



City of Manassas

# MS4 Annual Report

Permit 4/Year 3 MS4 General Permit VAR040063  
Reporting Period: July 1, 2020 – June 30, 2021

City of Manassas  
Engineering Department  
Stormwater Division

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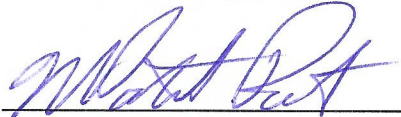
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## Annual Report Certification per Part III K

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print Name: W. Patrick Pate Title: City Manager  
Signature:  Date: 10-1-21

## Part I- MS4 Program Annual Report

### Background

In accordance with the requirements of Permit Number VAR040063, this Annual Report is hereby submitted in compliance with the City of Manassas General Permit for Small Municipal Separate Storm Sewer Systems (MS4). A link to the MS4 Program Plan and latest Annual Report can be found at:

<http://www.manassasva.gov/swm>

A copy of the signed certification (VSMP General Permit Registration Statement) is attached in Appendix 1-A. This Annual Report covers all information required by the permit as described in 9VAC25-890, but is not intended to fully describe all activities the City has performed, programs the City has implemented, or plans the City has made or is making. Not all permit required activities are required to be reported; therefore, omissions of non-required information should not be taken as an indication that the City is not fulfilling those requirements.

### Key Personnel in MS4 Permit Implementation

Changes in MS4 permit implementation staff occurred during the last reporting period. A summary of key personnel involved with MS4 permit implementation is located in Appendix 1-B. A summary of City staff with VADEQ certifications is also located in Appendix 1-B.



## MCM 1: Public Education and Outreach

### High-Priority Stormwater Issues

The following is a list of the high-priority stormwater issues that the City continues to address in its public education and outreach program during this reporting period:

1. Illicit discharges and illegal dumping
2. Pet Waste and Bacteria TMDL
3. Sediment pollution

### Communication Strategies

The City used a variety of strategies to communicate each high-priority stormwater issue to the intended audience. As part of the Northern Virginia Clean Water Partnership (NVCWP), the City utilizes their website information, social media posts, and television commercials (media materials):

NVCWP website: <http://www.onlyrain.org>

NVCWP Facebook page: <http://www.facebook.com/NVCWP>

Additionally, the City utilized the following outlets to communicate high-priority stormwater issues:

1. NVCWP 2020 Summary (includes information regarding Only Rain Survey and Social Media presence)
2. 5 Simple Rules for Trash postcard (Public Works- Refuse and Recycling)
3. Curbside Composting postcard (Public Works- Refuse and Recycling)
4. City Stormwater websites (Engineering- Stormwater Division)
5. City Refuse and Recycling websites (Public Works- Refuse and Recycling)
6. City Park Rules and Regulations signage (Community Development- Parks and Recreation)
7. Pet Waste Station signage (Community Development- Parks and Recreation)

A detailed listing of strategies and outcomes is listed in Appendix 2-A.

### Review of Effectiveness

While the City has been effective at communicating issues regarding illicit discharges and illegal dumping, we believe greater emphasis should be placed on both pet waste/bacteria pollution topics and sediment pollution topics. The City Public Education, Outreach, and Involvement Plan will be updated to reflect a renewed emphasis on these topics while remaining consistent with illicit discharge/illegal dumping messaging.

## MCM 2: Public Participation and Involvement

### Summary of Public Reporting

During the reporting period, the City made a public reporting tool available for stormwater-related issues called See-Click Fix. During this reporting period, 47 complaints were filed on the See-Click-Fix platform. In July 2021, the City transitioned to a new platform called "Go-Gov."

To submit reports through the online tool, citizens visit the City of Manassas website at <http://www.manassasva.gov> and click on "Report a Concern."

Citizens may also download the City's new "Go-Gov" public reporting tool on their smartphone or tablet device to submit concerns. The City receives stormwater program-related questions and complaints from a variety of sources: resident phone calls, emails, in-person citizen reports, staff reports, to our online portal accessible on the City website and by iOS or Android mobile application.

If complaints are determined to be illicit discharges, these items are logged and tracked as illicit discharges. These 47 public reports and complaints included instances of nuisance flooding issues and obstructed infrastructure.

Within the last reporting year, the City made a concerted effort to consolidate, record, and track our complaints through the "See-Click-Fix" system and will further improve our system of tracking and allowing for public input.

A summary of citizen reporting during the previous reporting period is listed in Appendix 2-B.

