

**NEW MEXICO STATE UNIVERSITY**  
**NPDES SMALL MS4 ANNUAL REPORT**  
**SEPTEMBER 2011**



**NPDES TRACKING NO. NMR04L002**  
**JULY 1, 2010 – JUNE 30, 2011**





## **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 gathered and evaluated 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.*

Signed by:

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## **ACRONYMS**

ASNMSU	Associated Students of New Mexico State University
BMP	Best Management Practice
CGP	Construction General Permit
CWA	Clean Water Act
EH&S	Environmental Health & Safety
EPA	U.S. Environmental Protection Agency
ESSO	Environmental Science Student Organization
GI	Green Infrastructure
HHW	Household Hazardous Waste
IDDE	Illicit Discharge Detection and Elimination
IPM	Integrated Pest Management
LEED	Leadership in Energy and Environmental Design
LID	Low Impact Development
MAP	Monitoring/Assessment Plan
MCM	Minimum Control Measure
MEP	Maximum Extent Practicable
MS4	Municipal Separate Storm Sewer System
NMSU	New Mexico State University
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
OASIS	Organization of Aggie Students Inspiring Sustainability
OFS	Office of Facilities and Services
OPR	Owner's Project Requirements
SGCR	Student Government for Campus Residents
SWMP	Storm Water Management Program
SWPPP	Storm Water Pollution Prevention Plan
TMDL	Total Maximum Daily Load
UA	Urbanized Area
USGBC	U.S. Green Building Council



## **1.0 INTRODUCTION**

New Mexico State University (NMSU) is the operator of a Small Municipal Separate Storm Sewer System (MS4), as defined in the NPDES General Permit for Discharges from Small MS4s. Part 5.8 of the general permit requires NMSU to submit an annual report to the EPA. The purpose of the report is to document NMSU's status of compliance with permit conditions and its progress toward accomplishing the goals in the SWMP. The report is due to the EPA by October 1<sup>st</sup> of each year.

NMSU, with the assistance of Martich Professional Services, PLLC, prepared this report to satisfy the reporting requirement for the permit year of July 1, 2010, through June 30, 2011, also called the fourth permit year (Year 4). NMSU is not relying on another government entity to satisfy any of its permit requirements.

## **2.0 COMPLIANCE STATUS**

During the past year, NMSU submitted its 2010 Small MS4 Annual Report to the EPA. NMSU received no comments from the EPA. NMSU had no discharges last year that violated the conditions of its authorization under the General Permit for Small MS4s. NMSU is in compliance with the conditions of the permit at the time of this annual report.

NMSU continues to implement its SWMP; however, several BMPs were delayed last year due to budget shortfalls and unexpected events resulting from the challenging economic climate. In addition, the SWMP coordinator retired last year, and the position was not filled before the end of the permit year. For these reasons, NMSU has had a difficult time meeting its measurable goals for the fourth permit year.

NMSU is in the process of hiring a new SWMP coordinator. NMSU has also started to implement the delayed BMPs. NMSU plans to fully implement its SWMP before the end of the current general permit.

During the next year, NMSU will look for reissuance of the general permit by the EPA. After it is issued, NMSU will update its SWMP and will submit the revised SWMP and/or a new Notice of Intent to the EPA, according to the requirements of the new general permit.

### **2.1 WATER QUALITY PRIORITIES**

NMSU's MS4 does not discharge to waters on the State of New Mexico's Clean Water Act 303(d) list of impaired waters; nor does the MS4 discharge to Outstanding Natural Resource Waters or Tier 2 or Tier 3 waters. Due to the absence of these types of receiving waters, NMSU's water quality priority is to eliminate the discharge of pollutants to the Maximum Extent Practicable (MEP).

### **2.2 POLLUTANT REDUCTION GOALS**

The EPA has defined MEP for a Small MS4 to be effectively implementing six Minimum Control Measures (MCMs). NMSU's SWMP is designed reduce the discharge of pollutants to the MEP by implementing the MCMs through a series of Best Management Practices (BMPs).



The six MCMs are:

- Public Education and Outreach on Storm Water Impacts
- Public Involvement/Participation
- Illicit Discharge Detection and Elimination
- Construction Site Storm Water Runoff Control
- Post-Construction Storm Water Management in New Development and Redevelopment
- Pollution Prevention/Good Housekeeping for Municipal Operations

Effective implementation is defined by achieving measurable goals for each of the MCMs. Tables 1 – 6 summarize NMSU's progress towards accomplishing its measurable goals during the past year (Year 4 of the permit). The tables also include the BMP activities scheduled to be implemented during the next reporting cycle (Year 5 of the permit).

**Table 1. Public Education and Outreach on Storm Water Impacts**

<b>BMP NO.</b>	<b>BMP DESCRIPTION</b>	<b>RESPONSIBLE DEPARTMENT</b>	<b>MEASURABLE GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PROGRESS ON GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PLANNED ACTIVITIES PERMIT YEAR 5 (2011 - 2012)</b>
1-1	Communications Plan	OFS Project Development and Engineering	Track methods used and estimate number of contacts made	Delayed	Track methods used and estimate number of contacts made
1-2	Storm Water Web Page	OFS Project Development and Engineering	Establish a storm water web page	Delayed	Establish a storm water web page
1-3	@NMSU Articles	OFS Project Development and Engineering	Publish two articles	In progress	Publish three articles
1-4	Family Housing Information Packet	Housing and Residential Life	Track number of packets distributed (contacts made) that include pollution prevention information	Completed	Track number of packets distributed (contacts made) that include pollution prevention information
1-5	Family Housing Newsletter	Housing and Residential Life	Include pollution prevention information in two newsletters	Delayed	Distribute pollution prevention information to residents twice via e-mail
1-6	Special Event Pollution Prevention	OFS Project Development and Engineering	Complete review of facility use agreements by December 31, 2010  Develop pollution prevention educational material and requirements for facility use agreements	Delayed  Delayed	Cleanup event grounds before the next storm event, if practical, and in no case later than two working days after the special event
1-7	Public Radio and Television	OFS Project Development and Engineering	No activity scheduled for year 4	Not applicable	Produce program on sources of storm water pollution

**Table 2. Public Involvement/Participation**

<b>BMP NO.</b>	<b>BMP DESCRIPTION</b>	<b>RESPONSIBLE DEPARTMENT</b>	<b>MEASURABLE GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PROGRESS ON GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PLANNED ACTIVITIES PERMIT YEAR 5 (2011 - 2012)</b>
2-1	Web Access to the SWMP	OFS Project Development and Engineering	Add the Annual Report to the web page by August 31, 2010	Completed	Add the 2011 Annual Report to the web page
2-2	Advertisements in <i>The Round Up</i>	OFS Project Development and Engineering	Publish an advertisement soliciting comments on and involvement in the SWMP by Nov. 15, 2010	Not met	Publish an advertisement soliciting comments on and involvement in the SWMP by Nov. 15, 2011
2-3	Public Report Phone Number	OFS Project Development and Engineering	Develop written procedures for tracking the number and types of reports received	Delayed	Develop written procedures for tracking the number and types of reports received, and implement tracking
2-4	Student Government Activities	OFS Sustainability	Meet with ASNMSU Executive Branch and SGCR once each fall and spring semester	Completed	Meet with student groups on a regular schedule and support student activities related to pollution prevention

**Table 3. Illicit Discharge Detection and Elimination**

<b>BMP NO.</b>	<b>BMP DESCRIPTION</b>	<b>RESPONSIBLE DEPARTMENT</b>	<b>MEASURABLE GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PROGRESS ON GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PLANNED ACTIVITIES PERMIT YEAR 5 (2011 - 2012)</b>
3-1	Outfall Mapping	OFS Project Development and Engineering	Add new MS4 outfalls to the maps as they are constructed	Completed	Add new MS4 outfalls to the maps as they are constructed
3-2	Outfall Screening	OFS Facilities Operations	Inspect 100% of mapped outfalls for signs of illicit discharges	Delayed	Inspect 100% of outfalls once in the first quarter to make up for missed inspections in Year 4 and again in the last quarter of Year 5
3-3	Recycling	OFS Facilities Operations	Track the types and amount of material recycled	Completed	Track the types and amount of material recycled  Implement curbside recycling for family housing
3-4	HHW Information for Residents	Housing and Residential Life	Include information about HHW in the family housing information package	Completed	Provide information about proper HHW disposal to family housing residents
3-5	Public Trash Receptacles	OFS Facilities Operations	Track number of receptacles provided	Completed	Track number of receptacles provided
3-6	Inspections for Trash and Debris	OFS Facilities Operations	Inspect for and remove trash and debris from the campus grounds once a week	Completed	Inspect for and remove trash and debris from the campus grounds once a week
3-7	Grounds Maintenance Employee Training	OFS Facilities Operations	Train new employees within 3 months of being hired	Completed	Train new employees within 3 months of being hired

**Table 4. Construction Site Storm Water Runoff Control**

<b>BMP NO.</b>	<b>BMP DESCRIPTION</b>	<b>RESPONSIBLE DEPARTMENT</b>	<b>MEASURABLE GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PROGRESS ON GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PLANNED ACTIVITIES PERMIT YEAR 5 (2011 - 2012)</b>
4-1	NMSU Employee SWPPP Training	OFS Project Development and Engineering	Train NMSU employees who review SWPPPs  Update training within 4 months of EPA issuing the new Construction General Permit (CGP)	Completed  Not applicable (Delayed by EPA)	Train NMSU employees who review SWPPPs  Update training within 4 months of EPA issuing the new Construction General Permit (CGP)
4-2	SWPPP Review Checklist	OFS Project Development and Engineering	Develop a SWPPP review checklist  Update checklist within 2 months of EPA issuing the new CGP	Completed  Not applicable (Delayed by EPA)	Update checklist within 2 months of EPA issuing the new CGP
4-3	SWPPP Inspection Report	OFS Project Development and Engineering	Revise the SWPPP Inspection Report, if needed, within 2 months of EPA issuing the new CGP	Not applicable (Delayed by EPA)	Revise the SWPPP Inspection Report, if needed, within 2 months of EPA issuing the new CGP
4-4	Tenant Construction Compliance	Office of Real Estate	Within legal authority, modify existing leases to require compliance with the CGP  Ensure new leases require compliance with the CGP	Completed  Completed	Ensure new leases require CGP compliance
4-5	Tenant Construction Inspection	OFS Project Development and Engineering	Within legal authority, develop procedures for NMSU to inspect tenants' compliance with the CGP  Track number of tenant construction inspections performed by NMSU and type of enforcement actions	Delayed  Delayed	Within legal authority, develop procedures for NMSU to inspect tenants' compliance with the CGP  Track number of tenant construction inspections performed by NMSU and type of enforcement actions

**Table 5. Post-Construction Storm Water Management in New Development and Redevelopment**

<b>BMP NO.</b>	<b>BMP DESCRIPTION</b>	<b>RESPONSIBLE DEPARTMENT</b>	<b>MEASURABLE GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PROGRESS ON GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PLANNED ACTIVITIES PERMIT YEAR 5 (2011 - 2012)</b>
5-1	LEED Silver Standards for Capital Improvement Projects	OFS Project Development and Engineering	Track percentage of capital improvement projects that receive LEED Silver certification	Completed	Track percentage of capital improvement projects that receive LEED Silver certification
5-2	Drainage Design Guidelines	OFS Project Development and Engineering	Develop Drainage Design Guidelines that include water quality criteria	Completed	No activity scheduled
5-3	Tenant Development Requirements	Office of Real Estate	Complete lease reviews  Modify existing leases (within legal authority) to require compliance with drainage design guidelines, and include the requirement in all new leases	Completed  Completed	Ensure new leases require compliance with drainage guidelines
5-4	Plan Review	OFS Project Development and Engineering	Review NMSU and tenant development plans (within legal authority) for compliance with new Drainage Design Guidelines	Completed	Review NMSU and tenant development plans (within legal authority) for compliance with new Urban Drainage Criteria
5-5	MS4 Inspection and Repair Program	OFS Project Development and Engineering	Update MS4 inventory as new infrastructure is constructed  Develop an inspection schedule for the inventoried structures	Completed  Delayed	Update MS4 inventory as new infrastructure is constructed  Develop an inspection schedule for the inventoried structures  Track amount of material removed from MS4 and types or repairs
5-6	LID Workshop	OFS Project Development and Engineering	Participate in GI (LID) Conference scheduled for August 26, 2010	Ahead of schedule: Completed	No activity scheduled

**Table 6. Pollution Prevention/Good Housekeeping for Municipal Operations**

<b>BMP NO.</b>	<b>BMP DESCRIPTION</b>	<b>RESPONSIBLE DEPARTMENT</b>	<b>MEASURABLE GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PROGRESS ON GOALS PERMIT YEAR 4 (2010 - 2011)</b>	<b>PLANNED ACTIVITIES PERMIT YEAR 5 (2011 - 2012)</b>
6-1	Good Housekeeping Procedures for Shops and Maint. Facilities	OFS Facilities Operations	Develop written procedures for shops and facilities  Use written procedures to train employees by Sep. 30, 2010	Delayed  Delayed	Develop written procedures and train employees
6-2	Annual Storm Water Pollution Prevention Inspections	OFS Environmental Health & Safety	Develop an inspection form by September 30, 2010 for the shops and facilities  Track number of shops inspected and percentage that need corrective measures	Delayed  Delayed	Develop an inspection form for the shops and facilities  Track number of shops inspected and percentage that need corrective measures
6-3	Integrated Pest Management (IPM) Program	OFS Facilities Operations	Develop a written IPM program	Completed	No activity scheduled
6-4	Street Sweeping	OFS Facilities Operations	Sweep each major thoroughfare monthly  Track the amount of material removed by street sweeping	Completed  Completed	Sweep each major thoroughfare monthly  Track the amount of material removed by street sweeping
6-5	Material Handling Procedures for MS4 Maintenance	OFS Facilities Operations	Develop written material handling procedures  Use written procedures to train employees by Sep. 30, 2010	Delayed  Delayed	Develop written material handling procedures and train employees  Track disposal of material removed from MS4
6-6	Composting of Landscaping Waste	OFS Facilities Operations	Track amount of material composted and amount of compost applied to open spaces	Completed	Track amount of material composted and amount of compost applied to open spaces
6-7	Feasibility Study of Controls for Animal Pens	OFS Project Development and Engineering	Complete feasibility study	Delayed	Complete feasibility study and prepare an implementation plan for any feasible controls

### **3.0 ASSESSMENT OF BEST MANAGEMENT PRACTICES**

#### **3.1 PUBLIC EDUCATION AND OUTREACH**

Many of the public education and outreach BMPs were assigned to the Office of News and Media Relations when the SWMP was developed. Due to budget cuts and unexpected events, this office is no longer able to be one of the responsible departments for public education and outreach BMPs. The responsibility for BMPs 1-1, 1-2, 1-3 and 1-7 has transferred to the Project Development and Engineering Department in the Office of Facilities and Services (OFS). This transfer of responsibility delayed activities on the public education and outreach BMPs last year. NMSU is working toward implementation of all the public education and outreach BMPs before the end of next year, which is the end of the five year permit term.

