides



STORMWATER STANDARD OPERATING PROCEDURE

GENERAL POLLUTION PREVENTION AND GOOD HOUSEKEEPING

OBJECTIVE

It is the goal and intent of the Chy of Manassas to minimize or prevent pollutant discharges from those daily activities that could affect stormwater.

RESPONSIBILITY

City staff and associated contractors are responsible for executing the activities in this operating procedure at the Public Works and Utility Maintenance Facility, Materials Reduction Site (MIG), and around the City.

PROCEDURES

Implement the following City of Manassas Stormwater Standard Operated Precedures:

- Non-Stornwater Discharges
- Landscaping and Grounds Maintenance
- Storm Sewer System Cleaning and Maintenance
- Vehicle/Equipment Parking and Storage
- Vehicle/Equipment Maintenance and Repair
- Vehicle/Equipment Weshing
- Vehicle/Equipment Fueling
- Road, Street, and Parking Lot Maintenance
- Land Disturbance
- Pool Operation and Maintenance
- Material Storage
- Loading/Unicading Operations
- Salt and Brine Storage
- Soill Response and Illicit Discharge

Seneral Bollution Prevention and Good Housekeeping Version 00,11,2012 1 | 1 + pre-

Manassas Facilities that Require a SWPPP

- Public Works and Utility Maintenance Facility
 - Industrial Stormwater Permit
- Materials Reductions Site (MRS)
 - MS4 High Priority Municipal Facility



Required SWPPP Components



- Industrial Facility vs High Priority Municipal Facility
- Site description that includes:
 - A site map
 - Description and checklist of potential pollutants and pollutant sources
- Procedures designed to reduce and prevent pollutant discharge
- Description of applicable training
- Procedures to conduct inspections
- Annual review of SWPPP
- Applicable documentation



Required SWPPP Components



- A SWPPP is intended to be a "living document" to be evaluated and modified as necessary in order to accurately reflect any discharge(s), release(s), or spill(s) from a facility, or any site operational changes
- A copy of each HP-SWPPP is required by to be kept on site, be kept up to date, and shall be utilized as part of staff training



SWPPP Map – Materials Reduction Site (MRS)



SWPPP Map – Public Works & Utility Maintenance Yard



Quarterly Inspections of BMPs and P2/GH Measures

- The effectiveness of BMPs and Pollution Prevention measures depends on inspection and routine maintenance. At a minimum, inspections of BMP/Pollution Prevention Measures shall:
 - Occur at least once every quarter with consultation with the Facility Coordinator
 - Include a visual inspection and documentation of all deficiencies
 - Address any follow-up maintenance activities that may be required
 - Be documented with an inspection report and be included in the SWPPP



Annual Comprehensive Site Compliance Evaluations



- Visual inspection of all potential pollutant sources that could enter stormwater conveyances
- Review of BMPs/Pollution Prevention and Good Housekeeping Measures to determine the adequacy of existing practices and if additional practices are needed
- Changes in facility operations or facility layout should be reflected in the SWPPP annually

AN	NUAL COMPREHENSIVE SITE COMPLIANCE EVALUATION REPORT (Page 1 of 4)
City o	of Menesses Public Works Fecility
8500 Mana	Public Works Drive saas, Vircinia 20110
Date:	9/27/2021
Inspe	ster's Name: Max Kuker & Alex Jesmer
Weet	ner Conditions: Sunny
Areti	ore any Discharges Occurring? (V/N): No
Any h	ew operations at the facility since last annual inspection? (Y/N): No
f Yes	Explain: N/A


Illicit Discharge Detection and Elimination (IDDE)



- Be on the lookout for any pollutant discharge to the stormwater system
 - Dry weather flows entering stormwater management facility
 - Oil sheen, turbid water, foam, odor, or other pollutant indicator on pond or other water surfaces
- Typical sources
 - Dewatering
 - Pressure washing
 - Paint washout
 - Sanitary sewage release
 - Leaking dumpster
 - Aggregate runoff
 - Vehicle/equipment maintenance runoff (including washing)



Illicit Discharge Detection and Elimination (IDDE)



