



City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

January 17, 2018

Mr. Paul Emmart
TMDL Implementation Analysis Section
Maryland Department of the Environment
1800 Washington Boulevard
Baltimore, MD 21230

RE: WIP II 2018-2019 Milestones and Update on Previous Milestones

Dear Mr. Emmart:

Please find enclosed the City's Watershed Implementation Plan II Milestones for 2018-2019, as well as a current update for all milestones submitted since 2012. Per MDE's request, only Programmatic Milestones are being submitted. New milestones are provided in the requested format while updates to previous milestones are presented in the same format in which they were submitted.

The City's WIP is being implemented by the City's Planning Department with input from Public Works and cooperation from nearly every City department.

If you have questions or need additional information, please do not hesitate to contact me at 301-809-3030 or Ms. Tiffany Wright, the City's Watershed Manager, who has taken the lead on the City's WIP implementation at 301-809-3043 or twright@cityofbowie.org.

Sincerely,

Alfred D. Lott, ICMA-CM, CPM
City Manager

cc: Mr. Adam Ortiz, Director, Prince George's County Department of the Environment (via email)
Mr. George Stephanos, Public Works Director (via email)
Mr. Joseph Meinert, Planning Director (via email)
Mr. Michael Miles, MDE Science Services Administration (via email)

**City of Bowie 2018 – 2019 Programmatic Two-Year Milestones
January 2018 – December 2019**

Target Date	Milestone	Deliverable	Lead Dept	Comments
Urban Stormwater - Funding				
Ongoing	Identify additional grants to pursue as part of impervious cover restoration	Funds to help offset BMP construction	Planning	
2018 and 2019	Include BMP retrofits in annual CIP budgets	Funds for BMP construction	Public Works	
Urban Stormwater – Tracking & Reporting				
2018	Complete GIS data entry of stormwater BMPs and submit to MDE	Spreadsheet of all BMPs	Planning	
Urban Stormwater – Coordination				
2018	Reconvene internal stormwater workgroup	Meeting notes	Planning	
Urban Stormwater – Outreach/Education				
Ongoing	Continue work on storm drain marking program with Scouts, schools and other volunteers	All City-owned storm drains marked with No Dumping medallions	Planning	
2018	Implement a pet waste pick-up outreach program with the City's Green Team	Brochures on pet waste provided by Prince George's County Additional pet waste stations	Planning	
Urban Stormwater – Program Development/Enhancement				
2018	Update training provided to staff from Public Works and Parks & Grounds in 2016	On-site training sessions	Planning	
Urban Stormwater – Local Watershed/Project Planning				
2018	Develop NOI for new Phase II MS4 permit	NOI and any other required documents	Public Works	The permit release date has not been identified; meeting target date depends on its timely receipt.
2019	Increase urban tree canopy on private property	Planted trees (goal is minimum of 100 trees)	Planning	Multi-year project

CITY OF BOWIE MILESTONE 2012-13 UPDATE

Milestone	Updates
Evaluate current staffing levels on the basis of anticipated NPDES MS4 permit and WIP II implementation requirements through 2017.	<p>Ongoing. The previous update noted contracting out construction of new BMPs and retrofits and noted the potential need for support staff. On April 6, 2015, City Council awarded an open-ended contract for design and construction of stormwater retrofits, and a kick-off meeting is scheduled for early May. To support this work, an additional FTE was requested in the FY 16 budget to support this contract and other capital projects.</p> <p>2017 Update: An additional engineer was hired by Public Works.</p> <p>2018 Update: No additional FTEs are needed at this time. Public Works expects to add additional open-ended contracts for design of stormwater management retrofits.</p>
Identify changes needed to the City's Capital Improvements Program budget to reflect WIP II and MS4 permit implementation.	<p>Ongoing. The 2016 CIP budget page has funding requested for design and construction of the priority retrofits. Additional funding may be needed once the MS4 permit is received, and the implementation plan for meeting its requirements has been approved. If needed, this would be proposed for the FY 17 budget.</p> <p>2017 Update: Design has been completed for the first stormwater retrofit, and construction is scheduled for April 2017. Design is underway for the second retrofit – several LID practices at one of the City's buildings. This project will have great demonstration value, and an educational sign will be installed.</p> <p>2018 Update: First retrofit is under construction; the LID project is at 60% design stage.</p>
Research grant opportunities to assist with implementation of the WIP II and MS4 permit.	<p>Ongoing. Funds have been requested in the FY16 budget that will be used to complement grants funds available from NFWF's Technical Capacity grant program. If the budget request is approved, the City will apply for a grant to create a watershed plan meeting EPA's a-i criteria opening up 319 funds to implement capital projects.</p> <p>2017 Update: The first update in the 2016-17 milestones table provides an explanation of the a-i watershed plan. The City was successful in getting a grant from the Chesapeake Bay Trust to supplement budgeted funds for the LID demonstration project noted above.</p> <p>2018 Update: Research continues.</p>
Continue reviewing projects identified by DNR in the WRAS reports for the Upper Patuxent and Western Branch and in the City's Environmental Infrastructure Action Strategy Plan.	<p>Ongoing. A contractor conducting the retrofit inventory did a limited stream walk and identified several restoration opportunities. If the City is successful in its NFWF grant request, this is expected to include additional stream walks in the oldest areas of Bowie that lack stormwater management.</p> <p>2017 Update: The first update in the 2016-17 milestones table provides information on stream assessments.</p> <p>2018 Update: The City's engineering consultant completed stream walks through most of the oldest areas of Bowie (ca. 1965) and has identified some critical issues that are in the City's Capital Investment Program. Further evaluation to clarify specific project scopes continues.</p>

