



# **Municipal Separate Storm Sewer System Annual Report**

**Reporting Period: July 1, 2024 to June 30, 2025**

**Prepared for:**

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**General Permit No. VAR040107**  
**Due date: October 1, 2025**

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## Appendix

Appendix A: Illicit Discharge Investigation Forms (when applicable – see BMP3B)

**MS4 Annual Report Certification**

"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."

Printed Name: Amelia M. Bradshaw

Signature: 

Title: Vice President Finance & Administration

Date: 10/1/2025

## Background and Purpose

J. Sargeant Reynolds Community College (JSRCC) owns and operates a municipal separate storm sewer system (MS4). The college’s MS4 consists of features such as curb and gutter, drop inlets, ditches, and stormwater management facilities to convey, treat, and ultimately discharge stormwater runoff to surface waters. The discharge of runoff from the MS4 is regulated under the Clean Water Act, as amended and pursuant to the State Water Control Law and Regulations adopted pursuant thereto. VWCC is authorized to discharge stormwater runoff from the campus’s MS4s under the Virginia Stormwater Management Program Regulations, Virginia Pollutant Discharge Elimination System Regulations (VPDES), and the Virginia State Water Control Law.

VWCC is authorized to discharge stormwater in accordance with the General VPDES Permit for Discharges of Stormwater from Small MS4s (General Permit). As required by the General Permit, VWCC has developed an MS4 Program Plan that describes the best management practices (BMPs) the college will implement to maintain compliance with the permit. The General Permit also requires VWCC to submit an annual report to the Virginia Department of Environmental Quality (DEQ) no later than October 1<sup>st</sup> of each year that reports on program implementation from July 1<sup>st</sup> of the previous year to June 30<sup>th</sup> of the current year. Consistent with the requirements of the General Permit, this report is annually completed as summarized in Table 1.

**Table 1.** General information required for annual reporting.

Required Information	Location in Report
Permittee, system name, and permit number	Cover Page
Reporting period	Cover Page
Signed Certification Statement	Page i
MS4 Program Evaluation	Summary provided on Page 2. Evaluation provided in “Measure of Effectiveness” section for reporting provided for each MCM BMP described in the MS4 Program Plan.

## Compliance Summary

Reported information is consistent with the specific annual reporting required in the General Permit and the JSRCC MS4 Program Plan, including supplemental information described in the Program Plan to measure effectiveness of each BMP. For use in reference to this annual report, the MS4 Program Plan is provided at the JSRCC stormwater management [webpage](#). The Program Plan may be updated or revised from time to time as part of an iterative process to reduce pollutant loadings and protect water quality to the maximum extent practicable (MEP). JSRCC has evaluated the effectiveness of each program BMP, as described in the Program Plan. Table 2 summarizes the evaluation to determine if any modifications to the Program Plan are necessary for the subsequent reporting year. Additional detail is provided in the reporting for the specific BMP.

**Table 2.** Evaluation summary for each BMP for the reporting year.

BMP # <sup>1</sup>	Description Summary <sup>1</sup>	Effective		
1A	Public Education & Outreach	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
2A	Dedicated Stormwater Webpage	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
2B	Receive/Respond to Public Reports/Input	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
2C	Public Involvement/Participation Activities	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
3A	MS4 Map and Information Table	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
3B	Prohibition of Non-stormwater Discharges	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
3C	Implement/Enforce IDDE Written Procedures	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
4A	Implement VCCS Stnds. & Specs for ESC	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
4B	Control non-stormwater Discharges (construction)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
5A	Implement VCCS Stnds. & Specs for SWM	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
5B	Inspection/Maintenance of SWM Facilities	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
5C	SWM Facilities Reporting to DEQ	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6A	Implement Good Housekeeping Procedures	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6B	Conduct Annual Campus-wide SWPPP Evaluation	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6C	Nutrient Management Plans & Deicing Policy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6D	Ensure Contract Language for GH/PP Controls	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6E	Conduct MS4 Employee Training	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
SC-1	Chesapeake Bay Third Phase TMDL Action Plans <sup>2</sup>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
SC-2	Bacteria TMDL Action Plan for Chickahominy River	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

<sup>1</sup> Refer to BMP section within the MS4 program plan for full description.

<sup>2</sup> Per permit, reporting on this BMP provided under separate cover in JSRCC's Chesapeake Bay TMDL Implementation Status Report.