##### **3.1.1 Communications Plan (BMP1-1)**

Implementation of the Communications Plan was delayed by the transfer of the plan's activities from the Office of News and Media Relations to the OFS Project Development and Engineering Department. NMSU will start tracking the education methods used and the number of contacts made during the fifth permit year.

##### **3.1.2 Storm Water Web Page (BMP1-2)**

Development of a storm water web page on NMSU's website was scheduled for the fourth permit year. It was delayed until the start of the fifth permit year; however, it was completed before submission of this report. In August 2011, NMSU created a web page that provides information about the SWMP, storm water permitting for construction activities, and Household Hazardous Waste (HHW) disposal. The web page has links to NMSU's SWMP and its annual reports. A copy of the web page is in Appendix A.

##### **3.1.3 @NMSU Articles (BMP1-3)**

@NMSU is an electronic newsletter that is distributed to faculty and staff twice a month. Two articles about storm water were scheduled to be published in @NMSU during permit year four. One was published, and the second one was delayed. A copy of the published article is in Appendix A. To make up for the delay in permit year four, NMSU will publish three articles in @NMSU during the fifth permit year.

##### **3.1.4 Family Housing Information Packet (BMP1-4)**

All new family housing residents receive a packet of information during the registration process. The packet includes EPA 833-F-00-002 (Fact Sheet 2.0), "*Stormwater Phase II Final Rule: Small MS4 Stormwater Program Overview.*" A copy of the fact sheet is in Appendix A. The fact sheet provides residents with general information about Small MS4s and Storm Water Management Programs. NMSU distributed approximately 175 – 200 information packets to new residents during the last permit year.

##### **3.1.5 Family Housing Newsletter (BMP1-5)**

When NMSU's SWMP was developed, BMP1-5 was proposed with the understanding that the Office of Housing and Residential Life distributed a newsletter to campus residents. No newsletter was distributed last year; nor is one planned for the future.

Instead, information is distributed to family housing residents via an e-mail distribution list. In Section 6.1 of this annual report, NMSU proposes to replace information distribution via newsletter with e-mail distribution of information about storm water pollution prevention.

### **3.1.6 Special Event Pollution Prevention (BMP1-6)**

The purpose of BMP1-6 is to reduce the amount of trash, debris and other pollutants that enter the MS4 from special events held on campus by non-university organizations. The organizations lease university facilities for these events. Leases are managed by NMSU Athletics, which is a semi-autonomous part of NMSU.

Last year's goals for BMP1-6 were to evaluate the possibility of modifying leases to require pollution prevention activities and/or facility cleanup and to develop pollution prevention information to go with the leases. These activities did not occur.

Pollution prevention is low priority for most event sponsors. Special events typically occur on evenings and weekends when NMSU staff is not available to enforce pollution prevention requirements. Enforcement of requirements to cleanup the NMSU facility and grounds after special events is difficult, since the event's organizer is no longer on campus.

In Section 6.2 of this annual report, NMSU proposes a SWMP change to make BMP1-6 more effective in controlling pollutants from special events.

### **3.1.7 Public Radio and Television (BMP1-7)**

No activities were scheduled for this BMP during the past year. During the fifth permit year, NMSU will work with KRWG media to produce a public radio or television program on the sources of storm water pollution and pollution prevention measures.

## **3.2 PUBLIC INVOLVEMENT/PARTICIPATION**

During the fourth permit year, NMSU's most significant accomplishments in public involvement and participation were:

- Posting the 2010 Small MS4 Annual Report for public review on the NMSU website (BMP2-1); and
- Finishing fifth out of 288 schools in the RecycleMania Grand Champion Competition Division, with a 66.87% cumulative recycling rate (Other Activity).

Details on these accomplishments are in the assessment of their respective BMPs in the following sections.

### **3.2.1 Web Access to the SWMP (BMP2-1)**

During permit year four, NMSU maintained a link to the SWMP and to the 2010 Small MS4 Annual Report ("Annual Storm Water Report") on the OFS web page. The link is under the Forms and Reports part of the web page. A copy of the web page showing the links is in Appendix B. A link to the 2011 Small MS4 Annual Report will be added next year.

### **3.2.2 Advertisements in *The Round Up* (BMP2-2)**

*The Round Up* is a printed newspaper distributed to NMSU students. An electronic version is also available. NMSU's goal last year was to publish an advertisement in the newspaper encouraging review of the SWMP and soliciting comments on it. The goal was not met. NMSU will place this advertisement in *The Round Up* by November 15, 2011.

### **3.2.3 Public Report Phone Number (BMP2-3)**

NMSU established 575-646-2101 as the public report line for illicit discharges, illegal dumping, discharges from construction sites, and other storm water pollution issues. The phone number is answered by an Administration Specialist in the Office of Facilities and Services. During permit year four, the SWMP scheduled written procedures to be developed for tracking the number and types of calls received and their resolution. These procedures were delayed. NMSU will develop the procedures and initiate tracking during the fifth permit year.

### **3.2.4 Student Government Activities (BMP2-4)**

NMSU's Manager of Environmental Policy and Sustainability meets regularly with student organizations and supports student environmental activities. Many of the environmental activities have a storm water pollution prevention component.

### **3.2.5 Other Activity**

From February 6 through April 2, 2011, NMSU participated in RecycleMania, an 8 week challenge to create awareness and build momentum for recycling. The competition helps students rethink their waste and recognize that bottles, cans, cardboard and paper are valuable recyclables. Changing students' attitude and behavior in this manner potentially reduces the number of these items discarded on the ground as litter, which is then blown or carried into the MS4 by storm water.

During the eight weeks of RecycleMania, NMSU competed against 287 other colleges in the Grand Champion Competition Division. This division measures material recycled as a percentage of total waste generation. NMSU won fifth place with a 66.87% recycling rate. The competition results and details about NMSU's participation are in Appendix B.

## **3.3 ILLICIT DISCHARGE DETECTION AND ELIMINATION**

NMSU received no reports of illicit discharges, nor were any found by staff during normal operations around campus during the fourth permit year. NMSU's most significant accomplishment in illicit discharge detection and elimination was maintaining its recycling program, trash receptacles and disposal operations, and grounds cleanup operations at the same level as the previous year while in a challenging budget environment.

### **3.3.1 Outfall Mapping (BMP3-1)**

NMSU has a total of seven MS4 outfalls. No new outfalls were constructed last year; therefore, the outfall map submitted with the 2010 Small MS4 Annual Report has not changed. NMSU will add new outfalls to the map as they are constructed.

### **3.3.2 Outfall Screening (BMP3-2)**

Beginning in permit year four, the SWMP scheduled annual screenings of the seven mapped outfalls for evidence of illicit discharges. The outfalls were not screened last year. To make up for last year, NMSU will screen all outfalls in the first quarter of the fifth permit year (July 2011 – September 2011) and again in the last quarter of the permit year (April 2011 – June 2012).

### **3.3.3 Recycling (BMP3-3)**

NMSU has an active recycling program known as Aggie Recycling, with a goal of diverting 25 percent of waste from the landfill. Recycling containers and bins are placed throughout campus to make it easier for people to recycle. The bins collect aluminum, plastic, paper and cardboard. Recycling bins were added at the Corbett Center and the new Barnes and Noble bookstore during the past year. Aggie Recycling also accepts work orders for the pick-up of appliances, concrete, asphalt, wood, and construction and demolition debris to be recycled.

### **3.3.4 HHW Information for Residents (BMP3-4)**

Residents of student family housing have the potential to generate HHW, such as household cleaners, used motor oil, pesticides and paint. Family housing residents may take HHW to the Amador Avenue Recycling Center, which is operated by the South Central Solid Waste Authority. During the fourth permit year, the goal for BMP3-4 was to include information about proper HHW disposal in the family housing information packet.

Since the information packet is only given to new residents, NMSU determined more contacts could be made by sending the HHW disposal information to all residents via an e-mail. The family housing e-mail list contains approximately 525 addresses. Information about using the recycling center for HHW disposal was sent to the family housing e-mail list once in the Fall 2010 semester and once in the Spring 2011 semester. A copy of the e-mail is in Appendix C.

### **3.3.5 Public Trash Receptacles (BMP3-5)**

To make proper disposal of waste material easy, NMSU maintained 152 trash receptacles and over 90 dumpsters last year. See Appendix C for a list of NMSU's Solid Waste Collection Points. Trash receptacles were emptied twice a week on regularly scheduled days. Dumpsters were emptied on schedules varying from twice a week to daily, depending on usage levels, to ensure they did not overflow. The waste is collected by Southwest Disposal and taken to the Las Cruces transfer station for proper disposal. During permit year five, NMSU will continue to maintain and empty trash receptacles and dumpsters on a regular schedule.

### **3.3.6 Inspections for Trash and Debris (BMP3-6)**

To minimize the amount of trash (floatables) that enters storm water, Facilities Operations' ground maintenance crews routinely inspect the campus grounds for loose trash and debris. Inspections occur every Monday, Wednesday and Friday. The crews collect any trash found during the course of their daily maintenance operations. The collected trash and debris are placed in the dumpsters around campus (BMP3-5). NMSU will continue regular inspections for trash and debris during permit year five.

The grounds maintenance crews also look for dumped automotive fluids or potentially hazardous materials during their inspections. The crews notify the NMSU Office of Environmental Health and Safety when any of these substances are found. EH&S directs the proper handling and disposal of the substances. None of these substances were found by the grounds maintenance crews during the past year.

### **3.3.7 Grounds Maintenance Employee Training (BMP3-7)**

All grounds maintenance crews were trained to identify and report illicit discharges during the third permit year, as discussed in the 2010 Small MS4 Annual Report. During the fourth permit year, NMSU developed an Illicit Discharge Detection and Elimination Policy. The Grounds Manager reviewed the procedure with all of the grounds maintenance crews. They will continue to be trained annually for the remainder of the permit term.

During the fourth permit year, NMSU did not hire any new grounds maintenance employees. If new employees are hired during next year, they will receive illicit discharge detection training within three months of being hired.

### **3.3.8 Other Activity**

NMSU adopted an Illicit Discharge Detection and Elimination (IDDE) Policy during the fourth year. A copy of the policy is in Appendix C. The Office of Facilities and Services administers the policy. The IDDE Policy defines and prohibits illicit discharges. It also establishes enforcement procedures and penalties for violations of the policy. Within the policy are provisions for outfall inspections (BMP3-2) and employee training (BMP3-7 and BMP6-1).

## **3.4 CONSTRUCTION SITE STORM WATER RUNOFF CONTROL**

Preparation and implementation of Storm Water Pollution Prevention Plans (SWPPP) became routine for NMSU's capital improvement projects during the past year. NMSU verified SWPPPs were prepared for four projects before submitting a Notice of Intent for the NPDES General Permit for Storm Water Discharges from Construction Activities (Construction General Permit). The construction projects authorized to discharge storm water during the fourth permit year were:

- Center for the Arts Complex;
- Chamisa Village Apartments Phase II;
- Chilled Water Plant; and
- University Bookstore.

Copies of the NOI Application Detail sheets from EPA's eNOI website are in Appendix D.

#### **3.4.1 NMSU Employee SWPPP Training (BMP4-1)**

A Civil Engineer in OFS Project Development and Engineering reviewed SWPPPs during the fourth permit year. He was previously trained in SWPPP preparation and review. This individual retired before the end of last year. The person hired to replace him will be trained to review SWPPPs as part of his/her duties during the fifth permit year.

#### **3.4.2 SWPPP Review Checklist (BMP4-2)**

The SWMP scheduled development of a checklist for SWPPP review during the fourth permit year. NMSU completed the checklist as scheduled. A copy of the checklist is in Appendix D. The checklist is a combined review list for both the SWPPP and post-construction storm water management plans (BMP5-4). The checklist is used to review all of NMSU's capital improvement projects. Use of the checklist ensures the SWPPP is complete before NMSU submits its NOI for a project and starts construction activity.

When NMSU prepared its SWMP, the current Construction General Permit (CGP) was scheduled to expire on June 30, 2011. EPA has since extended the expiration date of the current permit to February 12, 2012. NMSU will revise the SWPPP Review Checklist next year after the new CGP is issued by the EPA.

#### **3.4.3 SWPPP Inspection Report (BMP4-3)**

During the third permit year, NMSU adopted a SWPPP inspection report for use on its construction sites, as was described in the 2010 Small MS4 Annual Report. The report was scheduled to be revised last year when EPA reissued the CGP. Since EPA delayed reissuance of the permit until 2012, the SWPPP inspection report revision is delayed until next permit year.

#### **3.4.4 Tenant Construction Compliance (BMP4-4)**

Arrowhead Center, Inc., a New Mexico non-profit corporation, is the only NMSU tenant leasing land (not a building or space in a building) with the authority to develop the leased land. During the fourth permit year, Arrowhead Center's lease was amended to require compliance with NMSU's SWMP. A copy of the lease amendment is in Appendix D. Compliance with the SWMP includes controlling construction site storm water runoff through adherence to the Construction General Permit. If Arrowhead Center fails to comply with the CGP, the lease amendment authorizes NMSU to *"take such action as necessary to accomplish the necessary work"* and states that Arrowhead Center *"consents to reimburse NMSU for all costs associated with undertaking the work."*

#### **3.4.5 Tenant Construction Inspection (BMP4-5)**

To the extent authorized by its property leases, NMSU was scheduled to develop procedures to inspect tenant construction sites for compliance with the CGP and to track the number of inspections during last year. Potentially, NMSU's only legal authority may be to check NMSU streets (part of the MS4) adjacent to a tenant's construction site for

discharges into the street. Development and implementation of inspections for tenant construction activities were delayed until the fifth permit year.

### **3.5 POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

During the fourth permit year, NMSU's most significant accomplishments in post-construction storm water management were:

- LEED Silver certification for Gardiner Hall Addition and Renovation (BMP5-1);
- Completion of Urban Drainage Criteria for new development projects (BMP5-2); and
- Sponsorship and participation in "*Green Infrastructure in the Southwest: Challenges and Opportunities*," with the City of Las Cruces (BMP5-6).

Details on these accomplishments are in the assessment of their respective BMPs in following sections.

#### **3.5.1 LEED Silver Standards for Capital Improvement Projects (BMP5-1)**

NMSU's project development policy is to use the U.S Green Building Council's current rating systems and checklists for new construction. Throughout design, NMSU meets regularly with the architect and engineer to review the LEED checklists. During the review, NMSU verifies the features being proposed by the design team are acceptable, satisfy the Owner's Project Requirements, and are likely to qualify for enough LEED credits to be certified at the Silver level. All projects are registered with the U.S. Green Building Council to be certified. Upon completion of construction, NMSU submits the application for certification.