CITY OF BOWIE 2014-15 MILESTONE UPDATE

2014-2015 Milestone	Updates
Develop and adopt an illicit discharge ordinance.	Completed. City Council adopted an illicit discharge ordinance on January 20, 2015. It took effect on February 19, 2015.
Identify potential funding sources for a City-wide watershed management plan to identify additional WIP implementation projects.	Funds have been requested in the FY16 budget that will be used to complement grants funds available from NFWF's Technical Capacity grant program. If the budget request is approved, the City will apply for a grant to create a watershed plan meeting EPA's a-i criteria opening up 319 funds to implement capital projects. 2018 Update: The City decided not to pursue this.
Review the process of internal tracking, documentation, and interdepartmental coordination of citizen complaints about water quality, stormwater, and/or construction sites.	Ongoing. Data is currently managed in a GIS geodatabase. Staff are assessing the potential for using an enterprise system to manage multiple forms and types of data across all departments, and have identified a variety of proprietary and public domain programs specifically for managing MS4 data. Public complaints are made via the City's website and are not permanently logged. We expect to incorporate this into a new system. 2017 Update: Public Works, Information Technology (IT) and Planning Departments are working to improve the interface for citizen complaints on the website. Internal documentation and tracking are being addressed as part of an ongoing Stormwater Workgroup comprised of representatives from each department (except Human Resources). The IT Department is in the process of finding a new vendor whose software will allow for logging and tracking. 2018 Update: IT has upgraded the service request system used on the website for registering and tracking a variety of citizen complaints including stormwater problems, illicit discharges, and erosion and sediment control. Trainings were completed, and the system is being used daily.
Conduct analyses of City-owned maintenance and storage facilities to ensure best management practices for minimizing water pollution (both structural and programmatic) are in place. Develop Stormwater Pollution Prevention Plans (SWPPP), as needed.	Completed. This will begin in FY 16 after new Public Works staff are hired. Money has been allocated to draft a SWPPP for the Public Works Complex in the beginning of FY 16. 2017 Update: Completed

CITY OF BOWIE 2014-15 MILESTONE UPDATE, cont.

2014-2015 Milestone	Updates
Expand public education and outreach and identify training needs among staff.	<p>Ongoing. Staff have expanded public education and outreach efforts by taking the Enviroscope® model to several schools and to the Bowie Green Expo. Several other opportunities have been identified. The City's Green Team will be providing assistance with this goal.</p> <p>2017 Update: Staff is proceeding with additional outreach with help from the City's two environmental committees.</p> <p>2018 Update: Outreach and education to students, Scouts, and other residents continue.</p>
Create an implementation plan for the upcoming stormwater permit that includes WIP milestones.	<p>Upon receipt of the MS4 permit, this milestone will be addressed.</p> <p>2017 Update: The City received a draft of Maryland's MS4 General Permit for Phase IIs. Staff are working to provide comment and will work on an implementation plan, as needed, upon final determination from MDE.</p> <p>The City recently received a Consent Agreement and Final Order from US EPA Region 3 as the result of deficiencies identified in its MS4 program during an inspection in 2015. The City will pay the agreed upon monetary penalty and address any necessary programmatic changes during the first year of the new MS4 permit.</p> <p>2018 Update: Waiting for permit issuance.</p>

CITY OF BOWIE 2016-17 MILESTONE UPDATE

2016-17 Milestone	Updates
Complete a US EPA 'a through i' criteria watershed plan and submit to MDE for approval.	<p>This milestone was an objective for Planning Department staff in the City's 2017 budget. After much discussion and research, staff have determined that this is not something it needs to pursue at this time. The City's Engineering consulting firm completed a physical assessment of about one-third of the City's streams in FY16. Another one-third is scheduled for assessment this fiscal year. The two-thirds of City streams that will have had an updated assessment are located in the area of the city developed during the 1960s.</p> <p>2018 Update: The City decided not to pursue a watershed plan at this time.</p>
Complete Stormwater Pollution Prevention Plan for City-owned maintenance facilities	<p>2017 Update: The City hired a consultant to complete a SWPPP for the Public Works yard. The Parks and Grounds Division needs a SWPPP, and staff will work on that during this (City) fiscal year.</p> <p>2018 Update: SWPPPs have been completed for these facilities and are currently being implemented.</p>

CITY OF BOWIE 2016-17 MILESTONE UPDATE, cont

2016-17 Milestone	Updates
<p>Develop and implement staff training to reduce stormwater pollutants from municipal operations.</p>	<p>Ongoing. The City's Watershed Manager developed a training program and presented it to staff at Public Works (DPW) during Calendar Year 2016. The presentations were targeting at each division (solid waste, engineering/administrative, streets, and water/wastewater plants), as each has different potential pollution problems. Staff at the Parks and Grounds Division will receive training in CY2017, and DPW staff will receive a visit from the Watershed Manager to answer questions and address any concerns that have arisen since their training.</p> <p>2018 Update: Parks and Grounds staff trained; Additional trainings will be scheduled for Spring '18.</p>
<p>Develop a plan for screening priority outfalls for illicit discharges</p>	<p>Ongoing. Staff completed an inventory of all outfalls in 2012. Using land use and other variables, Planning staff have completed an initial assignment of priority and have provided this to the Public Works Director for comment. The proposed inspection frequency includes annual, bi-annual or tri-annual with some commercial areas designated for more frequent inspections. Code Compliance staff will conduct a rapid inspection of parking lots and inlets of commercial areas during their routine visits and request additional inspection from trained staff that may be needed.</p> <p>2018 Update: An SOP was developed, and the first screenings of highest priority outfalls has occurred. Other outfalls will be inspected this calendar year.</p>