**Minimum Control Measure 1: Public Education and Outreach**

**BMP 1A: Public Education and Outreach**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A list of the high-priority stormwater issues (Table 1A);
- ✓ A summary of activities conducted for the report year, including strategies (Table 1A);
- ✓ A description of changes in high-priority issues, including a rationale (Table 1B); and
- ✓ An evaluation to determine BMP effectiveness and any necessary changes (Table 1B).

**Table 1A.** High priority stormwater issues and summary of outreach activities conducted. No activities conducted include information explicitly regarding climate change.

<b>Priority Issue 1:</b>	Stormwater impacts to surface waters and steps to reduce pollution.
Strategy:	Traditional Written Materials
Activity Summary:	Brochures distribute via email to students on identified issue.
<b>Priority Issue 2:</b>	Illicit discharge prohibition and enforcement, including disciplinary implications and reporting, hazards, and proper waste disposal.
Strategy:	Media Materials
Activity Summary:	Closed circuit TV slides aired throughout campus hallways.
<b>Priority Issue 3:</b>	Increase knowledge of pollutants of concern for local impaired waters.
Strategy:	Traditional Written Materials
Activity Summary:	Brochures distribute via email to students on identified issue.

**Table 1B.** BMP effectiveness evaluation from results of public surveys quiz (see Program Plan).

Strategies for each issue implemented?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, necessary actions below)	
Survey date distributed <sup>1</sup>	06/24	No. of respondents:	34
Average score (Permit Year 1):	81%	Score satisfactory (Year 1) <sup>2</sup> :	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (See below)
Average score (Permit Year 3):	TBD	Score satisfactory (Year 3) <sup>2</sup> :	<input type="checkbox"/> Yes <input type="checkbox"/> No (See below)
Average score (Permit Year 5):	TBD	Score satisfactory (Year 5) <sup>2</sup> :	<input type="checkbox"/> Yes <input type="checkbox"/> No (See below)
If “No” answered above, a description of changes and rationale for any changes:			
N/A. Satisfactory score in year 1 of permit. BMP effective. Next survey to be disseminated in 2025-2026 reporting period, per Program Plan, and aim to increase number of respondents.			

<sup>1</sup> For reporting year. Surveys distributed biennially, consistent with outreach to a 2-year college.

<sup>2</sup> Satisfactory = average score > 70% and either an increase or no significant decrease from previous average scores.

**Minimum Control Measure 2: Public Involvement and Participation**

**BMP 2A: Dedicated MS4 Webpage**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A webpage address to the permittee's MS4 program and stormwater website (Table 2A);
- ✓ An evaluation to determine BMP effectiveness and any necessary changes (Table 2B).

**Table 2A.** Dedicated stormwater webpage information.

Webpage Address:	www.reynolds.edu/who_we_are/about/environmental_sustainability/ms4.html
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**Table 2B.** BMP effectiveness evaluation.

An annual assessment of the website was conducted to ensure all information required to be posted on the website is provided. <sup>1</sup>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, necessary actions below)
Description of updates to the webpage implemented during the reporting year:	
The 2023-2024 annual report was added to the webpage.	
If “No” answered above, a description of changes and rationale for any changes:	
N/A. Assessment performed and webpage updated. BMP effective.	

<sup>1</sup> Annual website assessment available upon request.

**BMP 2B: Procedures for Receipt/Response to Public Reports and Input**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A summary of public comments and how the permittee responded for (Table 2C):
  - Comments on the MS4 program; and
  - Stormwater pollution complaints (excluding natural flooding).
- ✓ An evaluation to determine BMP effectiveness and any necessary changes (Table 2D).

**Table 2C.** Dedicated stormwater webpage information.

<b>Public Input on MS4 Program</b>	
Procedures and opportunity provided for public comments on the MS4 program.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see Table 2D)
Summary of public comments and permittee response to each (list):	
N/A. No comments received for the reporting year.	
<b>Public Reporting on Stormwater Pollution Complaints</b>	
Procedures and opportunity provided for public to report stormwater pollution complaints.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see Table 2D)
Summary of public complaints and permittee response to each (list):	
N/A. No complaints received for the reporting year.	