During the fourth permit year, NMSU was scheduled to apply for LEED Silver certification of Gardiner Hall Addition and Renovation, Health and Social Services Building Addition, and the Native American Cultural Center. Gardiner Hall successfully received its LEED Silver Plaque. Additional work in the other two buildings delayed completion of their construction. The LEED Silver application process is currently underway for both buildings.

During the fifth permit year, NMSU is scheduled to finish construction and apply for certification of Chamisa Village Apartments Phase II, Center for the Arts Complex, and the University Bookstore.

#### **3.5.2 Drainage Design Guidelines (BMP5-2)**

NMSU developed its Urban Drainage Criteria during the fourth permit year, as scheduled in the SWMP. A copy of the criteria is in Appendix E. Section II.d.i.b of the criteria states: "*The consultant must coordinate the design elements with OFS Engineering to ensure cohesion with NMSU master plan and NPDES-MS4 permit requirements.*" The design criteria allow incorporation of green infrastructure into the drainage design. The criteria also give NMSU latitude during the design review process to require the drainage design to address water quality.

### **3.5.3 Tenant Development Requirements (BMP5-3)**

Arrowhead Center, Inc., a New Mexico non-profit corporation, is the only NMSU tenant leasing land (not a building or space in a building) with the authority to develop the leased land. During the fourth permit year, Arrowhead Center's lease was amended to require compliance with NMSU's SWMP. A copy of the lease amendment is in Appendix D. Compliance with the SWMP includes managing storm water in new development according to the NMSU drainage design guidelines (BMP5-2).

### **3.5.4 Plan Review (BMP5-4)**

NMSU's plan review checklist is part of a comprehensive checklist used to review projects for both the SWPPP and post-construction storm water management. A copy of the checklist is in Appendix D. Part III of the checklist, Storm Water Discharge Design Requirements, is used to review development plans for compliance with NMSU's Urban Design Criteria. NMSU will continue reviewing development plans during permit year five.

### **3.5.5 MS4 Inspection and Repair Program (BMP5-5)**

NMSU maintains an inventory of its drainage infrastructure. The inventory includes retention ponds, channels, inlets, storm drain pipes, swales, and culverts. Phase I construction of Arrowhead Drive (also known as the Payne Street extension) was completed last year. The project added several culverts to the inventory. The new culverts are noted by bold type in the MS4 Inventory in Appendix E. The MS4 inspection and maintenance schedule programmed in the SWMP for the fourth permit year has been delayed until the fifth permit year.

### **3.5.6 LID Workshop (BMP5-6)**

The SWMP scheduled a LID Workshop for permit year five. NMSU moved the workshop forward a year when the City of Las Cruces asked NMSU to participate in a regional Green Infrastructure Conference. "*Green Infrastructure in the Southwest: Challenges and Opportunities*" was held on August 26, 2010. NMSU was a Bronze Level (\$250) sponsor for the conference. Selected pages from the GI Conference Summary Report showing the sponsors are in Appendix E. Two people attended the conference from the NMSU Office of Facilities and Services.

## **3.6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

During the past year, NMSU's most significant accomplishment in pollution prevention and good housekeeping for its municipal operations was developing and implementing a written Integrated Pest Management (IPM) program. The IPM program formalizes procedures that have been standard practice at MNSU for several years.

### **3.6.1 Good Housekeeping Procedures for Shops and Maintenance Facilities (BMP6-1)**

BMP6-1 consists of preparing written good housekeeping procedures for the NMSU craft shops and maintenance facilities that have exterior storage areas or work areas where potential pollutants are exposed to storm water. During the past year, NMSU was scheduled to develop good housekeeping procedures and train employees to use the procedures. These activities were delayed until the fifth permit year.

### **3.6.2 Annual Storm Water Pollution Prevention Inspections (BMP6-2)**

The SWMP scheduled NMSU to develop an inspection form during the fourth permit year to check implementation of the good housekeeping procedures at the craft shops and maintenance facilities (BMP6-1). Annual inspections verify that the good housekeeping procedures are implemented and effective. BMP6-2 has been delayed until implementation of BMP6-1.

### **3.6.3 Integrated Pest Management (IPM) Program (BMP6-3)**

NMSU adopted many of the IPM methods being used in a contractor's IPM program when NMSU assumed grounds maintenance from the contractor in 2009. During the fourth permit year, NMSU formalized these methods by developing a written IPM program. Selected pages from the IPM program are in Appendix F. NMSU will continue to use the IPM program for grounds maintenance next year.

### **3.6.4 Street Sweeping (BMP6-4)**

The majority of storm water runoff on the NMSU campus is conveyed by surface flow through the campus streets. To reduce the pollutants discharged with the storm water, NMSU sweeps streets the last two weeks of each month, for a total of ten days per month. Approximately ten tons of material were swept from the streets each month during the fourth permit year. Street sweeping will continue for the remainder of the permit term.

### **3.6.5 Material Handling Procedures for MS4 Maintenance (BMP6-5)**

MS4 maintenance activities include removing trash, debris and sediment from inlets, retention ponds, channels and other drainage structures. The purpose of BMP6-5 is to ensure that the material removed from the MS4 is managed and disposed of in a manner that minimizes the potential for the discharge of pollutants back into the MS4, into an arroyo, or into other waters of the U.S. During the past year, NMSU was scheduled to develop written material handling procedures and train employees to implement the procedures. These activities were delayed until permit year five.

### **3.6.6 Composting of Landscaping Waste (BMP6-6)**

For most lawns, NMSU uses mulching mowers that deposit trimmings back into the lawn. Pruning waste and other organic matter from landscaping operations are taken to the on-campus composting facility. The finished compost is used as a slow-release

fertilizer for campus landscaping, reducing the amount of chemical fertilizer applied. NMSU will continue the composting process in permit year five.

### **3.6.7 Feasibility Study of Controls for Animal Pens (BMP6-7)**

The purpose of BMP6-7 is to study the feasibility of alternatives to reduce the discharge of pollutants in storm water runoff from the animal pens at the west end of campus. The SWMP scheduled the feasibility study for permit year four. The study has been delayed until permit year five. Due to limited resources, NMSU is exploring the possibility of using the feasibility study as a senior project for students in the Civil Engineering Department. NMSU will prepare an implementation plan for any feasible alternatives identified by the study.

## **4.0 ANALYSIS OF MONITORING DATA**

### **4.1 MONITORING OF WATER QUALITY**

The General Permit for Small MS4s does not require data collection and monitoring of storm water discharges, unless the MS4 discharges to waters on the Clean Water Act Section 303(d) list of impaired waters. NMSU does not discharge directly to impaired waters; therefore, no data was collected last year for water quality monitoring, nor is it required.

### **4.2 MONITORING OF MINIMUM CONTROL MEASURES**

NMSU's SWMP Monitoring/Assessment Plan establishes the methods and schedules for monitoring the effectiveness of the NMSU's Minimum Control Measures. The plan scheduled monitoring of all MCMs to be implemented by the fourth permit year.

#### **4.2.1 Public Education and Outreach**

NMSU's Monitoring/Assessment Plan for public education and outreach consists of:

- An annual e-mail survey during spring semester to measure the storm water knowledge of targeted audiences; and
- Collection of floatables from the Regional Pond within 24-hours of three storm events to monitor the effect of public education in changing public behavior regarding littering and other sources of floatables.

Monitoring and assessment activities for this MCM were delayed until the fifth permit year.

#### **4.2.2 Public Involvement/Participation**

NMSU's Monitoring/Assessment Plan for public involvement/participation consists of:

- Tracking the number of times the SWMP and annual report are viewed on the storm water web page (BMP2-1);
- Tracking the number of comments on the SWMP received using a contact link on the storm water web page; and

- Tracking the number of students who participate in environmental and pollution prevention events (BMP2-4).

The SWMP and 2010 Small MS4 Annual Report were posted on the OFS webpage during the fourth permit year. NMSU did not have the programming tools needed to track the number of times these documents were viewed. The tools are being developed and will be in place for the fifth permit year. NMSU received no comments on the SWMP during the fourth permit year.

NMSU students participated in several environmental activities during the fourth permit year. Activities that included a storm water pollution prevention component were:

- Collection of recyclable bottles and cans at the Southern New Mexico State Fair;
- Earth Day events, including incentives to collect recyclable water bottles;
- RecycleMania; and
- Arbor Day tree plantings.

#### **4.2.3 Illicit Discharge Detection and Elimination**

NMSU's Monitoring/Assessment Plan for illicit discharge detection and elimination consists of:

- Dry weather outfall screening (BMP3-2);
- Tracking the number and types of illicit discharges reported by the public and found by grounds maintenance crews (BMP2-3 and BMP3-7); and
- Tracking the percentage of illicit discharges that are successfully eliminated.

NMSU received no reports of illicit discharges during the fourth permit year. Similarly, the grounds maintenance crews found no illicit discharges during their routine operations. Monitoring of dry weather outfall screening was delayed until the fifth permit year.

#### **4.2.4 Construction Site Storm Water Runoff Control**

NMSU's Monitoring/Assessment Plan for construction site storm water runoff control consists of:

- Using the SWPPP inspection report (BMP4-3) to track the percentage of SWPPP inspections of NMSU's construction sites that result in no findings; and
- Tracking the percentage of SWPPP inspections of tenant construction sites that result in no findings.

NMSU monitored SWPPP inspections on two of its construction sites during the fourth permit year. The results are summarized in Table 7. Trends cannot be established with only one year of data. Starting next year, NMSU will monitor the data for trends that may indicate the effectiveness of its SWPPP implementation program.

**Table 7. Results of SWPPP Inspections of NMSU Construction Activities**

PROJECT NAME	NMSU NPDES TRACKING NUMBER	NUMBER OF INSPECTIONS	NUMBER OF INSPECTIONS WITH FINDINGS	PERCENTAGE OF INSPECTIONS WITH FINDINGS
Center for the Arts Complex	NMR10HB03	8	5	63%
Chamisa Village Apts Phase II	NMR10H914	13	1	8%
<b>TOTALS</b>		<b>21</b>	<b>6</b>	<b>46%</b>

Monitoring inspections of tenant construction sites was delayed until the fifth permit year with BMP4-5.

#### **4.2.5 Post-Construction Storm Water Management in New Development and Redevelopment**

NMSU's Monitoring/Assessment Plan for post-construction storm water management consists of:

- Tracking the percentage of reviewed development plans (BMP5-4) that include a site design feature to mitigate the development's affect on storm water quality (BMP5-2);
- Maintaining an inventory of the water quality features constructed with development and their location; and
- Tracking the percentage of NMSU's capital improvement projects that receive LEED Silver certification (BMP5-1).

One construction project, Gardiner Hall Addition and Renovation, was completed during the fourth permit year, and it received LEED Silver certification. Completion of one project is insufficient data to evaluate NMSU's success in receiving LEED Silver certification of its projects. This data will be compiled with next year's data to start monitoring the program's success.

Tracking plan reviews and maintaining an inventory of storm water quality features will start next permit year.

#### **4.2.6 Pollution Prevention/Good Housekeeping for Municipal Operations**

NMSU's Monitoring/Assessment Plan for municipal operations pollution prevention and good housekeeping consists of:

- Tracking the percentage of craft shops and maintenance facilities with operations and materials exposed to storm water that have implemented good housekeeping procedures (BMP6-1); and
- Tracking the percentage of the employees who work in the above shops and facilities and have been trained to use the good housekeeping procedures (BMP6-1).

Monitoring of pollution prevention/good housekeeping for municipal operations was delayed until the fifth permit year.

## **5.0 INSPECTION AND ENFORCEMENT ACTIONS**

The General Permit for Small MS4s requires inspection and enforcement for illicit discharges and construction site storm water runoff. The NMSU Police Department, being a state law enforcement agency, has the authority through the New Mexico Administrative Code to enforce the elimination of illicit discharges. They investigated five cases of littering or illegal dumping during the fourth permit year. Copies of the investigation reports are at the end of Appendix C. Follow-up actions and charges are pending in three of the cases. No suspects were identified in the other two cases; therefore, NMSU crews removed the litter and dumped material.

NMSU is the owner and operator of all areas within its MS4 jurisdiction, except for areas leased to tenant operations. NMSU's opportunities to inspect and enforce construction requirements are limited to its tenant's construction projects. Legal authority and procedures to inspect tenant construction sites are in progress (BMPs 4-4 and 4-5). Inspections and enforcement will be implemented during the fifth permit year.

## **6.0 PROPOSED SWMP CHANGES**

The changes in this section are proposed according to Part 5.5.2 of the General Permit for Small MS4s. EPA is hereby notified of the proposed changes, which the permit allows to be implemented 60 days after submitting this report, unless denied in writing by the EPA.

### **6.1 BMP1-5 FAMILY HOUSING NEWSLETTER**

NMSU proposes to replace distribution of storm water pollution prevention information via newsletter with distribution via e-mail. A newsletter is not currently published for housing residents. Instead, the office of Housing and Residential Life uses an e-mail distribution list to provide information to residents. The new name of BMP1-5 will be Information Via E-Mail. The goal will continue to be distribution of pollution prevention information to residents twice a year.

### **6.2 BMP1-6 SPECIAL EVENT POLLUTION PREVENTION**

The purpose of BMP1-6 is to reduce the trash, debris and other pollutants that enter the MS4 from non-university groups leasing NMSU's facilities for special events. NMSU believes a special event cleanup program will more effectively fulfill this purpose than trying to change the behavior of non-university groups through facility leases. NMSU proposes to modify BMP1-6 to be an NMSU cleanup of the grounds after each special event. The cleanup will be accomplished before the next storm event, if practical and in no case later than two working days after the special event.

### **6.3 BMP2-4 STUDENT GOVERNMENT ACTIVITIES**

The purpose of BMP2-4 is to encourage involvement of students in SWMP activities. When the SWMP was developed, NMSU proposed to work with the Associated Students of NMSU (ASNMSU) and Student Government for Campus Residents (SGCR) to accomplish this BMP. ASNMSU and SGCR are involved in student governance and a broad range of campus issues and activities.

NMSU created a Sustainability Office within the Office of Facilities and Services during the reorganization described in the 2010 Small MS4 Annual Report. The Sustainability Officer actively works with and seeks the involvement of students in sustainability initiatives. Two student organizations regularly participate in sustainability initiatives. The Environmental Science Student Organization (ESSO) has a stated purpose of advancing environmental knowledge and awareness at New Mexico State University and in the community. The Organization of Aggie Students Inspiring Sustainability (OASIS) generates awareness regarding sustainable practices and engages with the community to promote green ethics.

NMSU believes working with the environmentally focused ESSO and OASIS is a more effective means of involving students in the SWMP than working with the broad-based ASNMSU and SGCR. NMSU proposes to change BMP6-2 to be the responsibility of the OFS Sustainability Office. This office will establish a schedule to regularly meet with ESSO and OASIS and encourage their involvement in activities that support the SWMP.

## **7.0 PUBLIC REVIEW AND COMMENT**

On August 28, 2011, NMSU published a public notice in the *Las Cruces Sun-News* stating that the draft annual report was available for public review. A copy of the public notice is in Appendix G. No public comments were received.