- Report pollution, including spills greater than 5 gallons, or questionable discharges to the storm sewer system or local waterways to the Engineering Department in any of the following ways:
 - Stormwater Division 571-383-7981
 - Safety and Risk Management 703-257-8282 or 703-257-8236 (Spills)
 - Director of Public Works (Public Works and Utilities Maintenance Yard) 703-257-8476
 - Refuse and Recycling Coordinator (Materials Reduction Site) 703-257-8256
 - Manassas Connect Webpage (<u>https://user.govoutreach.com/manassascityva/support</u>)



Pollution Prevention Good Housekeeping Concepts



- Minimize exposure of pollutants
 - Clean up after activities
 - Store materials inside or under cover
 - Keep liquid materials in labeled containers with tight fitting lids
- Prevent discharges
 - Conduct activities and store materials away from storm drains and stormwater conveyances
 - Protect storm drains
 - Use dry clean-up methods
 - Collect fluids from leaking vehicles/equipment
 - Clean up spilled or leaked fluids immediately

Written Standard Operating Procedures (SOPs)

- 17 relevant activities with SOPs
 - General Pollution Prevention and Good Housekeeping
 - Non-Stormwater Discharges
 - Landscaping and Grounds Maintenance
 - Land Disturbance
 - Vehicle/Equipment Repair and Maintenance
 - Vehicle/Equipment Fueling
 - Vehicle/Equipment Parking and Storage
 - Vehicle/Equipment Washing
 - Road, Street and Parking Lot Maintenance
 - Loading and Unloading of Materials
 - Storm Sewer System Cleaning and Maintenance
 - Waste Management
 - Material Storage
 - Pool Operation
 - Salt and Brine Storage Management
 - Salt Storage Runoff Diversion Channel and Management Facility
 - Spill Prevention Response





STORMWATER STANDARD OPERATING PROCEDURE

GENERAL POLLUTION PREVENTION AND GOOD HOUSEREEPING

OBJECTIVE

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· Implement the following City of Manassas Stormwate: Standard Operated Procedures.

- Non-Stonnwater Discharges
- Landscaping and Grounds Maintenance
- Storm Sewer System Cleaning and Maintenance
- Vehicle/Cg.doment Parking and Storage
- Vehicle/inglapment Maintenance and Repair
- Vehicle/Equipment Weshing
- Vehicle/Pquipment Fueling
- Road, Street, and Parking Lot Maintenance
- Land Disturbance
- Pool Operation and Maintenance
- Material Storage
- Loading/Unicading Operations
- Salt and Brine Storage
- Split Response and Hidt Discharge

General Poliusion Prevension and Good Houseweeping Vention 27.13.2022 1 Pray e



- Pressure Washing
 - Use mechanical cleaning methods such as sweeping or scraping (wire brushes) and avoid pressure washing and stripping
 - If pressure washing occurs, manage wash water appropriately by:
 - Minimizing the volume of water used
 - Installing absorbent booms at storm drain inlets
 - Using sandbags to divert runoff to a grassy or vegetated area
 - Using cleaners sparingly, if at all
 - If chemicals, solvents or hazardous materials are present, the wash water should be contained and disposed of properly
 - Clean up remaining residue or debris by sweeping



- Painting
 - Use less toxic, water-based paints whenever possible
 - Never clean paintbrushes or rollers or rinse out paint containers in the street or near a storm drain
 - Filter and reuse thinners and solvents when cleaning up oil-based paints
 - Treat leftover cleaning fluids, materials, and oil-based paints as hazardous waste and dispose of them properly
 - Never dispose of unused paint, filters, or thinners and solvents in the street or storm drain









- Sanitary Sewage Connections and Portable Toilets
 - Ensure that any temporary facility plumbed to the sanitary sewer is properly connected to prevent illicit discharges
 - Ensure that sanitary/septic facilities are maintained in good working order
 - Ensure that wastes are transported offsite by a licensed service
 - Store portable toilets away from storm drains
 - Provide secondary containment pans under portable toilets, where possible
 - Provide tie-downs or stake downs for portable toilets in areas of high winds or heavy vandalism