**Table 2D.** BMP effectiveness evaluation based on response to comments/complaints.

Response provided to all comments on the MS4 program and stormwater pollution complaints.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Documentation maintained for comments and complaints and permittee responses for each. <sup>1</sup>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
If “No” answered in Table 2C or Table 2D, described reason and necessary changes and rationale:	
N/A. No comments or complaints. Opportunity provided for public to comment and report stormwater pollution via materials distributed for BMP 1A and on the webpage (BMP 2A). BMP effective.	

<sup>1</sup> As applicable and listed in Table 2C. Documentation available upon request.

**BMP 2C: Public Involvement/Participation Activities**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A description of the public involvement activities with metrics (Table 2E):
- ✓ Determination of BMP effectiveness (benefit to water quality) and necessary changes (Table 2E).

**Table 2E.** Public involvement activities implemented by the permittee (4 minimum annually).

<b>Involvement #1 (Type)</b> <sup>1,2,3</sup>	Description of Activity	Beneficial to Water Quality
Restoration	Sponsored & participated in JSRCC Earth Day On-campus Stream Clean-up (4/26/25)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Metric:	11 bags of trash collected (23 volunteers)	
Rationale for WQ benefit or necessary changes if no benefit:	Pollution directly removed from creek.	
<b>Involvement #2 (Type)</b> <sup>1,2,3</sup>	Description of Activity	Beneficial to Water Quality
Pollution Prevention	Sponsored & participated in "Tire pick-up Day" at 1003 N 4th Street, Richmond. (3/25/25 & 3/26/25)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Metric:	217 tires collected and properly disposed of.	
Rationale for WQ benefit or necessary changes if no benefit:	Tires removed from environment and from creek beds, protecting water quality and aquatic habitat.	
<b>Involvement #3 (Type)</b> <sup>1,2,3</sup>	Description of Activity	Beneficial to Water Quality
Pollution Prevention	Sponsored & participated in trash and debris removal event at 1003 N 4th Street (4/3/25).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Metric:	Five 30-gallon bags of trash collected.	
Rationale for WQ benefit or necessary changes if no benefit:	Trash removed from environment, preventing transport downstream and protecting water quality and aquatic habitat. <span style="float: right;">+</span>	
<b>Involvement #4 (Type)</b> <sup>1,2,3</sup>	Description of Activity	Beneficial to Water Quality
Pollution Prevention	Continued maintenance of cigarette butt stations with stormwater message displayed.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Metric:	6 stations at 3 locations maintained	
Rationale for WQ benefit or necessary changes if no benefit:	Prevents/minimizes cigarette butts that could end up in waterways.	

<sup>1</sup> Inherently, all college activities reach out and engage all economic and ethnic groups. If any education on climate change included, it is described in the involvement description.

<sup>2</sup> A minimum of 2 involvement types must be used annually.

<sup>3</sup> The permittee did not collaborate with other MS4 permittees, unless otherwise noted in the involvement description.

**Minimum Control Measure 3: Illicit Discharge Detection and Elimination**

**BMP 3A: Maintain MS4 Map and Information Table**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A confirmation statement that the MS4 map and outfall information table have been updated to reflect any changes to the MS4 occurring on or before June 30 of the reporting year (Table 3A)
- ✓ Determination of BMP effectiveness and necessary changes (Table 3B).

**Table 3A.** MS4 map and outfall information table confirmation statement.

<b>Confirmation Statement: MS4 Map and Information Table</b>	
<i>“In accordance with the General Permit and Program Plan, VWCC confirms, as part of this annual report, that the MS4 map and information table have been updated to reflect any changes to the MS4 occurring during the reporting year.”</i>	
The confirmation statement above is correct:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, necessary actions below)

**Table 3B.** BMP effectiveness evaluation based on review of MS4 map and outfall information table.

A review of the MS4 mapping and outfall information table (provided on mapping) finds changes during the reporting year are reflected on the mapping and within the table: <sup>1</sup>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered in Table 3A or Table 3B, described reason(s) and necessary change(s):	
N/A. The New Automotive Building was completed near the beginning of the reporting period. MS4 mapping and the outfall information table was updated to reflect changes, including a new outfall, new stormwater conveyances and a new BMP. BMP effective with reviews and updating of mapping and outfall information table.	