# APPENDIX A

## Public Education and Outreach Documents

BMP1-2 Storm Water Web Page

BMP1-3 @NMSU Article

BMP1-4 EPA Fact Sheet included in Family Housing Packet



- [Home](#)
- [University Architect](#)
- [Sustainability](#)
- [Facilities Operations](#)
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Office of Facilities and Services: Hadley Transformer repairs

## Storm Water Management Program

NMSU operates a Municipal Separate Storm Sewer System (MS4) that is permitted by the Environmental Protection Agency. The MS4 consists of the streets, drainage ditches, and storm drain pipes that convey stormwater runoff through the campus. The permit requires NMSU to implement a program to reduce pollutants in stormwater runoff to the maximum extent practicable. You can help!

Report illegal dumping and illicit discharges to 646-2101.

- [NMSU's Storm Water Management Program](#)
- [SWMP Annual Report to EPA](#)
  - [2011 Draft](#)
  - [2010 SWMP Annual Report to EPA](#)
- [Information about the MS4 Permit](#)

## Construction

Operators of construction activities on the NMSU main campus, including tenants, are required to comply with the NPDES General Permit for Stormwater Discharges from Construction Activities.

If the entire disturbed area is less than five (5) acres, including utility connections and the staging area, and the project will be of relatively short duration, the construction activity may qualify for a permit waiver.

EPA's [Low Erosivity Waiver Calculator](#) can be used to determine if the waiver is applicable to the project.

All other projects that disturb one (1) acre of more must prepare a Stormwater Pollution Prevention Plan (SWPPP) and file a Notice of Intent (NOI) to authorize the discharge of stormwater.

Helpful Links:

- [Guidance on preparing a SWPPP](#)
- [NMSU's SWPPP review checklist](#)
- [How to file an electronic NOI](#)
- [Obtain information on the permit](#)

## Household Hazardous Waste (HHW)

Residents of Family Housing can take HHW to the Amador Avenue Recycling Center at 2825 W. Amador Avenue. The Center is open 7 am to 5 pm on Monday through Friday and 8 am to 4 pm on Saturday and Sunday.

The Center accepts:

Paints and Paint thinners	Pesticides
Oil and Gasoline	Pool Chemicals
Kerosene	Developing
Aerosols	Chemicals
Fertilizers	Cleaning Chemicals
Batteries	Acids
	Mercury



Materials NOT Accepted:

No Asbestos	No Radioactive Waste	No Ammunition
No Biomedical Waste	No Explosives	No Electronic Waste
No Fire Extinguishers	No Cylinders	

For more information on HHW disposal, contact (575) 528-3800.

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## News

### University's storm water management program follows control measures

New Mexico State University's Storm Water Management Program for the Las Cruces campus includes six minimum control measures, as required by the Environmental Protection Agency.

The program fulfills an Environmental Protection Agency requirement that the university take steps to reduce the discharge of any pollutants as much as possible.



The Frenger footbridge spans a storm water drainage ditch adjacent to the International Mall.

The program is especially important as the campus goes into the summer season, when storms can wash debris and other materials into the drainage system.

The annual report to the EPA on the progress being made can be found at:

<http://ofs.nmsu.edu/Webdocs/2010%20NMSU%20Annual%20Report%20w%20Appendices.pdf>

The report includes the following six minimum control measures the university is implementing to comply with the EPA requirement (according to the EPA, the university is considered to be the operator of a municipal separate storm sewer system):

1. Public education and outreach: Distributing educational materials and performing outreach to inform citizens about the impacts polluted storm water runoff discharges can have on water quality.
2. Public participation/involvement: Providing opportunities for citizens to participate in program development and implementation, including effectively publicizing public hearings and/or encouraging citizen representatives on a storm water management panel.
3. Illicit discharge detection and elimination: Developing and implementing a plan to detect and eliminate illicit discharges to the storm sewer system (includes developing a system map and informing the community about hazards associated with illegal discharges and improper disposal of waste).

4. Construction site runoff control: Developing, implementing and enforcing an erosion and sediment control program for construction activities that disturb one or more acres of land (controls could include silt fences and temporary storm water detention ponds).

5. Post-construction runoff control: Developing, implementing and enforcing a program to address discharges of post-construction storm water runoff from new development and redevelopment areas. Applicable controls could include preventative actions such as protecting sensitive areas (e.g. wetlands) or the use of structural BMPs such as grassed swales or porous pavement.

6. Pollution prevention/good housekeeping: Developing and implementing a program with the goal of preventing or reducing pollutant runoff from municipal operations. This program must include municipal staff training on pollution prevention measures and techniques (e.g. regular street sweeping, reduction in the use of pesticides or street salt, or frequent catch-basin cleaning).

For more information, the Storm Water Management Program can be viewed online at <http://ofs.nmsu.edu/Webdocs/NMSU%20Storm%20Water%20Plan.pdf>.

Written by Darrell J. Pehr.



# Stormwater Phase II Final Rule

## Small MS4 Stormwater Program Overview

### Stormwater Phase II Final Rule Fact Sheet Series

#### Overview

1.0 – Stormwater Phase II Final Rule: An Overview

#### Small MS4 Program

2.0 – Small MS4 Stormwater Program Overview

2.1 – Who's Covered? Designation and Waivers of Regulated Small MS4s

2.2 – Urbanized Areas: Definition and Description

#### Minimum Control Measures

2.3 – Public Education and Outreach

2.4 – Public Participation/Involvement

2.5 – Illicit Discharge Detection and Elimination

2.6 – Construction Site Runoff Control

2.7 – Post-Construction Runoff Control

2.8 – Pollution Prevention/Good Housekeeping

2.9 – Permitting and Reporting: The Process and Requirements

2.10 – Federal and State-Operated MS4s: Program Implementation

#### Construction Program

3.0 – Construction Program Overview

3.1 – Construction Rainfall Erosivity Waiver

#### Industrial "No Exposure"

4.0 – Conditional No Exposure Exclusion for Industrial Activity

Polluted storm water runoff is often transported to municipal separate storm sewer systems (MS4s) and ultimately discharged into local rivers and streams without treatment. EPA's Stormwater Phase II Rule establishes an MS4 stormwater management program that is intended to improve the Nation's waterways by reducing the quantity of pollutants that stormwater picks up and carries into storm sewer systems during storm events. Common pollutants include oil and grease from roadways, pesticides from lawns, sediment from construction sites, and carelessly discarded trash, such as cigarette butts, paper wrappers, and plastic bottles. When deposited into nearby waterways through MS4 discharges, these pollutants can impair the waterways, thereby discouraging recreational use of the resource, contaminating drinking water supplies, and interfering with the habitat for fish, other aquatic organisms, and wildlife.

In 1990, EPA promulgated rules establishing Phase I of the National Pollutant Discharge Elimination System (NPDES) stormwater program. The Phase I program for MS4s requires operators of "medium" and "large" MS4s, that is, those that generally serve populations of 100,000 or greater, to implement a stormwater management program as a means to control polluted discharges from these MS4s. The Stormwater Phase II Rule extends coverage of the NPDES stormwater program to certain "small" MS4s but takes a slightly different approach to how the stormwater management program is developed and implemented.

### What Is a Phase II Small MS4?

A small MS4 is any MS4 not already covered by the Phase I program as a medium or large MS4. The Phase II Rule automatically covers on a nationwide basis all small MS4s located in "urbanized areas" (UAs) as defined by the Bureau of the Census (unless waived by the NPDES permitting authority), and on a case-by-case basis those small MS4s located outside of UAs that the NPDES permitting authority designates. For more information on Phase II small MS4 coverage, see Fact Sheets 2.1 and 2.2.

### What Are the Phase II Small MS4 Program Requirements?

Operators of regulated small MS4s are required to design their programs to:

- Reduce the discharge of pollutants to the "maximum extent practicable" (MEP);
- Protect water quality; and
- Satisfy the appropriate water quality requirements of the Clean Water Act.

Implementation of the MEP standard will typically require the development and implementation of BMPs and the achievement of measurable goals to satisfy each of the six minimum control measures.

The Phase II Rule defines a small MS4 stormwater management program as a program comprising six elements that, when implemented in concert, are expected to result in significant reductions of pollutants discharged into receiving waterbodies.

The six MS4 program elements, termed “minimum control measures,” are outlined below. For more information on each of these required control measures, see Fact Sheets 2.3 – 2.8.

- 1 *Public Education and Outreach***  
Distributing educational materials and performing outreach to inform citizens about the impacts polluted stormwater runoff discharges can have on water quality.
- 2 *Public Participation/Involvement***  
Providing opportunities for citizens to participate in program development and implementation, including effectively publicizing public hearings and/or encouraging citizen representatives on a stormwater management panel.
- 3 *Illicit Discharge Detection and Elimination***  
Developing and implementing a plan to detect and eliminate illicit discharges to the storm sewer system (includes developing a system map and informing the community about hazards associated with illegal discharges and improper disposal of waste).
- 4 *Construction Site Runoff Control***  
Developing, implementing, and enforcing an erosion and sediment control program for construction activities that disturb 1 or more acres of land (controls could include silt fences and temporary stormwater detention ponds).
- 5 *Post-Construction Runoff Control***  
Developing, implementing, and enforcing a program to address discharges of post-construction stormwater runoff from new development and redevelopment areas. Applicable controls could include preventative actions such as protecting sensitive areas (e.g., wetlands) or the use of structural BMPs such as grassed swales or porous pavement.
- 6 *Pollution Prevention/Good Housekeeping***  
Developing and implementing a program with the goal of preventing or reducing pollutant runoff from municipal operations. The program must include municipal staff training on pollution prevention measures and techniques (e.g., regular street sweeping, reduction in the use of pesticides or street salt, or frequent catch-basin cleaning).

## **What Information Must the NPDES Permit Application Include?**

The Phase II program for MS4s is designed to accommodate a general permit approach using a Notice of Intent (NOI) as the permit application. The operator of a regulated small MS4 must include in its permit application, or NOI, its chosen BMPs and measurable goals for each minimum control measure. To help permittees identify the most appropriate BMPs for their programs, EPA issued a Menu of BMPs to serve as guidance. NPDES permitting authorities can modify the EPA menu or develop their own list. For more information on application requirements, see Fact Sheet 2.9.

## **What Are the Implementation Options?**

The rule identifies a number of implementation options for regulated small MS4 operators. These include sharing responsibility for program development with a nearby regulated small MS4, taking advantage of existing local or State programs, or participating in the implementation of an existing Phase I MS4's stormwater program as a co-permittee. These options are intended to promote a regional approach to stormwater management coordinated on a watershed basis.

## **What Kind of Program Evaluation/Assessment Is Required?**

Permittees need to evaluate the effectiveness of their chosen BMPs to determine whether the BMPs are reducing the discharge of pollutants from their systems to the “maximum extent practicable” and to determine if the BMP mix is satisfying the water quality requirements of the Clean Water Act. Permittees also are required to assess their progress in achieving their program’s measurable goals. While monitoring is not required under the rule, the NPDES permitting authority has the discretion to require monitoring if deemed necessary. If there is an indication of a need for improved controls, permittees can revise their mix of BMPs to create a more effective program. For more information on program evaluation/assessment, see Fact Sheet 2.9.

## For Additional Information

### ***Contacts***

- ☞ U.S. EPA Office of Wastewater Management  
<http://www.epa.gov/npdes/stormwater>  
Phone: 202-564-9545
  
- ☞ Your NPDES Permitting Authority. Most States and Territories are authorized to administer the NPDES Program, except the following, for which EPA is the permitting authority:  
  

Alaska	Guam
District of Columbia	Johnston Atoll
Idaho	Midway and Wake Islands
Massachusetts	Northern Mariana Islands
New Hampshire	Puerto Rico
New Mexico	Trust Territories
American Samoa	
  
- ☞ A list of names and telephone numbers for each EPA Region and State is located at <http://www.epa.gov/npdes/stormwater> (click on “Contacts”).

### ***Reference Documents***

- ☞ EPA’s Stormwater Web Site  
<http://www.epa.gov/npdes/stormwater>
  - Stormwater Phase II Final Rule Fact Sheet Series
  - Stormwater Phase II Final Rule (64 *FR* 68722)
  - National Menu of Best Management Practices for Stormwater Phase II
  - Measurable Goals Guidance for Phase II Small MS4s
  - Stormwater Case Studies
  - And many others

# **APPENDIX B**

## **Public Involvement/Participation Documents**

BMP2-1 OFS Web Page with SWMP and Annual Report Links  
Other Activity - 2011 RecycleMania Results



You are here: >> [NMSU](#) >> [Faculty and Staff](#) >> [Facilities and Services](#) >> FS

- [University Architect](#)
- [Sustainability](#)
- [Facilities Operations](#)
- [Environmental Health and Safety](#)
- [Project Development and Engineering](#)
- [Facilities Administration](#)

Search  
[NMSU Home](#)




Office of Facilities and Services: Chamisa landscape work

Environmental Health and Safety and the Office of Facilities Planning and Construction were integrated into a single division with the Office of Facilities and Services on July 1, 2010. The new organization chart may be found [here](#).

Facilities and Services consists of the Project Development and Engineering group that manages both Capital Construction and small projects on a "recharge" basis across the NMSU System; Facilities Operations, which is organized in traditional shops and is responsible for the physical operation and maintenance of NMSU Las Cruces I&G buildings; and the Office of Environmental Health and Safety that is responsible for environmental compliance and the health and welfare of NMSU faculty, staff, and students at 13 Agricultural Science Centers and 4 Community Colleges as well as on the main campus in Las Cruces. Oversight of the business operations is provided by the Facilities Administration unit, an Environmental Policy Manager makes sure that sustainable practices are incorporated into all of our activities, and the University Architect oversees the NMSU Master Plan.

Our mission is to :  
 Efficiently provide a safe, well maintained and environmentally sustainable university community..