- Concrete Washout
 - Concrete washout water is a slurry containing toxic metals
 - It is also caustic, having a pH near 12
 - Retain all the concrete washout water in leakproof containers
 - Allow water to evaporate and collect the remaining solids
 - Remaining solids can be recycled as construction materials





Landscaping and Grounds Maintenance Procedures

- Use chemicals (fertilizer, herbicides, pesticides, etc.) according to manufacturer's instructions
 - Minimize when possible
 - Do not apply during rain or 24 hours prior to rain event
 - Do not apply any chemicals directly to surface waters
 - When broadcast spreading, avoid hitting paved surfaces or use during high winds
 - Calibrate application equipment at least annually
 - Empty pesticide containers must be triple rinsed prior to disposal with municipal trash
 - Spray the rinsate out in areas typically sprayed for pests







Landscaping and Grounds Maintenance Procedures



- Implement the following Nutrient Management Plans (NMPs) when required:
 - Existing NMPs
 - Byrd Park Ballfields
 - E.G. Smith Ball Fields
 - Jennie Dean Ballfields
 - Manassas Museum
 - Public Works Hillsides
 - Future NMPs
 - Osborn High School
 - Metz Middle School



Landscaping and Grounds Maintenance Procedures

- Use Integrated Pest Management (IPM) techniques (e.g., judicious use of pesticides), when possible
- Never apply chemicals when the ground is frozen and do not use them as a deicer
- If using irrigation sprinklers, use timers to minimize runoff
 - Apply water at rates that do not exceed the infiltration rate of the soil







Land Disturbance Procedures



- Use common sediment and erosion controls to minimize or prevent erosion and the discharge of sediment:
 - Diversion Ditches
 - Temporary and Permanent Cover
 - Sediment Barriers (Silt Fences)
 - Construction Entrances
 - Dewatering Devices
 - Inlet Protection



Land Disturbance Procedures

- Dewatering
 - Select proper dewatering structure(s) based upon site-specific features
 - Pump sediment laden water through properly selected, installed, and maintained controls
 - Conduct dewatering activities away from drainage facilities and watercourses
 - Properly dispose of dewatering bags
 - Use a velocity dissipation device when discharging utility flushing water to non-paved areas to minimize scour potential at the discharge point





Land Disturbance Procedures



- Laws and regulations
 - Chesapeake Bay Preservation Act
 - Greater than 2,500 square feet (ft²)
 - Virginia Erosion and Sediment Control Law
 - Equal or greater than 10,000 ft²
 - Federal Clean Water Act and Virginia Water Control Law
 - Equal to or greater than 1 acre (43,560 ft²)
- If activities will result in the disturbance of 2,500 ft² (e.g., 25 feet X 100 feet), check with your supervisor to ensure all laws and regulations are complied with

VIRGINI GENERAL VPD	A DEPARTMENT OF ENVIRONMENTAL QUALITY ES PERMIT FOR DISCHARGES OF STORMWATER FROM CONSTRUCTION ACTIVITIES (VARI0) REGISTRATION STATEMENT 2019	PERMIT #: PLAN/ID #: TECHNICAL CRITERIA: IIB 🗆 IIC 🗆
Application type (CHOOSE ONE)	NEW PERMIT ISSUANCE MODIFICATION WITH ACREASE INCREASE MODIFICATION WITHOUT ACREASE INCREASE EXISTING PERMIT RE-ISSUANCE	
Section I. Operation	or/Permittee information.	
 Construction a operational co signatory auth 	Activity Operator (Permittee). The person or entity that is ap entrol over construction activities to ensure compliance with drity for this operator must sign the certification in Section V	plying for permit coverage and will have the general permit. A person with 1, (per Part III, K. of the VAR10 Permit).
Operator Name: Contact person: Address: City, State Zip Coo Phone Number: Primary Email: CC Email: B. Billing Informa	ie:	n I. A. above). This entity will receive
Name: Contact Person: Address: Oty, State Zip Cod Phone Number: Primary Email: CC Email:	e	
C. May we trans credit card an	nit correspondence electronically? You must choose <u>YES</u> and I to receive your permit coverage approval letter via email:	finclude a valid email in order to pay by YES D NO D
Section II. Constr	uction Activity Location Information. Project site informatio	n.
 A. Include a site disturbance, c 	map showing the location of the existing or proposed lane-di- onstruction entrances and all water bodies receiving stormw	sturbing activities, the limits of land ater discharges from the site.
8. Construction /	scivity Name	
Address:		
Oity and/or Co	unity and Zip Code:	
Latitude and L (6-digit, decim	ongitude al diggrees format):	
C. Construction	Activity Entrance Location	
latitude/longit	ude in decimal degrees):	