**BMP 3B: Prohibition of Unauthorized Nonstormwater Discharges**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A list of illicit discharges to the MS4 (Table 3C), including spills reaching the MS4 with associated permit-required information (see also Appendix A when applicable); and
- ✓ Determination of BMP effectiveness and necessary changes (Table 3D).

**Table 3C.** Summary of illicit discharges occurring during the reporting period.

One or more instances of illicit discharge or spill that reached the storm sewer during the reporting period:		<input type="checkbox"/> Yes (If yes, list below) <input checked="" type="checkbox"/> No	
List of any instance of illicit discharge or spill that reached the MS4:			
No.	Description of Instance and Method Discovered <sup>1,2</sup>	Location & Source	Date (Observed and/or Reported)
-	N/A - No instances	-	-
-	N/A - No instances	-	-
-	N/A - No instances	-	-
-	N/A - No instances	-	-
-	N/A - No instances	-	-

<sup>1</sup> Method refers to if discovered by the permittee during dry weather screening, reported by the public, or other method. See also Appendix A, when applicable, for additional information.

**Table 3D.** BMP effectiveness evaluation based on resolution of illicit discharge and spill instances.

Each instance listed in Table 3C was resolved. <sup>2</sup>	<input type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below) <input checked="" type="checkbox"/> N/A
If “No” answered above, described reason and necessary changes and rationale:	
N/A. No instances. BMP effective with prohibition and written procedures to address illicit discharges in place and implemented.	

<sup>2</sup> See Appendix A for completed “Illicit Discharge Investigation Forms,” when applicable, for each instance described. The forms include information required for each instance, including resolution, follow-up actions and date closed.

**BMP 3C: Maintain, Implement and Enforce IDDE Written Procedures**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ The total number of outfalls and observation points (POIs) screened during the reporting period as part of the dry weather screening program (Table 3E); and
- ✓ Determination of BMP effectiveness and necessary changes (Table 3F).

**Table 3E.** Dry weather outfalls screening summary.

Total number of outfalls and POIs screened as part of dry weather screening program:	12
Total number of MS4 outfalls:	12

**Table 3F.** BMP effectiveness evaluation based on percentage of outfalls screened.

100% of outfalls were screened during the reporting period:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. All outfalls screened (4/9/25 and 4/29/25). No illicit discharges identified. BMP effective.	

## Minimum Control Measure 4: Construction Site Stormwater Runoff and Erosion and Sediment Control

### BMP 4A: Address Discharge from Regulated Construction Site Stormwater Runoff

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A confirmation statement that land disturbing projects that occurred during the reporting period have been conducted in accordance with the current department approved annual standards and specifications for erosion and sediment control (Table 4A);
- ✓ Total number of erosion and sediment control inspections conducted and total number of each type of compliance action and enforcement action implemented (Table 4B);
- ✓ Determination of BMP effectiveness and necessary changes (Table 4C).

**Table 4A.** Implementation of standards and specifications for erosion and sediment control.

<b>Confirmation Statement: Implementation of standards and specifications for ESC</b>	
<i>“In accordance with the General Permit and Program Plan, JSRCC confirms, as part of this annual report, that land disturbing projects that occurred during the reporting period have been conducted in accordance with the current department approved annual standards and specifications for erosion and sediment control, or no applicable projects occurred.”</i>	
The confirmation statement above is correct:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, necessary actions below)

**Table 4B.** ESC inspections and compliance actions.

Total number of erosion and sediment control inspections conducted:					5
Total number of compliance action and enforcement action implemented:					
Warning(s):	0	Notice(s) of Violation:	0	Stop Work Order(s):	0

**Table 4C.** BMP effectiveness evaluation based on success of implementation of ESC controls.

Instance(s) of illicit discharge of sediment occurred from construction activities during the reporting period:	<input type="checkbox"/> Yes (If no, see below) <input checked="" type="checkbox"/> No
If “Yes” answered above, described reason and necessary changes and rationale:	
N/A. One land disturbance project (Auto Building) has been conducted in accordance with the standards and specifications. BMP considered effective since DEQ-approved standards and specifications in place and implemented and no occurrences of illicit discharge occurred from the project. Note the project ended near the beginning of the reporting period.	