<p><b>Something's Broken!</b></p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Click the logo to access the AiM System</p>  </div> <ul style="list-style-type: none"> <li>• <a href="#">Who to call</a></li> <li>• <a href="#">Building Monitor Newsletter</a></li> <li>• <a href="#">New AiM 4.1 Customer Service User Manual</a></li> <li>• <a href="#">New AiM 4.1 Upgrade Tutorial</a></li> <li>• <a href="#">Utility Module Documentation</a></li> </ul> <p style="text-align: right;"><a href="#">MORE ▶</a></p>	<p><b>Customer</b></p> <hr/> <p>Customer Survey</p> <ul style="list-style-type: none"> <li>• <a href="#">2010</a></li> <li>• <a href="#">2009</a></li> </ul> <p style="text-align: right;"><a href="#">MORE ▶</a></p>	<p><b>Current Projects Under Construction</b></p> <hr/> <ul style="list-style-type: none"> <li>• <a href="#">Site Map</a></li> </ul> <p><b>Engineering and Construction Guidelines</b></p> <hr/> <ul style="list-style-type: none"> <li>• <a href="#">Volume1 – FP&amp;C Design Procedures</a></li> <li>• <a href="#">Volume2 – Guidelines Divisions (Table of contents on page 3)</a></li> </ul> <p style="text-align: right;"><a href="#">MORE ▶</a></p>	<p style="background-color: #800040; color: white; padding: 5px; text-align: center;"><b>EMPLOYEES</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Select a FS Shop</a></li> <li>• <a href="#">Real People with Real Stories</a></li> <li>• <a href="#">From the Assistant Vice President</a></li> <li>• <a href="#">The Facilities and Services Library</a></li> </ul>
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### Forms and Reports

- [Online Forms](#)
- [Annual Storm Water Report](#)
- [IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER 03.16.2010](#)
- [Domestic Water Supply Consumer Confidence Report](#)
- [NPDES - Storm Water Management Program](#)
- Storm Water Pollution Prevention Plans (SWPPP)
  - [Burn Construction Company, Arrowhead Drive Extension](#)

[MORE ▶](#)

### Services Provided

- [Services Provided](#)
- [Other Services Available](#)
- [Estimates](#)
- [OFS Shops](#)

[MORE ▶](#)

### Historic Preservation Plan

- [Preservation Plan](#)

[MORE ▶](#)

#### Facilities and Services

Mailing Address: MSC 3545 / P.O. Box 30001, Las Cruces, NM, 88003-8001

Physical Address: 1530 Wells St., Las Cruces, NM, NM, 88003-8001

Phone: (575) 646-3021 FAX: (575) 646-1460

Email: [ask-ofs](mailto:ask-ofs)

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# Results



- Home
- General Overview
- Rules
- Participating Schools
- Forms
- Results
- Tools
  - Planning
  - Strategizing
  - Promoting
  - Measuring
  - Resources
- Photo Gallery
- Media

## Main Menu

### Final Results

Division                      Competition    Benchmark    Both

View Results In:            Metric    Standard

Peer Group                    [Login](#) to see Peer Group Ranking

You can further filter the result by selecting from the following options:

Competition:                Grand Champion

State:                        All States

Region:                     All Regions

Athletic Conference:    All Athletic Conferences

Public/Private School:    All School Types

Measurement Method:    All Methods

### Grand Champion - Competition Division

Schools participating in both the Per Capita Classic and the Waste Minimization competitions are eligible to become the Grand Champion of RecycleMania. The Grand Champion will be the school that, based on their combined results, demonstrates the greatest achievement in both source reduction and recycling.

Rank	School Name	Cumulative Recycling rate (%)
1	<a href="#">California State University-San Marcos</a>	79.69 %
2	<a href="#">Antioch University Seattle</a>	70.91 %
3	<a href="#">Stetson University</a>	70.31 %
4	<a href="#">Loyola Marymount University</a>	67.32 %
5	<a href="#">New Mexico State University-Main Campus</a>	66.87 %
6	<a href="#">CUNY College of Staten Island</a>	66.39 %
7	<a href="#">Barton College</a>	64.62 %
8	<a href="#">Norwalk Community College</a>	63.02 %
9	<a href="#">University of Scranton</a>	62.36 %
10	<a href="#">Massachusetts Maritime Academy</a>	61.78 %
11	<a href="#">Franklin W. Olin College of Engineering</a>	61.17 %
12	<a href="#">Mercyhurst College</a>	61.16 %
13	<a href="#">Kalamazoo College</a>	60.98 %
14	<a href="#">University of Wisconsin-Oshkosh</a>	60.66 %
15	<a href="#">Richland College</a>	60.51 %



# Participating Schools



Home



General Overview



Rules



Participating Schools



Forms



Results



Tools

- Planning
- Strategizing
- Promoting
- Measuring
- Resources



Photo Gallery



Media



Sponsors

[Main Menu](#)

[Registration Information](#)

To view current weekly results for 2011, click on links below:

- [Grand Champion, Per Capita Classic, and Waste Minimization](#)
- [Targeted Material](#)

### Background Information

School Name: *New Mexico State University-Main Campus*

Location: *Las Cruces, New Mexico*

School RecycleMania or Recycling Web Site:

Spring Break Dates: *Week of Mar 21 - 25*

School Athletic Conference: *Western Athletic Conference*

Public or Private School: *Public*

### Competitions

Divisions

Competition Division

Benchmark Division

## Categories

Schools are automatically ranked in those categories for which they provide data with each week's reporting form.

### Waste Minimization

As part of its involvement in the Waste Minimization category, this school is pledging to implement the following waste reduction practices on its campus:

- *Offering discounts or other incentives for using reusable mugs in campus dining operations.*
- *Converting all-you-can-eat dining facilities to pay-per-portion system.*
- *Creating active program to educate employee and students about waste minimization practices (e.g. incorporating waste minimization information into new employee / new student orientation programs; giving regular presentations to campus groups and departments; setting up public displays, etc.).*

## Scope of Participation

### Whole Campus

### Partial Campus

Number of FTE Students: 14,155

Number of FTE Staff and Faculty: 4,361

**Full-time Equivalent Campus Population:** 18,516.00

For the 2011 competition, schools that participate in the Competition

Division will have their FTE population calculated using standardized data submitted to the federal Department of Education's IPEDS program. This is the number by which reported weights will be divided to determine per capita recycling weights. For more information about the FTE calculations, refer to the IPEDS section of the Rules page.

### Measurement

Data reported will come from **Actual Weights**.

**Waste is collected by a hauler which reports the amount in pounds collected. Recycling materials are collected and reported by the campus recycling center.**

### Peer Ranking Results

[Login](#) to see your school's [Peer Ranking results](#).

### Grand Champion, Per Capita Classic, Waste Minimization Competitions and Gorilla Prize

Results shown are in **US Pounds**. To view measurements in Metric Kilograms, view the overall rankings on the [Results page](#).

Week	Grand Champion		Per Capita Classic		Waste Minimization		Gorilla Prize	
	weekly recycling rate (%)		lbs/ person		lbs/ person		lbs	
	2011	2010	2011	2010	2011	2010	2011	2010

<b>1</b>		42.07%		0.73		1.74		13,800.00
<b>2</b>		51.51%		1.02		1.97		19,200.00
<b>3</b>	60.45%	56.09%	1.82	1.29	3.01	2.29	33,700.00	24,300.00
<b>4</b>	64.11%	60.17%	2.22	1.44	3.47	2.40	41,180.00	27,225.00
<b>5</b>	64.54%	60.18%	2.28	1.53	3.54	2.54	42,275.00	28,830.00
<b>6</b>	67.22%	63.92%	2.46	1.70	3.65	2.65	45,475.00	32,035.00
<b>7</b>	66.98%	70.66%	2.63	2.43	3.93	3.44	48,730.00	45,925.00
<b>8</b>	70.57%	74.70%	3.13	2.82	4.43	3.78	57,900.00	53,300.00
<b>9</b>	70.72%	74.97%	1.60	3.20	2.26	4.27	29,590.00	60,425.00
<b>10</b>	69.37%	77.66%	2.87	3.16	4.13	4.07	53,100.00	59,675.00

For more information on how these figures were calculated, please refer to the [Recyclemania 2011 Rules](#).

### Targeted Materials Competitions

Results shown are in **US Pounds**. To view measurements in Metric Kilograms, view the overall rankings on the [Results page](#).

Week	Paper	Corrugated Cardboard	Bottles and Cans	Food Service Organics
	lbs/ person	lbs/ person	lbs/ person	lbs/ person

	2011	2010	2011	2010	2011	2010	2011	2010
<b>1</b>		0.37		0.32		0.04		0.00
<b>2</b>		0.53		0.42		0.06		0.00
<b>3</b>	1.19	0.64	0.58	0.57	0.04	0.08	0.00	0.00
<b>4</b>	1.46	0.74	0.71	0.62	0.06	0.08	0.00	0.00
<b>5</b>	1.55	0.80	0.67	0.65	0.06	0.08	0.00	0.00
<b>6</b>	1.63	0.85	0.76	0.76	0.07	0.09	0.00	0.00
<b>7</b>	1.74	1.06	0.82	0.57	0.07	0.80	0.00	0.00
<b>8</b>	2.28	1.28	0.78	0.76	0.07	0.78	0.00	0.00
<b>9</b>	0.98	1.65	0.58	0.86	0.03	0.69	0.00	0.00
<b>10</b>	2.07	1.81	0.73	0.72	0.07	0.64	0.00	0.00

For more information on how these figures were calculated, please refer to the [Recyclemania 2011 Rules](#).

# **APPENDIX C**

## **Illicit Discharge Detection and Elimination Documents**

BMP3-4 HHW E-mail to Family Housing Residents

BMP3-5 Solid Waste Collection Sites

Other Activity – Illicit Discharge Detection and Elimination Policy  
Enforcement Actions

**From:** Housing Mail [<mailto:housingmail@ad.nmsu.edu>]

**Sent:** January 28, 2011 8:28 AM

**Subject:** Annual Reminder

## **Disposing of Household Hazardous Waste**

On occasion you will find that you have household hazardous waste needing disposal from your house. Our department has coordinated with the South Central Solid Waste Authority to provide services for household hazardous waste materials. The site for you to access these services is located on 2855 W. Amador Ave., and they accept the following recyclables: household cleaners, pesticides, herbicides, motor oil, cooking oil, antifreeze, rechargeable and vehicle batteries, paints, stains, or any item considered ignitable, poisonous or corrosive. Ammunition is not accepted but may be dropped off at the City of Las Cruces Fire Department.

**Solid Waste Collection Sites-NMSU Campus**

Updated: July 2009

**Dumpsters - Housing**

100 Aggie Express Store  
101 Vista Del Monte '92 & 95'  
102 Vista Del Monte '92 & 95'  
103 Vista Del Monte '92 & 95'  
104 Vista Del Monte '92 & 95'  
105 Cervantes Village E  
106 Cervantes Village F  
107 Cervantes Village J  
108 Cervantes Village H  
109 Cervantes Village G  
110 Cervantes Village C  
111 Cervantes Village A  
112 Cervantes Village B  
113 Cervantes Village D  
120 Greek Complex I  
121 Greek Complex I  
122 Greek Complex II  
132 Chamisa Hall  
133 Chamisa Hall  
134 Chamisa Hall  
135 Chamisa Hall  
140 Garcia Hall  
141 Garcia Hall  
142 Garcia Hall  
150 Monagale Hall  
150 Monagale Hall  
160 Rhodes - Garrett- Hamiel  
180 Cole Village  
181 Cole Village  
182 Cole Village  
183 Cole Village  
184 Cole Village  
185 Cole Village  
186 Cole Village  
187 Cole Village  
188 Cole Village  
190 Pinon Hall  
191 Pinon Hall

**Dumpsters-OFS**

170 Regents Row  
200 Agriculture Engineering  
202 Genisis Center  
203 J. Gordon Watts Entomology  
204 Police Station  
206 Animal Care Facility  
207 Old Jornada Building  
208 Theater Arts Scene Shop  
209 Zuhl Library  
210 Storage Units  
211 Central Heating Plant  
212 Jett hall  
213 Williams Hall A  
213 Williams Hall B  
214 Academic Reseach  
215 Milton Hall  
217 Engineering Complexes I & II  
220 Skeen Hall/CSDAL  
222 Wooten Hall/USDA  
223 Equestrian Center  
226 Weddell Drive  
227 Foster Hall  
227 Fire Department  
229 Health & Social Services  
230 PGL Greenhouse  
231 Mechanics Shop  
232 O'Donnell Hall  
400 Horse Farm (Union Street)  
403 NM Dept of Agriculture  
299 Special-use Dumpsters

**Dumpsters - Auxiliary**

300 Baseball Fields  
301 Aggie Memorial Stadium  
303 Departmental Charges  
304 Golf Course Maint. Shop  
306 D.A.C.C.  
306 D.A.C.C.  
310 Food Court-Fringer  
311 S.W. Technology Dev.  
312 Zeta tau Alpha/Delta Zeta  
313 Chi Omega  
314 New Golf Course Clubhouse  
315 Fulton Athletic Center  
401 EPPWS (East of Golf Course)  
402 Rodeo Arena (East/Golf course)

**Polycarts - OFS**

8 Preciado Park  
12 Delamater Activiyy Center  
13 Natatorium  
27 Presidents's Residence  
99 Special-Use polycarts (use site name)

**Polycarts - Auxiliray**

18 Tennis Center  
43 Softball Field

**Roll-offs & Compactor**

500 Corbett Center (30 yd3compactor) Aux  
501 Housing Whse Two Roll-Offs  
502 OFS (40 yd3 compactor)-OFS  
503 OFS (yd3 roll off next to compactor)-OFS  
504 OFS (30 yd roll-off stand-alone)-OFS  
505 Concrete-OFS  
506A Pan am roll off-OFS  
506B Pan am roll off-OFS  
508 Green waste Yrd-OFS  
510 Special -use roll-offs (Use site name)-OFS

**Cardboard Dumpsters**

Chamisa-1  
Monagle-1  
PSL-2  
Skeen-1  
Pinon-1  
Property Whse-1



## **New Mexico State University Office of Facilities and Services**

### **Illicit Discharge Detection and Elimination Policy**

#### **1. Purpose of Policy**

- a. To improve the quality of surface water and ground water within the watershed areas owned and maintained by New Mexico State University (NMSU) by preventing illicit discharges and illicit connections from occurring.
- b. To prevent the discharge of contaminated storm water runoff from NMSU.
- c. To comply with the requirements of NMSU's storm water permit.
- d. To comply with all United States Environmental Protection Agency (EPA) and NM State laws applicable to storm water discharges.

#### **2. Definitions**

An "Illicit Discharge" is the discharge of pollutants or non-storm water materials to the storm drainage system via overland flow or direct dumping of materials into a catch basin or inlet. Examples of illicit discharges include: overland drainage from car washing or cleaning paint brushes in or around a catch basin.

An "Illicit Connection" is the discharge of pollutants or non-storm water materials into the storm drainage system via a pipe or other direct connection. Sources of illicit connections may include sanitary sewer taps, wash water from laundry facilities, wash water from sinks, or other similar sources.

#### **3. Illicit Discharges**

No University employee, student, visitor, contractor, department, or unit shall cause or allow discharges into the NMSU storm drainage system which are not composed entirely of storm water, except for the allowed discharges listed in Section 5. Prohibited discharges include but are not limited to: oil, anti-freeze, grease, chemicals, wash water, paint, animal waste, garbage, and litter.

#### **4. Illicit Connections**

The following connections are prohibited, except as provided in Section 5 below: Any drain or conveyance, whether on the surface or subsurface, which allows any non-storm water discharge, including but not limited to: sewage, process water, waste water, or wash water, to enter the storm water drainage system, and any connections to the storm drain system from indoor drains or sinks.

#### **5. Allowable Discharges**

The following discharges to the storm drainage system are allowed:

- a. Discharges that are specifically permitted under a State or federal storm water program.