Vehicle/Equipment Maintenance and Repair Procedures

- Designate a parking area for those awaiting maintenance or repair
- Do not store near to a storm drain or stormwater conveyance
- Inspect for leaks on a regular basis
- Perform maintenance/repair indoors or on an impervious surface
- Keep designated maintenance area and equipment clean
 - Do not allow oil and grease to build up over time
 - Store collected materials in container in safe location where it can't be spilled or kicked over
 - Clean up spills or leaks with rags and other absorbent materials
 - Use dry clean-up methods only, if possible
- Keep waste oil, antifreeze, and other fluids properly covered and contained in tight-fitting labeled containers.
 - Keep different types of fluid separate and recycle them whenever possible.







Vehicle/Equipment Fueling Procedures

- Should be conducted at the Public Works and Utility Maintenance Facility
- Ensure that the fuel is the proper type of fuel for the tank being filled
- Ensure spill kits are accessible, stocked, and location known to all maintenance personnel
- Minimize mobile fueling
 - Locate the fueling operation on impervious surface
 - Store and maintain appropriate spill cleanup materials in the mobile fueling vehicle
 - Secure mobile fueling containers during transport and storage





Vehicle/Equipment Fueling Procedures

- Fuel Pump
 - Know where the emergency shut-off switch is located
 - Know how to notify 911 and the emergency coordinator quickly if there's an emergency spill
 - Park as close as possible to the pump, do not stretch the hose to reach
 - Remain in the immediate vicinity of the pump during operation
 - Fuel the vehicle/equipment until the pump automatically shuts off
 - Do not top off the vehicle/equipment fuel tank
 - View the area around the fuel pump and vehicle/equipment to ensure no leaks or spills are present



Vehicle/Equipment Parking and Storage Procedures

- Sweep parking lots, storage areas, and driveways as needed
 - Do not hose down the area to a storm drain
- Use drip pans or absorbent material to capture leaking fluids
- Clean up any spilled or leaked fluids immediately
- Keep waste oil, antifreeze, and other fluids properly covered and contained
 - Keep different types of fluids separate and recycle whenever possible
- Keep fluids in secure and separate containers







Vehicle/Equipment Parking and Storage Procedures

- Active Fleet and Equipment
 - Individual vehicles and equipment should be consistently stored or parked in the same area to allow for consistent controls
- Surplus Fleet/Equipment
 - Inventory all surplus vehicle/equipment
 - Keep metals/equipment stored inside to minimize exposure to rain
 - Do not store surplus equipment for extended periods of time (i.e., more than 180 days)
 - If an extended period of time is expected or exceeded:
 - Drain all fluids
 - Disassemble useable motor parts and store indoors
 - Dispose of remaining machinery as scrap







Vehicle/Equipment Washing Procedures

- Wash in designated areas designed to collect and hold wash water before it is discharged to the sanitary sewer system
- If access to a designated wash area is not an option, the following alternatives should be used:
 - Use commercial washing contractors who temporarily set up at City facilities
 - Wash water must be contained and removed by the contractor and overseen by City staff to ensure proper containment and removal of water and waste
 - Use a commercial washing facility
- Washing can be done on a flat, grassy area only if:
 - The washing is for dirt only and does not include salt, fuels, oil, etc.
 - It is away from storm drains or stormwater conveyances
 - No soaps and detergents are being used







Road, Street & Parking Lot Maintenance Procedures

- General Clean-up Methods
 - Sweep roads, streets, and parking areas on a regular schedule
 - A light water spray may be used to wash down areas of light debris (cigarette butts, etc.). Storm drains must be blocked first
 - Spot clean heavy buildups of fuels and related materials
 - Provide sufficient litter receptacles to reduce the amount of trash and litter
- Concrete Sawing and Surface Repair
 - Schedule asphalt and concrete activities for dry weather
 - Protect any nearby storm drain inlets and adjacent watercourses
 - Use as little water as possible when making saw cuts in pavement
 - Contain slurry then shovel or vacuum the residue from the pavement or gutter