**Minimum Control Measure 5: Post-construction SWM for Development**

**BMP 5A: Address Post-construction Stormwater Management (SWM)**

For the reporting year, annual reporting associated with this BMP per the program plan requires:

- ✓ A confirmation statement that land disturbing projects that occurred during the reporting period have been conducted in accordance with the current department approved annual standards and specifications for stormwater management (Table 5A); and
- ✓ Determination of BMP effectiveness and necessary changes (Table 5B).

**Table 5A.** Implementation of standards and specifications for stormwater management.

<b>Confirmation Statement: Implementation of standards and specifications for SWM</b>	
<i>“In accordance with the General Permit and Program Plan, JSRCC confirms, as part of this annual report, that any land disturbing projects that occurred during the reporting period have been conducted in accordance with the current department approved annual standards and specifications for stormwater management. Otherwise, no land disturbing projects project occurred.”</i>	
The confirmation statement above is correct:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, necessary actions below)

**Table 5B.** BMP effectiveness evaluation based on success of implementation of DEQ-approved VCCS standards and specifications associated with SWM for the reporting period.

All applicable land disturbance activities that commenced work have an approved SWM plan:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
All completed applicable land disturbance activities have a VCCS-approved SWM record drawing:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
All applicable land disturbance activities include a long-term SWM inspection and maintenance plan:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
If “No” answered above, described reason and necessary changes and rationale:	
N/A. The New Automotive Building development, that includes a stormwater management facility, is the only project that occurred during the reporting period, with completion early in the reporting period. Record drawings, that include long-term inspection and maintenance requirements, were completed and obtained as part of project completion.	

**BMP 5B: Implement Inspection and Maintenance Program for SWM Facilities**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ Total number of inspections conducted on stormwater management (SWM) facilities owned or operated by the permittee (Table 5C);
- ✓ A description of the significant maintenance, repair, or retrofit activities performed on the SWM facilities owned or operated by the permittee to ensure design performance (Table 5C); and
- ✓ Determination of BMP effectiveness and necessary changes (Table 5D).

**Table 5C.** Stormwater management facility inspections and maintenance for the reporting period.

Total number of inspections conducted on stormwater management facilities owned or operated by the permittee:	8
Total number of stormwater management facilities owned or operated by the permittee:	8
Description of the significant maintenance, repair, or retrofit activities performed on the SWM facilities owned or operated by the permittee ( <i>Listed per BMP ID as shown on MS4 mapping</i> ):	
<p>No significant maintenance, repair or retrofit activities occurred during the reporting period. Maintenance needs identified were generally typical in nature. However, BMP #3, an infiltration basin is holding water. A geotechnical investigation was performed finding the necessary infiltration rates are not present. A plan is being developed by an engineering consultant to address this maintenance need and may result in a retrofit of the facility to an alternative BMP type.</p>	

**Table 5D.** BMP effectiveness evaluation based on 100% of stormwater management facilities inspected during the reporting year and timely maintenance performed, as applicable.

Per Table 5C, 100% of stormwater management were inspected during the reporting period:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
All maintenance needs identified from inspections performed within timeframes per a written maintenance schedule:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
<p>NA. All BMPs inspected. BMP effective. Note: A maintenance plan is underway for BMP #3, with geotechnical investigation completed during the reporting period that found in-situ soils will not provide infiltration, as designed. Alternative retrofit options are currently being assessed, with subsequent plan development procured.</p>	

**BMP 5C: Stormwater Management Facility Reporting to DEQ**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ Confirmation statements (Tables 5E and 5F) that the permittee electronically reported using the DEQ BMP Warehouse:
  - Stormwater management facilities in accordance with Part III B 1 and 2 of the Permit; and
  - Latest inspection date for each facility in accordance with Part III B 4 of the Permit.
- ✓ Determination of BMP effectiveness and necessary changes (Table 5G).

**Table 5E.** Stormwater management facility reporting using the DEQ BMP Warehouse.

<b>Confirmation Statement: Reporting of SWM Facilities to the BMP Warehouse</b>	
<i>“In accordance with the General Permit and Program Plan, JSRCC confirms, as part of this annual report, that stormwater management facilities installed during the reporting period to control post-development stormwater runoff, or otherwise not previously reported, were reported using the DEQ BMP Warehouse. The stormwater management facilities reported are consistent with the requirements of Part III B1 and B2 of the MS4 General Permit.”</i>	
The confirmation statement above is correct:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see Table 5G)