- b. Incidental non-storm water discharges which do not significantly contribute to the pollution of NMSU surface waters and are limited to the following:
- Water line flushing
  - reclaimed water line flushing
  - Landscape irrigation, including but not limited to reclaimed water
  - diverted stream flows
  - Rising groundwater
  - Uncontaminated groundwater infiltration
  - Uncontaminated pumped groundwater
  - Discharges from potable water sources
  - Foundation drains
  - Air conditioning condensate (that does not contain biocide)
  - Springs
  - Water from crawl space pumps
  - Footing drains
  - Flows from riparian buffers and wetlands
  - Dechlorinated swimming pool discharges
  - Flows from emergency fire fighting
  - Building wash water without detergents, cleaners, or corrosive additives
- c. In the event that NMSU determines that any of the above discharges contribute to pollution of campus streams or other surface waters or is notified by a State or federal government agency, such as the New Mexico Division of Water Quality, that the discharge must cease, NMSU will instruct the responsible person to cease the discharge.
- d. When instructed to cease the discharge, the discharger of substances newly classified as pollutants shall cease the discharge immediately and be given reasonable time to make corrections so that the discharge will not continue into the future.
- e. Nothing in this Policy shall affect a discharger's responsibilities under federal or State law.

## 6. Enforcement and Penalties

- a. Whenever NMSU finds that a violation of this Policy has occurred; NMSU may order compliance by written notice to the responsible person. Such notice may require without limitation:
- The performance of monitoring, analyses, and reporting.
  - The elimination of prohibited discharges or connections.
  - Immediate cessation of any violating discharges, practices, or operations.
  - The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property.
  - Payment of any fee, penalty, or fine assessed against NMSU to cover remediation cost.
  - The implementation of new storm water management practices.
  - Disciplinary action up to and including dismissal, where appropriate.

- b. Such notification shall set forth the nature of the violation(s) and establish a time limit for correction of these violation(s). Said notice may further advise that, if applicable, should the violator fail to take the required action within the established deadline, then NMSU's Department of Environment, Health and Safety will initiate work orders for the appropriate corrective actions and the individual or University department will be charged for the cost.

## 7. Inspection and Sampling of Outfalls

NMSU shall, at a minimum, visually inspect outfalls draining one fifth of its geographic area per year during dry weather conditions. Flows suspected of containing illicit discharges due to the presence of odors, colors or sheens shall be tested. Test parameters may include but are not limited to ammonia, detergent, chlorine, phosphorus, nitrogen, pH, conductivity, turbidity, temperature, and dissolved oxygen. The results of the inspections and testing shall be maintained in a geographic information system (GIS) database that links outfall locations to inspection dates, chemical tests conducted, and follow-up procedures implemented to correct any detected illicit discharge. The physical condition of the outfall shall also be noted during the inspections. Illicit discharge data from the GIS database will be used in the preparation of the annual report to the New Mexico Division of Water Quality.

## 8. Illicit Discharge Training

Training on how to identify and report illicit discharges and implement good housekeeping and pollution prevention best management practices shall be presented to NMSU maintenance employees. Training shall consist primarily of classroom training.

**This Policy is maintained and enforced by the Office of Facilities and Services.**

New Mexico State University Police Department  
**Crime Report Tracking System**

**Create New  
Record**

Report Filed: **YES**

Case #: **201001264**

Date: **Sep 30, 2010**

Time Dispatched:

Date From **9/30/2010**

Time From **2:52**

Date To **9/30/2010**

Time To **2:58**

Incident Classification: **LITTERING**

Location of Incident: **GEOTHERMAL/WATER PUMP**

Officer(s) Handling Call: **Q PANTEAH**

Case Status:

Arrest Made? **No**

ON SEPTEMBER 30TH, 2010 AT APPROXIMATELY 0252 HOURS I WAS PATROLLING ON WATER TOWER ROAD WHEN I SAW NUMEROUS BLACK BAGS ON THE SIDE OF THE ROAD. UPON CLOSER INSPECTION I SAW THAT IT WAS BAGS FULL OF TRASH LAYING NEXT TO A WHITE BROKEN MICROWAVE.

I HAPPENED TO SEE SOME MAGAZINES THROUGH THE PLASTIC AND FOUND A NAME ON THE ADDRESS PORTION OF THE MAGAZINE. SUSIE BEEM OF 1445 MYRTLE AVENUE LAS CRUCES, NEW MEXICO 88001 WAS FOUND ON THE MAGAZINE COVERS. TWO MAGAZINES WERE TAKEN AS EVIDENCE AS WELL AS PHOTOGRAPHS OF THE GARBAGE ON THE ROADSIDE.

I WILL BE CONTACTING SUSIE BEEM FOR MORE INFORMATION ON THE ILLEGAL DUMPING AND CHARGES WILL BE PENDING.

END OF REPORT

New Mexico State University Police Department  
**Crime Report Tracking System**

**Create New Record**

Report Filed:	YES				
Case #:	201100017	Date:	Jan 4, 2011	Time Dispatched:	
	Date From	1/3/2011	Time From	12:00	
	Date To	1/4/2011	Time To	13:15	
Incident Classification:	LITTERING				
Location of Incident:	GEOTHERMAL & WATERTOWER RD				
Officer(s) Handling Call:	LT J HARVEY				
Case Status:		Arrest Made?	No		

ON TUESDAY, JANUARY 4, 2011, AT APPROXIMATELY 1315 HOURS, I, UNIT 135, NEW MEXICO STATE UNIVERSITY UNIFORMED POLICE LIEUTENANT JEFFREY HARVEY WAS DISPATCHED TO CHECK FOR A COMPLAINT OF ILLEGAL DUMPING NEAR THE WATERTOWER LOCATED ON GEOTHERMAL RD AND WATERTOWER RD ON THE CAMPUS OF NMSU.

UPON ARRIVAL AT THAT LOCATION, I OBSERVED TWO EXTREMELY LARGE PILES OF REFUSE ON A TRAIL JUST EAST OF THE WATERTOWER. THE PILES OF REFUSE INCLUDED METAL PIPE, FENCING, WOODEN BOARDS, YARD WASTE, AND NUMEROUS OTHER DISCARDED ITEMS. AMONG THE ITEMS, I DISCOVERED A DIRECTV SATELLITE DISH WITH A SERIAL NUMBER OF 013436088. THERE WERE NO OTHER ITEMS DISCOVERED AMONG THE REFUSE WHICH MAY PROVIDE ANY INFORMATION AS TO THE ORIGIN OF THE ITEMS.

I NOTIFIED NMSU OFS GROUNDS PERSONNEL OF THE REFUSE AND REQUESTED THAT THEY REMOVE IT FROM THE AREA.

NO FURTHER INFORMATION AT THIS TIME. END OF REPORT.

New Mexico State University Police Department  
**Crime Report Tracking System**

**Create New  
Record**

Report Filed: **YES**

Case #: **201100271**

Date: **Feb 27, 2011**

Time Dispatched:

Date From **2/25/2011**

Time From **17:00**

Date To **2/27/2011**

Time To **15:15**

Incident Classification: **LITTERING**

Location of Incident: **WATER TOWER RD**

Officer(s) Handling Call: **P STINNETT**

Case Status:

Arrest Made? **No**

AT ABOUT 1519 HOURS ON SUNDAY, 27 FEBRUARY 2011, I WAS PATROLLING ON WATER TOWER ROAD NORTH OF GEOTHERMAL DRIVE WHEN I SAW A PILE OF SCRAP LUMBER DUMPED AT THE WEST EDGE OF THE CIRCULAR ROAD AROUND THE WATER TOWER. THE LUMBER CONSISTED OF ABOUT SIX WEATHERED, DAMAGED AND ROUGHLY CUT SHEETS OF 1/4-INCH PLYWOOD ABOUT 2.5 X 8- FEET IN SIZE, ALONG WITH AN ASSORTMENT OF 2 X 2-INCH STUDS OF VARYING LENGTH AND SMALLER PIECES OF SCRAP LUMBER. I FOUND NO ITEMS, MARKINGS OR OTHER EVIDENCE THAT COULD BE USED TO IDENTIFY THE PERSON RESPONSIBLE FOR THE LITTERING.

NO OTHER INFORMATION AT THIS TIME, END OF REPORT.

New Mexico State University Police Department  
**Crime Report Tracking System**

**Create New  
Record**

Report Filed: **YES**

Case #: **201100475**

Date: **Apr 8, 2011**

Time Dispatched:

Date From **4/8/2011**

Time From **22:00**

Date To **4/8/2011**

Time To **7:00**

Incident Classification: **LITTERING**

Location of Incident: **SONOMA RANCH BLVD**

Officer(s) Handling Call: **O VALLES**

Case Status:

Arrest Made? **Yes**

ON 4/8/2011 AT APPROXIMATELY 1008 HOURS, I RESPONDED TO A CALL FROM NMSU POLICE DISPATCH IN REFERENCE TO LITTER ON THE SIDE OF THE ROAD NEAR THE TELLBROOK AND SONOMA RANCH INTERSECTION. THAT LOCATION IS ON NEW MEXICO STATE UNIVERSITY PROPERTY, IN THE STATE OF NEW MEXICO, IN DONA ANA COUNTY. I WAS IN FULL UNIFORM AND DISPLAYING MY BADGE OF OFFICE.

UPON MY ARRIVAL I MET WITH THE COMPLAINANT, ISMAEL LOPEZ. LOPEZ STATED HE DID NOT OBSERVED ANY LITTER ON THE SIDE OF THE ROAD WHEN HE DROVE PAST ON HIS WAY HOME ON 4/7/2011 AT APPROXIMATELY 2200 HOURS. LOPEZ STATED HE OBSERVED THE LITTER HE REPORTED ON HIS WAY TO WORK AT APPROXIMATELY 0700 HOURS ON 4/8/2011.

I OBSERVED A LARGE AMOUNT OF LITTER ON THE SIDE OF THE ROAD. THE LITTER CONSISTED OF SEVERAL WHITE TRASH BAGS FILLED WITH TRASH, LARGE PORTIONS OF A STUCCO COVERED WALL, NUMEROUS PIECES OF PLYWOOD AND OTHER DEBRIS. I OBSERVED A SMALL BAG OF TRASH CONTAINING RECEIPTS AND OTHER PAPER DOCUMENTS. I RECOVERED A RECEIPT WITH THE NAME LUIS VILLEGAS AND A OPENED ENVELOPE WITH THE NAME AND ADDRESS "YESSENIA VILLA 23 OUTBACK DR LAS CRUCES NM 88012."

I PHOTOGRAPHED THE LITTER ON THE SIDE OF THE ROAD AND LATER TRANSFERRED THE PHOTOGRAPHS ONTO A COMPACT DISC. THE COMPACT DISC WAS ENTERED INTO EVIDENCE AT THE NMSU POLICE DEPARTMENT. A SEARCH OF THE "PRIORS" DATABASE IDENTIFIED A FEMALE SUBJECT MATCHING THE NAME AND ADDRESS ON THE ENVELOPE. THE TELEPHONE NUMBER (575)373-7054 WAS ALSO LISTED IN THE DATABASE TO YESSENIA VILLA.

I PLACED A TELEPHONE CALL TO THE NUMBER LISTED AND RECORDED THE CONVERSATION THAT FOLLOWED ON MY DIGITAL RECORDER. A MALE SUBJECT ANSWERED THE CALL AND IDENTIFIED HIMSELF AS "LUIS". I CONFIRMED IT WAS LUIS VILLEGAS I WAS SPEAKING TO. I IDENTIFIED MYSELF AS A POLICE OFFICER AND STATED MY REASON FOR CALLING. VILLEGAS INITIALLY PROVIDED ME WITH INFORMATION CONFIRMING SOMEONE HAD CLEANED HIS YARD IN EXCHANGE FOR MONEY APPROXIMATELY THREE DAYS PRIOR.

VILLEGAS IDENTIFIED THE SUBJECT AS ARMANDO LUJAN. VILLEGAS THEN STATED HE WOULD PREFER TO MEET WITH ME IN PERSON AT THE NMSU POLICE DEPARTMENT TO DISCUSS THE ISSUE. VILLEGAS INDICATED HE DID NOT WANT VILLA, WHO HE IDENTIFIED AS "HIS LADY" TO GET IN ANY TROUBLE. VILLEGAS ALSO INDICATED HE WANTED TO COOPERATE AND PROVIDE MORE INFORMATION ABOUT LUJAN IN PERSON.

AT THE CONCLUSION OF THE CALL, VILLEGAS AGREED TO MEET WITH ME CONCERNING THE INCIDENT AT THE NMSU POLICE DEPARTMENT. I TRANSFERRED THE RECORDING ONTO A COMPACT DISC WHICH I ENTERED INTO EVIDENCE AT THE NMSU POLICE DEPARTMENT.

VILLAS DID NOT ARRIVE AT OR CALL THE NMSU POLICE DEPARTMENT ON 4/8/2011 WHILE I WAS ON SHIFT. I WAS WORKING UNTIL PAST THE 1730 HOUR. I PLACED TWO MORE TELEPHONE CALLS AND LEFT VOICE MESSAGES TO THE SAME PHONE NUMBER BUT WAS NOT ABLE TO MAKE CONTACT WITH VILLEGAS OR VILLA. I LEFT VILLEGAS A VOICE MESSAGE ON 4/8/2011 IN BETWEEN THE HOURS OF 1400 AND 1700 INDICATING A CRIMINAL SUMMONS WOULD BE ISSUED IN HIS NAME FOR LITTERING WITHIN 24 HOURS IF I HAD NO OTHER CONTACT WITH HIM.

New Mexico State University Police Department  
**Crime Report Tracking System**

**Create New  
Record**

NO FURTHER INFORMATION REGARDING THIS INCIDENT, END OF REPORT.

New Mexico State University Police Department  
**Crime Report Tracking System**

**Create New  
Record**

Report Filed: **YES**

Case #: **201100750**

Date: **Jun 2, 2011**

Time Dispatched:

Date From **6/2/2011**

Time From **5:00**

Date To **6/2/2011**

Time To **8:00**

Incident Classification: **LITTERING**

Location of Incident: **AGGIE RODEO DR / DRIPPING SPRINGS**

Officer(s) Handling Call: **M RICHARDS**

Case Status:

Arrest Made? **No**

ON 06-02-2011 AT APPROXIMATELY 0820 HOURS, I WAS ADVISED BY DISPATCH OF LITTERING ON AGGIE RODEO ROAD.

ON ARRIVAL I WAS MET BY TOM SIMPSON. SIMPSON ADVISED ME THAT SOMETIME BETWEEN THE HOURS OF 0500 AND 0800 THIS DATE, SOMEONE DUMPED A BAG OF TRASH NEAR THE INTERSECTION OF AGGIE RODEO ROAD AND DRIPPING SPRINGS ROAD. CONTAINED IN THE BAG OF TRASH WAS A SINGLE PIECE OF CORRESPONDENCE WITH THE NAME OF GEORGE KASPER.