Road, Street & Parking Lot Maintenance Procedures



- Deicing
 - Reduce need by manually clearing sidewalks and driveways
 - Mix and store deicing products indoors or under cover
 - Follow manufacturer's instructions
 - Use only enough to break the ice/pavement bond
 - Calibrate application equipment at least annually
 - Do not apply on vegetation or directly into waterways
 - Do not use a deicer containing Urea



Road, Street & Parking Lot Maintenance Procedures

- Mechanical Sweeping
 - Use mechanical sweepers equipped with a dust sprinkler
 - Dispose of debris collected by sweepers at the sweeper dumpster at the Public Works and Utility Maintenance Facility or at the Manassas Transfer Station
- Pavement Marking
 - Schedule pavement marking activities for dry weather
 - Load and transfer paint away from storm drains
 - Use drop cloths and drip pans in paintmixing areas
 - Properly maintain application equipment
 - Capture all clean-up water & dispose of it properly or allow to evaporate





Loading & Unloading Procedures

- A City employee should be always be present
- Conduct loading/unloading activities under a roof or overhand
- Avoid loading/unloading during wet weather
- Load/unload only in designated areas
- Be alert for dust or fumes
- Use drip pans or absorbent material when:
 - Conducting liquid transfer operations
 - Making/breaking any hose and pipe connections where leaks may occur
- Inspect loading/unloading areas after each use and clean as necessary using "dry" cleaning methods



Storm Sewer System Cleaning and Maintenance Procedures



- Mobilize all required vehicles/equipment to desired catch basin location
- Inspect storm drain system to determine level of cleaning necessary
- Hand Cleaning
 - Clean the material from the catch basin.
 - Clean larger debris from open channels as needed (e.g., fallen trees, large branches, etc.)



Storm Sewer System Cleaning and Maintenance Procedures



- Vacuum Truck Cleaning
 - Place the hose into the storm drain structure and clean only storm drain line upstream of the structure
 - Use sandbags in the storm drain system, as needed, to divert and maximize water capture
 - Remove the material from the catch basin
 - Inspect the storm drain system to determine if additional flushing is necessary. Flush and clean consistent with the previous steps as needed
- Dewater the removed material at dewatering facility located at the Public Works and Utility Maintenance Facility
- Dispose of the dewatered material at the sweeper dumpster at the Public Works/Utilities Compound or at the Manassas Transfer Station



- Store waste containers indoors or undercover, where possible
 - Prevent rain from coming in contact with waste materials, especially from washing waste out of holes or cracks in the bottoms of dumpsters
- Recycle materials when possible
- Ensure waste containers are clearly marked, stored with lids, and tops secured
- Be familiar with the type and location of waste receptacles
- Do not mix waste types in different types of storage containers
- Triple rinse empty pesticide containers prior to disposal with municipal trash
 - Spray the rinsate out in areas typically sprayed for pests







- Waste storage areas should be bermed or surrounded by secondary containment
- Outside waste piles should be covered with a roof or waterproof covering
 - If using a tarp, ensure there are no exposed areas
 - Secure tarps or other covers well and inspect for tearing
 - If waste material storage areas are too large to be covered or contained, E&S control measures must used





- The following should not be deposited in trash or recycling dumpsters:
 - Used vehicle fluids
 - Parts cleaner
 - Antifreeze
 - Oil filters
 - Tires and batteries (e.g., lead acid)
 - Spent metal parts
 - Absorbents used to clean up hazardous wastes









- Inspect storage areas, containers, and covers frequently (e.g., weekly)
- Sweep up wastes, regularly
 - Bag used absorbent and dispose of in municipal trash
- Never dispose of waste in storm drainage system (illegal dumping)
- Chemical/Hazardous Wastes:
 - Designate hazardous waste collection areas on-site when applicable
 - Ensure that hazardous waste is collected, stored, and removed/disposed of only at authorized disposal areas
 - Remove floatables (municipal trash) separately, due to the presence of vehicle fluids and other petroleum products
 - Do not dispose of spent fluorescent lights bulbs in the municipal trash