**Table 5F.** Stormwater management facility inspection reporting using the DEQ BMP Warehouse.

<b>Confirmation Statement: Reporting of SWM Facilities Inspections to the BMP Warehouse</b>	
<i>“In accordance with the General Permit and Program Plan, JSRCC confirms, as part of this annual report, that the most recent date for all stormwater management facility inspections was reported using the DEQ BMP Warehouse for in accordance with Part III B4 of the permit.”</i>	
The confirmation statement above is correct:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see Table 5G)

**Table 5G.** BMP effectiveness evaluation based on implementation of required reporting.

Both certification statements above are correct, with reporting implemented prior to submission of this annual report:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. All BMPs and latest inspections reported to the BMP warehouse. BMP effective.	

**Minimum Control Measure 6: Pollution Prevention & Good Housekeeping**

**BMP 6A: Written Procedures for Good Housekeeping and Pollution Prevention**

For the reporting year, annual reporting associated with this BMP per the program plan requires:

- ✓ A summary of any written procedures developed or modified in accordance with Part I E 6 a and b during the reporting period (Table 6A);
- ✓ Determination of BMP effectiveness and necessary changes (Table 5B).

**Table 6A.** A summary of written good housekeeping procedures developed or modified.

Written procedures have been developed in accordance with Part I E 6 a and b of the MS4 General Permit.	<input checked="" type="checkbox"/> Yes (If yes, see below) <input type="checkbox"/> No
If “Yes” answered above, a summary of the written procedures:	
The JSRCC Staff Handbook of Good Housekeeping and Pollution Prevention (Handbook) includes written procedures for activities on campus that could impact stormwater quality. The Handbook defines illicit discharge and provides best practices for activities and waste disposal.	
Modifications to the good housekeeping written procedures occurred during the reporting period:	<input type="checkbox"/> Yes (If yes, see below) <input checked="" type="checkbox"/> No
If “Yes” answered above, a summary of the modifications to the written procedures:	
No modifications necessary during the reporting period. The Handbook is consistent with the requirements of the current permit. The latest version is available on the webpage described in BMP 2A reporting.	

**Table 6B.** BMP effectiveness evaluation based on ability to achieve intended objectives described in in Part I E 6 a and b of the MS4 General Permit for the reporting period.

One or more instance of illicit discharge(s) originated from campus operation and maintenance activities:	<input type="checkbox"/> Yes (If yes, see below) <input checked="" type="checkbox"/> No
One or more instance of illicit discharge(s) originated from mishandling of waste by college staff or contractor:	<input type="checkbox"/> Yes (If yes, see below) <input checked="" type="checkbox"/> No
One or more instance of illicit discharge(s) originated from waste or wash water by a college staff or contractor activity:	<input type="checkbox"/> Yes (If yes, see below) <input checked="" type="checkbox"/> No
If “Yes” answered above, described reason and necessary changes and rationale:	
N/A. No instance of illicit discharge from campus activities during the reporting period. BMP effective.	

**BMP 6B: SWPPPs for High Priority / High Potential Facilities for Discharging Pollutants**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A confirmation statement that high-priority facilities were reviewed to determine if a stormwater pollution prevention plan (SWPPP) coverage is needed during the reporting period (Table 6C);
- ✓ A list of new SWPPPs developed, modified and delisted (Table 6D); and
- ✓ Determination of BMP effectiveness and necessary changes (Table 6E).

**Table 6C.** Review to determine if SWPPP(s) are required per the permit.

<b>Confirmation Statement: Campus SWPPP Assessment Determination</b>	
<i>“In accordance with the General Permit and Program Plan, JSRCC confirms, as part of this annual report, that regulated areas were evaluated during the reporting period to determine if any high priority facilities are present and required to have coverage under a SWPPP.”</i>	
The confirmation statement above is correct:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see Table 6E)

**Table 6D.** SWPPP summary for the reporting period.

Annual evaluation identified facilities requiring a SWPPP:	<input type="checkbox"/> Yes (If yes, see below) <input checked="" type="checkbox"/> No
List of new SWPPPs developed in accordance with Part I E 6 I of the MS4 General Permit:	
N/A. No campus facilities require a SWPPP.	
Summary of SWPPP modifications in accordance with Part I E 6 j, 6 l, or 6 m of the General Permit:	
N/A. No SWPPP required.	
A facility was delisted from requiring a SWPPP:	<input type="checkbox"/> Yes (If yes, see below) <input checked="" type="checkbox"/> No
Rationale for delisting a facility in accordance with Part I E 6 l or m of the General Permit:	
N/A. No SWPPPs required.	