A PHONE NUMBER FOR KASPER WAS LOCATED IN "PRIORS" BUT WAS NO LONGER A WORKING NUMBER. AN ATTEMPT TO LOCATE KASPER AT HIS RESIDENCE WAS MADE HOWEVER NO ONE ANSWERED THE DOOR.

INVESTIGATION IS STILL ONGOING AT THIS TIME.

NO FURTHER INFORMATION, END OF REPORT.

# **APPENDIX D**

## **Construction Site Storm Water Runoff Control Documents**

NMSU NOI Application Detail Sheets from eNOI website  
BMP4-2 SWPPP Checklist  
BMP4-4 Amendment to Arrowhead Center Lease



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## NOI Application Detail

Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity Under the NPDES General Permit NMR100000

Tracking Number for this Project		
NMR10HB03	Submitted Date: March 17, 2011	Status: Active
Operator Information		
Name: NEW MEXICO STATE UNIVERSITY		
Street: 1530 Wells St.		
City: Las Cruces	State: NM	Zip Code: 88003
Phone: 575-646-7873		
Project/Facility Information		
Project/Site Name: NMSU Center for the Arts Complex		
Project Street/Location: 1000 E. University Ave.		
City: Las Cruces	State: NM	Zip Code: 88003-88003
Latitude / Longitude Type : Degrees/Minutes/Seconds Latitude / Longitude Source : Other - google Maps		
Latitude: 32.17.00 Longitude: 106.45.21		
Is facility/project located on Indian Land: N Reservation Name: Not Applicable		
Is this a Federal facility/project: N		
Certification		
Certified By: Glen Haubold		Date Certified: 03/17/2011
NOI Correspondence and Forms		
Form (Click to open file)	Submitted By	Submitted Date
<a href="#">CGP NOI Form (PDF)</a>	Glen Haubold	03/17/2011 03:28:52
<a href="#">NOI (Construction &amp; Industrial) Acknowledgement (PDF)</a>	Glen Haubold	03/17/2011 03:28:52

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## NOI Application Detail

Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity Under the NPDES General Permit NMR100000

Tracking Number for this Project		
NMR10H914	Submitted Date: January 13, 2011	Status: Active
Operator Information		
Name: NEW MEXICO STATE UNIVERSITY		
Street: MSC 3545, P.O. Box 30001		
City: Las Cruces	State: NM	Zip Code: 88003-8001
Phone: 575-646-7729		
Project/Facility Information		
Project/Site Name: Chamisa Village Apartments Phase II		
Project Street/Location: 1725 Stewart St, New Mexico State Universtiy		
City: Las Cruces	State: NM	Zip Code: 88003-88003
Latitude / Longitude Type : Decimals		Latitude / Longitude Source : Other - Google Maps
Latitude: 32.2822		Longitude: 106.7443
Is facility/project located on Indian Land: N		Reservation Name: Not Applicable
Is this a Federal facility/project: N		
Certification		
Certified By: Glen Haubold		Date Certified: 01/13/2011
NOI Correspondence and Forms		
Form (Click to open file)	Submitted By	Submitted Date
<a href="#">CGP NOI Form (PDF)</a>	Glen Haubold	01/13/2011 12:48:00
<a href="#">NOI (Construction &amp; Industrial) Acknowledgement (PDF)</a>	Glen Haubold	01/13/2011 12:48:00

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## NOI Application Detail

Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity Under the NPDES General Permit NMR100000

Tracking Number for this Project		
NMR10HF58	Submitted Date: June 28, 2011	Status: Active
Operator Information		
Name: NEW MEXICO STATE UNIVERSITY		
Street: Chilled Water Plant, 1510 Stewart Street		
City: Las Cruces	State: NM	Zip Code: 88003-8001
Phone: 575-646-2101		
Project/Facility Information		
Project/Site Name: Main Campus, Las Cruces		
Project Street/Location: 1510 Stewart Street		
City: Las Cruces	State: NM	Zip Code: 88003-8001-88003-8001
Latitude / Longitude Type : Decimals		Latitude / Longitude Source : Other - google earth
Latitude: 32.2803		Longitude: 106.7484
Is facility/project located on Indian Land: N Reservation Name: Not Applicable		
Is this a Federal facility/project: N		
Certification		
Certified By: Glen Haubold		Date Certified: 06/28/2011
NOI Correspondence and Forms		
Form (Click to open file)	Submitted By	Submitted Date
<a href="#">CGP NOI Form (PDF)</a>	Glen Haubold	06/28/2011 07:56:46
<a href="#">NOI (Construction &amp; Industrial) Acknowledgement (PDF)</a>	Glen Haubold	06/28/2011 07:56:46

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## NOI Application Detail

Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity Under the NPDES General Permit NMR100000

Tracking Number for this Project		
NMR10H348	Submitted Date: August 27, 2010	Status: Active
Operator Information		
Name: NEW MEXICO STATE UNIVERSITY		
Street: 1400 University Ave		
City: Las Cruces	State: NM	Zip Code: 88003
Phone: 575-646-4548		
Project/Facility Information		
Project/Site Name: New Mexico State Universtiy Bookstore		
Project Street/Location: 1400 E. University Ave		
City: Las Cruces	State: NM	Zip Code: 88003-88003
Latitude / Longitude Type : Degrees/Minutes/Seconds		Latitude / Longitude Source : Other - Google Earth Map
Latitude: 32.17.5		Longitude: 106.45.1
Is facility/project located on Indian Land: N		Reservation Name: Not Applicable
Is this a Federal facility/project: N		
Certification		
Certified By: Glen Haubold		Date Certified: 08/27/2010
NOI Correspondence and Forms		
Form (Click to open file)	Submitted By	Submitted Date
<a href="#">CGP NOI Form (PDF)</a>	Glen Haubold	08/27/2010 02:50:08
<a href="#">NOI (Construction &amp; Industrial) Acknowledgement (PDF)</a>	Glen Haubold	08/27/2010 02:50:08

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Last updated on December 22, 2010 11:30 AM

## Stormwater Pollution Prevention Plan Checklist

- SWPPP contains a combination of
  - narrative
  - plan sheets
  - standard detail sheets (where appropriate)

### **Does the SWPPP Narrative:**

- Describe the nature of the construction activity?
- Address the potential for a discharge of sediment and/or other potential pollutants from the site?
- Identify the person who will oversee the SWPPP implementation?
- Identify the entity responsible for long term O&M of the permanent storm water management system?
- List the chain of responsibility for SWPPP implementation for all operators on the site?
- Describe of installation timing for all ESC BMPs?
- Describe procedures to establish additional temporary ESC BMPs as necessary for site conditions?
- Describe final stabilization methods for all exposed areas? (may be in narrative or on plan sheets)
- Identify storm water management measures needed to mitigate impacts identified as a result of environmental, historical, archaeological, or rare species reviews conducted for the project?
- Identify additional measures being taken to protect Drinking Water Supply Management Areas?
- If site discharges to impaired reach, identify any site areas discharging to the impaired reach?

### **Do plan sheets identify:**

- Existing and final grades?
- Locations and types of all temporary and permanent ESC BMPs?
- Stormwater flow directions and surface water divides for all pre- and post-construction drainage areas?
- Impervious areas?
- Soil types?
- Locations of areas not to be disturbed?
- Limits of construction phases?
- Locations of all wetlands and surface waters that will receive pre- or post-construction site runoff (if don't fit on the plan sheets, an arrow to note the direction and distance)?

### **Standard plates or specifications:**

- Are standard plates or specifications included where appropriate?

### **Part III - Stormwater Discharge Design Requirements**

- Are **Temporary Sediment Basins** required on site? (10 acres draining to common location)  
If Yes, are they:
  - Adequately sized – 2yr, 24hr storm, min. 1,800 ft<sup>3</sup>/acre; OR no calc. min. 3,600ft<sup>3</sup>/acre?
  - Designed to prevent short circuiting?
  - Are outlets designed to remove floating debris?
  - Are outlets designed to allow complete drawdown?
  - Do outlets have energy dissipation?
  - Have a stabilized emergency spillway?
- Permanent Stormwater Management System**
  - Is calculation of new impervious surface included in SWPPP?
  - Are calculations for permanent stormwater management system included (water quality volume of ½ inch of runoff)?
  - Are there areas of the project where typical treatment methods are not feasible? (up to 1% of project size or 3 cumulative acres OR proximity to bedrock OR road projects lacking of right of way)
    - If yes, has effort been made to provide some treatment using alternatives?
      - Grassed swales
      - Smaller ponds
      - Grit chambers

Which method of permanent stormwater treatment has been selected?

- Wet sedimentation basin
  - Permanent volume of 1800 ft<sup>3</sup> below outlet pipe for each acre draining
  - Minimum depth of 3 ft; maximum depth of 10 ft
  - Configured so scour or resuspension is minimized
  - Water quality volume is ½ inch of runoff from new impervious surfaces
  - Basin outlets designed to discharge at less than 5.66 cfs per acre of pond
  - Basin outlets designed to prevent short circuiting
  - Basin outlets designed to prevent discharge of floatables
  - Stabilized emergency overflow
  - Is adequate maintenance access provided?
- Infiltration/filtration
  - Is infiltration/filtration appropriate to the site and land uses?
  - Is infiltration system not excavated to final grade until drainage area constructed and stabilized?
  - Are rigorous sediment and erosion controls used to keep sediment and runoff away?
  - Is a pretreatment device used?
  - Is the system sufficient to infiltrate or filter the appropriate water quality volume?
  - Can water quality volume be discharged in 48 hours or less?
    - If not, are they routed through stabilized discharge point?
  - Is there a way to visually verify the system is operating as designed?
  - Has appropriate testing been conducted to ensure a minimum of 3 feet of separation?
  - Are calculations and computer model results included to demonstrate the design adequacy of the infiltration system?
    - Is adequate maintenance access provided?
    - Does the maintenance plan identify who will perform future maintenance?
- Regional ponds
  - Is written authorization from owner of regional pond included in SWPPP?
  - Is there no significant degradation of waterways between project and regional pond?
  - Does regional pond design conform to the permit requirements for wet sedimentation basin?
- Combination of practices
  - Is the entire water quality volume be accounted for?
  - Are computer models and/or calculations included in the SWPPP?
- Alternative method
  - SWPPP, including the Alternative Method documentation, to MPCA for review and approval at least 90 days prior to the proposed starting date of construction activity.

#### **Part IV – Construction Activity Requirements**

- Addresses **erosion prevention** measures:
  - Are areas not to be disturbed delineated on plans?
  - Has appropriate construction phasing been implemented?
  - Do exposed soils with positive slope within 200 feet of surface water have erosion protection/cover?
  - Are wetted perimeters of ditches stabilized within 200 feet of surface water?
  - Do pipe outlets have energy dissipation within 24 hours of connecting?
- Addresses **sediment control** measures:
  - Are slopes with a 3:1 grade broken up into lengths less than 75 feet?
  - Are sediment control practices established on down gradient perimeters?
  - Are all inlets protected?
  - Do stockpiles have sediment control and placed in areas away from surface waters?
  - Do construction site entrances minimize street tracking?
- Addresses **dewatering and basin draining**:
  - Is there a plan in place for dewatering so as to not cause nuisance conditions, erosion, or inundation
- Addresses **inspections and maintenance**:
  - Identifies the person who will oversee the BMP inspection and maintenance?

- Inspections performed once every 7 days
- Inspections performed within 24 hrs of a rain event greater than 0.5 in/24 hr
- Inspection and Maintenance records include
  - Date and time of inspection
  - Name of person(s) conducting inspections
  - Finding of inspections and recommendations for corrective actions
  - Date and amount of rainfall events greater than 0.5 in/24 hr
- Maintenance performed
  - Silt fence repaired/replaced/supplemented when nonfunctional, or 1/3 full; within 24 hours
  - Sediment basins drained and sediment removed when reaches 1/2 storage volume; within 72 hours
  - Sediment removed from surface waters within 7 days
  - Construction site exits inspected, tracked sediment removed within 24 hours
- Addresses **pollution prevention** management measures:
  - Solid waste disposed properly; comply with MPCA requirements
  - Hazardous waste stored (secondary containment, restricted access) and disposed in compliance with MPCA requirements
  - External washing of vehicles limited. Runoff contained and waste properly disposed
  - No engine degreasing allowed on site
- Addresses **final stabilization**:
  - Stabilization by uniform perennial vegetative cover (70% density)
  - Drainage ditches stabilized
  - All temporary synthetic and structural BMPs removed
  - Clean out sediment from conveyances and sedimentation basins (return to design capacity)
  - If residential – distribute homeowner factsheet
  - Submit NOT

#### Requirements of Appendix A

- Does this site drain to a discharge point on the project that is within 2000 feet of a Special Water?

<u>Which Type of Special Water?</u>	<u>BMP Category</u>
○ Wilderness Areas	C.1, C.2, C.3, C.4
○ Mississippi River	C.1, C.2, C.3
○ Scenic or Recreational river	C.1, C.2, C.3
○ Lake Superior	C.1, C.2, C.3
○ Lake Trout Lakes	C.1, C.2, C.3, C.4
○ Trout Lakes	C.1, C.2, C.3, C.4
○ Scientific & Natural areas	C.1, C.2, C.3, C.4
○ Trout Streams	C.1, C.2, C.3, C.5

Are BMPs required for that Special Water shown on plans?

<u>BMP Category</u>	<u>Requirement</u>
○ C.1	protect slopes/provide temp basin for 5 acres draining to common location
○ C.2	treat water quality volume of 1 inch of runoff
○ C.3	maintain buffer zone of 100 linear feet from Special Water
○ C.4	post project volume/rate control
○ C.5	temperature controls

- Does this site discharge to wetlands?
  - Has wetland mitigative sequence been followed?

**FIRST AMENDMENT TO MASTER GROUND LEASE**

This First Amendment To Master Ground Lease is made and entered into this 14th day of May, 2011 by and between THE REGENTS OF NEW MEXICO STATE UNIVERSITY ("NMSU") and ARROWHEAD CENTER, INC., a New Mexico non-profit corporation ("Lessee").

A. Lessee and NMSU are parties to that certain Master Ground Lease, dated February 6, 2007 with respect to the lease of two tracts of land in Dona Ana and Eddy Counties, New Mexico.

B. Lessee and NMSU desire to amend the Master Ground Lease as hereinafter set forth.

**AGREEMENT**

NOW, THEREFORE, in consideration of the premises, the following agreements and undertakings of the parties, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby amend the Master Ground Lease and agree as follows:

1. Storm Water Management Program

NMSU is the operator of a Small Municipal Separate Storm Sewer System (MS4), as defined in the NPDES General Permit for discharges from Small MS4s and NMSU has obtained the required permit for its storm water discharge. Tract 1 of this Ground Lease is within the Storm Water Management Program. Lessee is required to comply with the requirements of the Program (as outlined by the Storm Water Management Plan) as it applies to storm water originating on Tract 1. The Storm Water Management Plan, as may be amended from time to time, and Annual Storm Water reports are posted on the NMSU Office of Facilities Services Web Page. Upon written request by Lessee, a written copy of the Storm Water Management Plan or Annual Storm Water report will be provided by NMSU's Office of Facilities Services.