Material Storage Procedures



- Store materials indoors, under cover or in a leak tight container designed for outside storage
- After each use, ensure that the material is fully contained within a roof or waterproof covering
- Salt and other deicers must be stored indoors or under a roof
- Store liquid materials in secondary containment
- Material storage areas (e.g., stockpiles) must have a tarp or other cover on the top and all exposed sides
 - Tarp must be well secured and free of tears and rips
- If stockpiles are too large to be covered or contained, E&S control measures must used
- Materials should be bermed or surrounded by secondary containment whenever possible





Pool Operation and Maintenance Procedures



- Do not discharge to a street or storm drain when draining pools unless dechlorinated
- Prevent algae problems with regular cleaning and well-maintained water filtration and circulation systems
- Manage pH and water hardness
- Avoid use of copperbased algaecides



Pool Operation and Maintenance Procedures

- Do not clean pool filter in the street or near a storm drain
 - Rinse cartridge filters onto a dirt area and spade filter residue into the soil
 - If using DE filters, dispose of spent earth as solid waste, not into soil.
- Provide trash receptacles near the pool location
- Store pool chemicals indoors or under cover
- Inspect pools and related pipes, drains, and equipment for damage and leaks routinely and repair or replace promptly





Salt and Brine Storage Management

• Liquid Deicer

- Inspect pavement surfaces near the storage tanks for visible deicer residues and dispose of them properly
- Inspect tanks, secondary containment, pipes, pumps, flanges, couplings, hoses, and valves for damage and leaks and repair as necessary
- Use secondary containment to contain leaks from hoses during loading/unloading activities



Salt and Brine Storage Management

• Solid Deicer

- Store all deicer within the salt dome or other covered facility.
- After each use, sweep all loose products back into the facility to avoid tracking pollutants, particularly near the loading/unloading area.
- Inspect pavement surfaces near the storage facility and throughout the site for loose deicer.



Salt Storage Runoff Diversion Channel and Management Facility

- Ensure that salt storage runoff diversion channels are:
 - Clear of debris
 - Free of recent staining
 - Free os salt deposits
 - Free of signs of deterioration (i.e., cracks, spalling, etc.)
- Salt Storage Runoff Management Facility
 - Before and after storms, inspect the facility to ensure adequate capacity for future storms
 - If additional capacity is required, remove water with a vactor truck and dispose of in a sanitary sewer located near the loading dock at the facility
 - Inspect the facility asphalt lining for signs of deterioration (i.e., cracks, alligatoring, etc.)




Spill Prevention

- Implement spill prevention procedures:
 - Use berms
 - Label all containers
 - Store and transport liquid materials in appropriate containers with tight-fitting lids
 - Use drip pans
 - Use tarpaulins and ground cloths to cover sensitive areas
 - Regularly train employees
 - Store spill cleanup kits near areas with high potential for spills



Courtesy of newpig.com



Spill Prevention

- Assess equipment for the presence of hazardous materials
- Inspect storage reservoirs
- Wash equipment in accordance with SOP
- Regularly inspect for leaks or spills
- Clearly label containers
- Use drip pans
- Properly store liquid in appropriate containers with tightfitting lids











- Two plans for the City and the Public Works and Utility Maintenance Yard
 - City: Emergency Response Plan for Hazardous Material
 - Any spills over 5 gallons
 - Separate procedures for Manassas Regional Airport Permit Area and responsible parties not affiliated with the City
 - Spill Report Form Information on training requirements
 - Public Works and Utility Maintenance Yard: Spill Prevention and Response
 - Spill prevention procedures
 - Report and document all spills, regardless of size
 - Spill Report Form (Appendix B)

Spill Response

- Follow Spill Prevention & Response Procedure
- Know contents and locations of spill kits
- Call 911 and notify supervisor immediately if major spill (and material is potentially hazardous)
- Notify supervisor immediately if determined not to be hazardous
- Contain and clean up spill using dry methods only. Do not wash the area into drainage ditch!
- Bag used adsorbents and dispose of in dumpsters if NOT hazardous