**Table 6E.** BMP effectiveness evaluation based on SWPPP evaluation and development.

Annual SWPPP evaluations performed and SWPPP(s) developed, where applicable:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. Evaluation confirmed no SWPPP required after minor actions taken (cover refuse receptacles).	

**BMP 6C: Maintain Implement Nutrient Management Plan**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ The status of each nutrient management plan as of June 30 of the reporting year (Table 6F); and
- ✓ Determination of BMP effectiveness and necessary changes (Table 6G).

**Table 6F.** Nutrient Management Plan status for the reporting period.

Nutrients were applied within the regulated area:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes above, a current nutrient management plan is implemented:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If nutrients applied and a nutrient management plan is <i>not</i> current, explained as follows:	
N/A. Nutrient Management Plan is current.	
Date of nutrient management plan approval:	7/1/24
Date of nutrient management plan expiration:	6/30/27

**Table 6G.** BMP effectiveness evaluation based on current nutrient management plan, when applicable.

A current nutrient management plan is maintained <i>or</i> no nutrients were applied during the reporting period:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. The college maintains and implements a current Nutrient Management Plan.	

**BMP 6D: Contractor Requirements to Utilize Controls to Minimize Pollutant Discharges**

No annual reporting requirements for this BMP.

**BMP 6E: Training Plan for Applicable Employees**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A list of the training activities (Table 6H) conducted, including the following information:
  - The completion date for the training activity;
  - The number of employees who completed the training activity; and
  - The objectives and good housekeeping procedures covered by the training activity.
- ✓ Determination of BMP effectiveness and necessary changes (Table 6I).

**Table 6H.** Good housekeeping / pollution prevention training plan implementation summary.

List of latest training activities conducted in accordance with Part I E 6 d of the General Permit:	
Training consisted of a PowerPoint presentation given by a professional engineering consultant to applicable staff. Training was provided as a recorded video specific to JSRCC. A quiz was taken by attendees after the training as a measure of effectiveness.	
Completion date of the latest training activity provided to applicable employees:	8/2/24
Number of employees who completed the training activity:	17
Objectives and good housekeeping procedures covered by the latest training activity.	
The presentation provided information for recognition of illicit discharges, pollution prevention practices, applicable TMDLs and spill response. The training is focused on the JSRCC Staff Handbook of Good Housekeeping and Pollution Prevention described in BMP 6A.	
Completion date of the previous training activity provided to applicable employees:	9/20/22

**Table 6I.** BMP effectiveness evaluation based on training frequency and quiz scores.

Latest training within 24 months of previous training:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. Training provided at required frequency.	
Average quiz score from latest training:	78%
Average quiz score from previous training:	88%
Average quiz score > 75% without significant (> 10%) drop from average score from previous training:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. Scores satisfactory.	

**BMP SC-2: Bacteria TMDL Action Plan for Chickahominy River and Tributaries**

For the reporting year, annual reporting associated with this BMP requires:

- ✓ A summary of actions conducted to implement the TMDL action plan during the reporting period (Table SC-2A); and
- ✓ Determination of BMP effectiveness and necessary changes (Table SC-2B).

**Table SC-2A.** Summary of actions conducted to implement the college’s bacteria action plan.

Strategy implemented from Table 5 of the MS4 General Permit:
Provide signage to pick up dog waste, providing pet waste bags and disposal containers.
Summary of actions conducted to implement the TMDL action plan during the reporting period:
JSRCC has installed and regularly maintains signage to pick up dog waste, providing pet waste bags and disposal containers within areas of campus where the local community walks their pets.

**Table SC-2B.** BMP effectiveness evaluation.

Method for evaluating effectiveness and findings based on method:	
The BMP is considered effective since consistent with Table 5 of the MS4 General Permit and with regular maintenance with removing and disposal of pet waste bags and replenishing bags, as needed	
The BMP is effective based on method described above:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, see below)
If “No” answered above, described reason and necessary changes and rationale:	
N/A. BMP is effective as evident with use of the pet waste stations and regular maintenance that removes pet waste as a source of bacteria in stormwater.	