### MS4 Program/Stormwater Website

The City's MS4 Program / Stormwater Website can be found at: <http://www.manassasva.gov/swm>.  
The City's Refuse and Recycling website can be found at:  
[http://www.manassasva.gov/public\\_works/trash\\_recycling/index.php](http://www.manassasva.gov/public_works/trash_recycling/index.php).

### Public Involvement Activities

1. Pet Waste Station utilization at City Parks
2. Hazardous Household Waste and eWaste Dropoff Days
3. Clean the Bay Day throughout June
4. Park Cleanups through the Adopta! Program
5. Street Cleanups through the Adopta! Program
6. Stream Cleanup Day (March 20, 2021)

Supporting documentation is listed in Appendix 2-B.

## Activity Metrics

As documented in Public Involvement Activities section (Appendix 2) of this Annual Report, the City has provided the dates for each event during this reporting period. Although the metrics were affected by the COVID-19 Pandemic, the City still believes that its overall Public Involvement and Participation activities were effective during this permit year regarding illegal dumping. The City strongly believes that activities focusing on proper disposal of solid waste are having a beneficial effect on local water quality. After evaluating the previous two annual reports, greater emphasis will be placed on creating involvement opportunities focusing on both pet waste/bacteria pollution and sediment pollution. The City Public Education, Outreach, and Involvement Plan will be updated to reflect a renewed emphasis on these types of activities while remaining consistent with progress made on illicit discharge/illegal dumping.

## Collaboration with other Permittees

The City is part of the NVCWP and participates in the “Only rain down the storm drain” initiative. The other MS4 permittees included in the NVCWP are as follows:

Fairfax County	Town of Dumfries	Prince William County Public
Loudoun County	Town of Herndon	Schools
Arlington County	Town of Leesburg	Alexandria Sanitation
Stafford County	Town of Vienna	Authority
Prince William County	Northern Virginia Regional	Fairfax Water
City of Alexandria	Commission	Loudoun Water
City of Falls Church	Virginia Coastal Zone	George Mason University
City of Fairfax	Management Program	
City of Manassas Park		

## MCM 3: Illicit Discharge Detection and Elimination

### MS4 Map Updates

The City confirms that the MS4 map and information table have been updated to reflect any changes to the MS4 occurring on or before June 30 of the reporting year. The City’s current outfall map is provided in Appendix 3-A. The city’s outfall map may also be view online here: <https://bit.ly/39Ld3j1>.



#### Total Number of Outfalls Screened

The City screened 115 MS4 outfalls during this reporting period. A summary of outfall illicit discharge characterizations is provided in Appendix 3-B.

#### List of Illicit Discharges to the MS4

During this reporting period there was confirmation and documentation of twenty (20) illicit discharges to the City's MS4. Summaries of the illicit discharges are presented in Appendix 3-C.

#### Summary of Any Operational Procedures Developed or Modified

The City has revised its policies and procedures regarding MCM 3 activities. An updated copy of this policy manual is located in Appendix 3-D.

### MCM 4: Construction Site Runoff Control

#### Confirmation Statement

The City confirms that land disturbing projects that occurred during the reporting period were conducted in accordance with the City's approved Virginia Erosion and Sediment Control Program (VESCP).

#### Total Number of VESCP Inspections Conducted

The City conducted 307 VESCP inspections and 53 follow-up VESCP inspections for development projects conducted within the MS4 area during the reporting period.

#### Total Number and Type of VESCP Enforcement Actions

The City initiated two VESCP-related enforcement actions during the reporting period, both being stop work orders.

## MCM 5: Post-Construction Stormwater Management

### Total Number of Privately-Owned SWM Facility VSMP Inspections Conducted

The City initiated inspection of 12 privately-owned stormwater management facilities during this reporting period. A list of inspected facilities and corresponding inspection reports are located in Appendix 5-A.

### Total Number and Type of VSMP Enforcement Actions

The City has not issued any new VSMP enforcement actions regarding privately-owned stormwater management facilities.

### Total Number of City Owned/Operated SWM Facility VSMP Inspections Conducted

The City initiated VSMP inspections on all of its 27 stormwater management facilities during the reporting period. A list of the 2020-21 publicly-owned SWMF inspections is provided in Appendix 5-A.

### Description of Significant Maintenance, Repair, or Retrofit Activities Performed

A comprehensive work document was completed during the reporting report, detailing scopes of work for the entire publicly-owned stormwater facility inventory. This inventory detailed all necessary deferred maintenance items to be completed. Significant maintenance, repair, or retrofit activities were initiated on ten (10) publicly-owned stormwater management facilities. A summary of these activities and a copy of the scope of work document is located in Appendix 5-B.