Spill Response



- List of contacts in SOP
- Use HazMat/Safety Manager as a resource
- If safe do the following using PPE:

Contact List			
Agency/Organization	Contact Information	Circumstances	Notification
Local Agencies			
Facility Coordinator	703-257-8476 (O) 540-220-3339 (C)	All spills regardless of size or material	Immediately (verbal)
City of Manassas Fire Marshal	703-257-8233	Any spill of gas, oil, antifreeze, hydraulic fluids, or paint	Immediately (verbal)
City of Manassas Non- Emergency Fire and Rescue	703-792-6500	Spill of gas, oil, antifreeze, hydraulic fluids, paint in a quantify that acceeds the facility's capability to clean up and/or if the spill will likely enter the storm drain	immediately (verbal)
Local Emergency Responder	911	10 gallons or more of gas, oil, antifreeze, hydraulic fluids, or paint	immediately (verbal)
City of Manassas Environmental Program Manager	703-257-8342 (O) 703-615-8690 (C)	Any discharge into the storm server, regardless of size or material	immediately (verbal)
Environmental Planner	705-257-8475 (O) 571-385-7981 (C)	All spills regardless of size or material	immediately (verbal)
Safety and Risk Management	703-257-8282 703-257-8236	All spills regardless of size or material	Immediately (verbal)

Table 6

- Contain and clean up spill using absorbent booms, socks, and/or soil
- Focus control measures at location(s) of storm sewers and/or nearby waterways
- Dispose of the collected waste in the appropriate method
- Document as many details of the spill and the subsequent response as possible

Spill Response

- For ALL spills over 5 gallons complete a Spill Report Form for each incident
- For spills at SWPPP sites complete form in SWPPP
- Documentation of each incident should include a description of the nature and location of the discharge





Resources and Q&A



- All SOPs available from the Engineering Department
- Stormwater Contacts
 - Stormwater Division 571-383-7981
 - Safety and Risk Management 703-257-8282 or 703-257-8236 (Spills)
 - Director of Public Works (Public Works and Utilities Maintenance Yard) 703-257-8476
 - Refuse and Recycling Coordinator (Materials Reduction Site) 703-257-8256
 - Manassas Connect Webpage (<u>https://user.govoutreach.com/manassascityva/support</u>)
- Visit the City's Stormwater Management Webpage (<u>https://www.manassasva.gov/engineering/stormwater</u>)
- Construction Handbooks (Erosion and Sediment Control and Stormwater Management) (<u>https://www.deq.virginia.gov/water/stormwater/stormwater-construction/handbooks</u>)

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In Manassas, Clean Water Begins with YOU!







Comments?

-

Sign In Debris Management harning 419/2023 Susie Orndosff - Stormwater Steve Schranh - PW Tim Fitzvate - PW Amelia Gagnon - DEM & dept Mite Morgen JIM BOWER Sund Hom - PW Tonny Webster - presentes Kerry Kennedy - presenter Lisa Sicuel. Otton - Communications

Stormwater Pollution Prevention

Debris Management Training

January 19, 2023



What is stormwater?

Stormwater is precipitation that originates during rain, snow, or storms.

In a natural setting, most of the precipitation soaks into the ground or is intercepted by vegetation:



Rainwater that does not soak into the ground is called stormwater runoff.

In a developed area, stormwater runs off of impervious surfaces like roofs, streets, and parking lots:



Where does stormwater runoff go?

In the City of Manassas, stormwater runoff flows towards storm drains and into a system of underground piping.

This is called our storm sewer system:

Unlike wastewater, stormwater runoff does not go to a treatment plant. It flows directly into creeks or rivers.

 In Manassas, our stormwater flows into local streams and watersheds -Flat branch, Cannon Branch, Russia Branch, Winters Branch



Receiving streams running through Manassas

After exiting the city, the various tributaries flow into the Potomac River Watershed. All Manassas stormwater runoff eventually flows into the Chesapeake Bay.



Improving stormwater quality means fishing and recreation continues in local streams.











What does runoff pick up?

Irash

Stormwater runoff can pick up anything in its path, including many different kinds of pollution:

- Oil and gasoline
- Litter, including cigarette butts
- Soil and sediment
- Soap
- Pet waste
- Grass clippings
- Leaves
- Fertilizers
- Pesticides



What does all that pollution do?

Trash, sediment, grass clippings, and leaves clog storm drains; this leads to localized flooding:



What does all that pollution do?

All pollutants affect the quality of our drinking water and harm aquatic organisms:

- Yard waste, fertilizer, and fecal matter add excess nutrients to water, leading to algal blooms, oxygen depletion, and fish kills.
- Trash, oil, soap, and pesticides are toxic to aquatic organisms and to us.
- Pet waste and fecal matter can shed potentially pathogenic bacteria, viruses, and parasites into the water.
- Sediment makes the water too cloudy for fish and other organisms to see to eat or breed.
 - Pollutants that attach to sediment are transported into the water.





Dry weather vs. Heavy rain

We can see all of the trash and sediment picked up by runoff. Just think of all the pollutants that *aren't* visible!



Stormwater runoff is today's #1 source of pollution in our rivers, lakes, and oceans.



The City of Manassas: an MS4 Community

- EPA and VADEQ require cities of a certain population size to apply for a permit to discharge their stormwater into local surface waters.
 - More people = more urbanization = more potentially polluted stormwater runoff
- The City falls into this category and is designated a Phase II Municipal Separate Storm Sewer (MS4) community.
- Our permit has several requirements, including public outreach, participation events, water quality monitoring, illicit discharge detection and elimination, construction site inspections, inspections of stormwater control measures, and mapping of the storm sewer system.
- City code prohibits illicit discharges.







What is an illicit discharge?

- An illicit discharge is any discharge of pollutants or non-storm water materials allowed to enter the storm sewer systems from overland flows or direct dumping of materials into a catch basin
- Pollutant examples include:
 - Vehicle fluids
 - Fertilizers and pesticides
 - Wastes of all sorts (biological and non-biological)
 - Dirt/sediment
 - Road salt

Anything that is not pure stormwater is an illicit discharge!



Stormwater Pollution Prevention: Municipal Operations

- City employees engage in a variety of activities that influence water quality:
 - Fleet Maintenance
 - Utility Maintenance
 - Road Maintenance
 - Grounds Maintenance
 - DEBRIS MANAGEMENT
- Operations are concentrated, higher risk of illicit discharges (Stormwater Hotspots)
 - Individual Industrial Stormwater Discharge Permit (VPDES)
 - Stormwater Pollution Prevention Plan (SWPPP)
 - Nutrient Management Plans

Your role...

- Follow the debris management plan
- Be mindful of your work area:
 - Minimize erosion, use sediment control practices
 - Use inlet protection when working upstream of storm drains.
 - Always dispense fuel in approved locations
 - ▶ If using fuel cans in the field, never place them on the ground or upstream of a storm drain
 - Always wash vehicles and equipment in approved locations that do not discharge to storm drains.
 - Make sure waste containers/roll-off dumpsters and materials stockpiles are always covered.
 - Locate materials stockpiles away from storm drains as practical. Always store abo ground and under cover.
- Report Illicit discharges in the field:

Your role...

- Notify your supervisor to report anything that might be an illicit discharge.
 - Next steps:
 - Notify Safety and Risk Management: 703-257-8282 or 703-257-8236
 - Notify Stormwater Division: 703-257-8316 or 703-257-8475
 - If you can identify the material and it is non-hazardous, use spill kit or other approved methods to eliminate the illicit discharge.
 - If you can identify the material as hazardous, call 911 and evacuate the site.
 - If you cannot identify the material, notify your supervisor.
- Check our website for more information:
 - http://manassasva.gov/swm



What can you do at home?

- Keep your vehicle maintained so it does not leak.
 - If performing maintenance at home, prevent and spills.
- > Direct wash water from your car into a grassy area, or use a carwash.
- Throw away all trash in a receptacle, and keep bagged trash in a can. Recycle what you can. Never litter.
 - If you smoke, think about where you will dispose the butt before you light up.
- Always pick up after your pet and throw away droppings in the trash.
- Store chemicals, paint, and other substances under cover, protected from rainfall.







In the City of Manassas, clean water begins with you!