### Confirmation Statement Regarding Compliance with Virginia Construction Stormwater General Permit Database

The City confirms that it submitted stormwater management facility information through the Virginia Construction Stormwater General Permit database for those land disturbing activities for which the City was required to obtain coverage under the General VPDES Permit for Discharges of Stormwater from Construction Activities. The information was submitted September 2020.

## Confirmation Statement Regarding Electronically Reporting BMPs Using the DEQ BMP Warehouse & Submission Date

The City confirms that it electronically reported BMPs using the DEQ BMP Warehouse in accordance with Part I E 5 g. The 2019-2020 information was submitted September 2020. The 2020-2021 information was submitted on September 28, 2021.

### MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations

#### Summary of Any Operational Procedures Developed or Modified

The City has revised its operational/pollution prevention policies and procedures regarding MCM 6 activities. An updated copy of this policy manual is located in Appendix 6-A.

#### Summary of Any New SWPPPs Developed

The City has developed one (1) new SWPPP for the Public Works Materials Reduction Site. The SWPPP document is located in Appendix 6-B.

#### Summary of Any Modified SWPPPs or Delisted Facilities

Previously reported high-priority sites have been delisted for further review of high-priority status. The only active high-priority site within the MS4 service area is the Public Works Materials Reduction Site.

#### Summary of Any New Turf and Landscape Nutrient Management Plans Developed (Location, Acreage, and Date of NMP approval)

The City has not developed any new nutrient management plans during this reporting period.

#### List of the Training Events Conducted

Due to COVID-19 related restrictions on public gatherings, no training events were conducted during this reporting period. The City recently completed a new Training Plan. Implementation of this new plan will begin in Fall 2021. A copy of the updated Training Plan is located in Appendix 6-C.

## Part II- TMDL Special Conditions

### Chesapeake Bay TMDL Action Plan

#### List of BMPs Implemented

No new structural stormwater best management practices have been implemented during the reporting period related to the Chesapeake Bay TMDL. The City continues to evaluate practices in meeting its TMDL nutrient reduction goals.

#### Statement Regarding Any Credits Acquired Progress Toward Meeting the Required Cumulative Reductions for TN, TP, TSS

The City has recently reviewed its schedule of best management practices as listed in the Bay TMDL Action Plan document and has updated project information, including updated pollutant reduction calculations. A summary table of these updates is located in Appendix 7-A.

#### List of BMPs Planned for Implementation During Next Reporting Period

The following best management practices are projected to be implemented during the next reporting period:

- Construction of Lucasville Regional SWMF Retrofit to Level 2 Wet Pond
- Construction of Sills Warehouse SWMF Retrofit to Level 1 Extended Detention Pond
- Design Process for Liberia Plantation Stream Restoration
- Design Process for Round Elementary School Dry Pond Retrofit to Level 1 Wet Pond and Stream Restoration
- Design Process for Winters Branch Stream Restoration

### Bull Run Benthic and Bacteria TMDL

#### Summary of TMDL Action Plan Implementation Actions Conducted

The City has recently reviewed its schedule of best management practices as listed in the Local TMDL Action Plan document and has updated project information, including updated pollutant reduction calculations. A summary table of these updates is located in Appendix 7-B.



The following best management practices are projected to begin during the next reporting period:

- Construction of Sills Warehouse SWMF Retrofit to Level 1 Extended Detention Pond
- Design Process for Liberia Plantation Stream Restoration

## Self-Evaluation of MS4 Program Implementation

The City continues to make significant progress on its MS4 program implementation. During this reporting period, growth is most evident on implementation of MCMs 3, 5, and 6. This growth centers on revisions to operational policies and procedures, capacity building of systems creation and management, and roll out of new public-facing reporting products. The City plans to continue this approach for the remaining portions of Part I and Part II. Maintaining forward momentum is paramount. The steps taken during this reporting period ensure that this momentum toward reaching our goals both continues and grows.

It is also important to note that emphasis and funding to meet both Local and Chesapeake Bay TMDL pollution reduction goals has never been greater, with the engineering design process initiated on two major projects during this reporting period with a minimum of two more in the next reporting period. Nearly \$10 million will be allocated to capital improvements and capital maintenance over the next few reporting periods to ensure the City's commitment to pollution reduction is realized.

Within ninety (90) days of this report's submission date, the City will submit to VADEQ an update MS4 Program Plan detailing all necessary changes and a schedule to implement the identified changes.