In the event Lessee fails to perform as required, NMSU may take such action as necessary to accomplish the necessary work and Lessee consents to reimburse NMSU for all costs associated with undertaking the work.

2. Miscellaneous.

(a). In the event of any inconsistency among the terms and provisions of this First Amendment To Master Ground Lease and those of the Master Ground Lease, the terms and provisions of this First Amendment To Master Ground Lease shall control.

(b). Except as expressly amended hereby the Master Ground Lease shall remain in full force and effect between the parties.

IN WITNESS WHEREOF, NMSU and Lessee have executed this First Amendment To Master Ground Lease by Persons duly authorized so to do as of the day and year first above written.

ARROWHEAD CENTER, INC.

By: *K. B. Buly*  
Title: CEO  
Date: 04.27.11

THE BOARD OF REGENTS OF NEW MEXICO STATE UNIVERSITY

By: *Wendy Kaur Wilkins*  
*in B. C. Custer*  
President, New Mexico State University  
Date: 5/11/11

# **APPENDIX E**

## **Post-Construction Storm Water Management in New Development and Redevelopment Documents**

BMP5-2 Urban Drainage Criteria

BMP5-5 MS4 Inventory

BMP5-6 Selected Pages from GI Conference Summary Report

## URBAN DRAINAGE CRITERIA

### I. Introduction

This division contains guidelines for drainage system design and establishes a policy for recognized and established engineering design of storm drain facilities to protect the health, safety and welfare of the general public. Methods and processes included in this division are intended to serve as minimum standards. Recognized and established engineering practices and principles shall be followed in all engineering projects within NMSU boundaries. OFS Engineering shall determine the required parameters of any particular project or technical analysis and may require additional criteria should such be deemed to be in the best interest of the general public.

### II. Hydrology Storm Definitions

a. *Initial and major design storm.* For the purposes of this division, every urban area has two separate and distinct storm events. One is the initial or ordinary storm system corresponding to a 10% chance (10-year, 24-hour) storm in any given year. The other is the major, or extraordinary, storm which corresponds to a one percent chance (100-year, 24-hour) storm in any given year. Since the effects and routing of storm waters for the major 1% chance, 24-hour storm may not be the same as for the initial 10% chance, 24-hour storm, all storm run-off drainage plans submitted for review and approval shall indicate the effects of the initial and the major storm.

i. *Initial 10% chance, 24-hour storm system.* The 10% chance storm drainage system shall be so designed as to provide protection against regularly occurring damage, to reduce street maintenance costs, and to provide orderly campus drainage ways.

ii. *Major 1% chance, 24-hour storm system.* The major storm drainage system shall be so designed as not to cause property damage or loss of life from the runoff expected in a major storm event. The anticipated effects of the 1% chance storm on the 10% chance storm drainage system shall be clearly identified in the drainage report.

iii. *Historic Flow.* The historic flow shall be defined as the peak flow rate of storm water that enters, crosses and/or exits a proposed development in its pre-developed and undisturbed condition for both the initial (10% chance) and major (1% chance) storm events. It shall be the responsibility of the consulting Engineer to show that peak flow and volume from a proposed development or construction project does not adversely affect or impact any upstream or downstream property, up to and including the next major drainage facility, drain and/or regional ponding area as determined by OFS Engineering. The development must not increase the peak, volume or change the location of the historic flow unless specifically allowed by OFS Engineering.

- b. *Design storm frequencies.* The initial 10 year/10% chance and major 100 year/1% design storms shall apply to all land uses including but not limited to residential, general commercial, parks, roadways and, open channels.
- c. *Runoff computation.* Total storm runoff shall be computed in accordance with the criteria set forth in this division. Runoff computations for both the 10% chance and 1% chance storm shall be submitted with the proposed storm drainage plan. The most recent official Federal (ACOE, FEMA, FIS, USDA, USGS, etc...) data and references must be used when analyzing flow that crosses any site.
- d. *Major Arroyo Crossings* For purposes of this section, the term “major arroyo” shall mean any channel or waterway whose watershed exceeds 1.5 mi<sup>2</sup> and larger or a flow of 1000 cfs and larger in a 1% design storm whether such watershed is in its natural or unaltered state or has been altered by approved development, runoff diversions, or detention facilities.
  - i. Design Considerations:
    - a. The Consultant will be responsible for providing the engineering, design, flood mapping revisions and associated costs (if needed).
    - b. The consultant must coordinate the design elements with OFS Engineering to ensure cohesion with NMSU master plan and NPDES-MS4 permit requirements.

### III. **Runoff Analysis Method**

- a. *Applicability.* This section sets forth the minimum design, technical criteria and specifications for the analysis and design of drainage systems. All construction plans, developments, paving projects, or any other commercial or residential construction submitted for approval by NMSU shall include storm drainage analysis and appropriate system design before any phase of construction will be permitted. Such analysis and design shall meet the criteria outlined in this article and must be approved by OFS Engineering before construction will be permitted.
- b. *Development of less than three acres.* (0.00 to 2.99 Acres) Runoff analysis for developments of less than three acres can be based on general runoff coefficients for valley and/or mesa areas. The runoff coefficient is a value that is used to approximate the amount of runoff that a project will need to retain on site to maintain existing drainage characteristics. Drainage plans based on the Soil Conservation Service (SCS) method, in lieu of this simplified approach, will be acceptable. SCS submittals should include all supporting documentation, soils maps, CN tables, etc. Any site with a channelized flow crossing the site must use the SCS method. Developments within the 100 year flood plain must comply with Federal Emergency Management Agency (FEMA). Specific requirements shall be as follows
  - i. Identify area classification
    - a. Valley areas, land slope less than one percent.

b. Mesa areas, land slope greater than or equal to one percent.

ii. Runoff & Flow coefficients.

- a. Valley areas runoff, 2.8 inches.
- b. Mesa areas runoff, 2.0 inches.
- c. Flow coefficient, 1.6 cfs/acre-in.
- d.

$A * F_c * R_c = Q = \text{flow rate}$
Impervious Area(acre)*Flow Coefficient (CFS/acre-in)*Runoff Coefficient (in)= Peak Flow Rate(CFS)

iii. Calculate impervious area of land to be developed. Impervious area includes the building, sidewalks, asphalt paving, etc. (Places where water cannot penetrate into the ground, including some desert landscaping.) Calculate area in square feet.

iv. Find required storage volume by multiplying the impervious area (square feet) by the runoff coefficient (inches) and a conversion factor 1 foot /12 inches.

$A * C_R * CF = SV = \text{Storage Volume}$
Area(m <sup>2</sup> )*Runoff Coefficient (mm)*Conversion Factor (1m/1,000mm) = Required Storage Volume (FT <sup>3</sup> )

v. Indicate on the construction plans how the required storage volume will be controlled on site. Include details on the walls and berms that will control or direct runoff, asphalt and lots grade, and method of overflow of the storage area.

vi. Acceptable types of drainage structures are as follows

- a. *Open ponding.* Open retention ponds are recommended in areas that have good percolation of water into the soil. Open ponds offer the maximum amount of storage for a given land area. The minimum depth shall be 18 inches, and the pond shall be located a minimum of 10 feet from any structures.

*i. French drain.* French drains are acceptable in areas that have poor percolation rates, i.e., clay. A French drain shall be used only to provide increased percolation rates for runoff. French drains must have an open pond above rock level with a minimum clearance of 12 inches between grate and top of rocks.

*ii. Underground Storage.* Underground storage is recommended in areas with good percolation and limited space. Credit is given for the open volume only; no credit is given for rock voids. No credit will be given for “rock ponds”. Some acceptable products include, but are not limited to, perforated CMP, perforated HDPE, Rainstore©, infiltrator systems, etc. Designs must include a method to maintain the structures effectiveness.

*c. Development equal to or greater than three acres.* For development equal to or greater than three acres the following shall apply:

*i.* Runoff analysis for developments equal to or greater than 3.0 acres shall be based on the SCS method which is outlined in a publication entitled "Peak Rates of Discharge for Small Watersheds, Chapter 2 (revised 2/85 for New Mexico), Engineering Field Manual for Conservation Practices." This manual is specifically for the application of the NRCS procedure in New Mexico. NMSU requires the use of a modified S.C.S. Type II Storm with a minimum of 75% of rainfall occurring in a one-hour period. The following limitations apply to the NRCS method:

a. Minimum initial time, five (5) minutes. (Not  $T_c$ )

b. Time of concentration ( $T_c$ ) is equal to the sum of initial time and gutter/pipe flow time. However, engineers must calculate the time of concentration. Time of concentration used shall be calculated value or six minutes, whichever is greater. All calculations must be included in the drainage report.

c. Overland flow portions of time of concentration are to be calculated for a maximum reach length of 500 feet.

d. Curve Numbers (CN's) shall be from USDA SCS, TR 55, 1986 or newer tables. CN's for residential or commercial/industrial uses shall be calculated using actual hydrologic conditions. CN's must be rounded to the nearest whole number.

*ii. Specific requirements.* The following criteria shall be utilized in the analysis of the drainage system:

a. Runoff analysis shall be based upon the proposed land use, and shall take into consideration all contributing runoff from areas outside of the study area. The analysis of storm runoff from undeveloped and existing developed areas lying outside of the study area shall be based upon present land use and topographic features.

- b. The probable future flow pattern in undeveloped areas shall be based on existing natural topographic features (existing slopes, drainage ways, etc.).
- c. Average land slope in both developed and undeveloped areas may be used in computing runoff. However, drainage patterns and slopes that have already been established shall be used in areas where available.
- d. Flows and velocities which may occur at a design point when the upstream area has been fully developed shall be considered. Drainage ways, including the 10% chance and 1% chance systems shall be designed such that the increased flows and velocities, due to development, meet the guidelines for the 10% chance and 1% chance design storms.
- e. Streets can be used as drainage ways for the 10% chance storm runoff. The primary use of streets shall be for the conveyance of traffic.
- f. On-site retention or detention is required for all sites. Detention Ponds must detain the 1% chance rainfall allowing the predeveloped flow or less to flow off the development. An approved routing system must be used to route the hydrograph through the detention pond(s). Detention pond storage volumes shall be calculated for the ten (10% chance) and 100-year (1% chance) storms by flood routing using a hydrographic method (HEC-1, HEC-HMS, SCS Hydro, TRSS, or generally recognized method) or by the FAA method. The changing of a natural drainage way location will not be approved unless such change is shown to be without unreasonable hazard and liability, substantiated by thorough analysis and investigation of all affected down stream facilities. This includes impacts to buildings, public and private infrastructure, habitats and, open space. The use of detention facilities may not be acceptable where outfall is into another storage facility. When the peak flow and total volume into the storage facilities is greater than the pre-development peak flow and total volume, a detailed hydrologic analysis of both facilities must be provided to OFS Engineering for review. These facilities may be sensitive to increased volumes of runoff as opposed to increase rates of flow. Such facilities require approval of OFS Engineering.
- g. The planning and design of drainage systems shall be such that problems are not transferred from one location to another. Outfall points shall be designed in such a manner that will not cause increased flooding and/or erosion downstream. Irrigation canals

shall not be used as outfall points unless such is shown to be without hazard substantiated by thorough hydrologic and hydraulic analysis. Approval for use of irrigation canals for drainage shall be obtained in writing from the controlling agency and shall be submitted to the city as part of the drainage study.

- h. Dedicated drainage easements or rights-of-way are required for drainage ways, and these shall be designated on all drainage drawings. Drainage rights-of-way shall have a minimum clear bottom width of 10 feet of clear unobstructed space with a design that facilitates cleaning using available equipment.
- i. Approval will not be made for any construction which will encroach on any drainage easement or impair surface or subsurface drainage.

#### **IV. Specific Analysis Requirements**

- a. *Requirements for storm drainage reports and construction plans.* All drainage reports shall be prepared by a professional engineer, registered in the State of New Mexico, and shall comply with the minimum requirements and specifications set forth in this section. Review schedules will be as outlined in the NMSU Design Guidelines. However, reports involving large developments and complex structures will require more review time. The engineer should be aware that whenever unusual or serious drainage problems are anticipated in conjunction with a proposed development, additional analysis and information beyond the minimum requirements outlined in this section may be required. The following specifications and criteria shall be used:

- i. *Master drainage study:*

- a. The purpose of the master drainage study is to identify major drainage ways, ponding areas, locations of culverts, bridges, open channels and drainage basins which are contributory to the proposed study area. In addition, the ability of downstream drainage facilities to pass the developed runoff from the proposed development must be analyzed in the master drainage study. The master drainage study shall contain a general outline of the proposed drainage routing plans for the development. The report shall include but not be limited to the following information and calculations:
    - i. Calculations for peak flow from all upstream off-site tributary areas.
    - ii. Calculations for peak flow within the proposed development for all drainage basins larger than 5 acres.
    - iii. Preliminary analysis of the one percent (1%) and ten percent (10%) chance storm floodplain and major drainage ways.

- iv. Closed subbasin analysis including identification of water into or out of subbasin.
  - v. Discussion and analysis of downstream drainage facilities.
  - vi. Discussion of drainage problems and solutions which are anticipated within the proposed development.
  - vii. The report shall be printed and bound on 8 ½ by 11-inch paper.
  - viii. All drainage studies/reports must include a table of pertinent values in the body of the report. The values shall include, at a minimum, flow depth for all flow paths, peak velocity,  $T_c$ , freeboard for channels (not including streets), flow (Q), CN numbers, and volumes of runoff for basins. Drainage studies shall include maps showing both flow and volume into and out of basin(s) and proposed development.
  - ix. Flows may need to be routed to a historic point of convergence for both the pre and post condition.
- a. Drawings for the master drainage study shall include, but not be limited to, the following:
- i. Any and all floodplains and floodways must be identified. A copy of the applicable FEMA floodplain map is required indicating limits of current study.
  - ii. Existing topography, one (1) foot contour interval minimum.
  - iii. Location and size of existing and proposed open channels, storm drains, detention/retention areas, SCS soils map, and all other drainage structures.
  - iv. Identification of all drainage basins in the development.
  - v. Location of all streets larger than residential classification.
  - vi. Identification of all drainage basins tributary to the proposed development.
  - vii. Basin maps may be scaled as small as 1"=400' (1:4800). Orthophoto maps at a scale of one inch equals 200 feet are preferred. Basin maps shall have each basin name, Area (acres), 10% & 1% peak flows (CFS) into and out of the basin (shown at the location of concentration) and, clearly indicated flow paths. Maps of a scale 1"=2000' may be used for undeveloped, offsite basins greater than 1 square mile.

## **DRAINAGE CHANNEL & STRUCTURES INVENTORY**

Please refer to Exhibit 2 Drainage System Map in the NMSU SWMP.

College Avenue Drainage Channel : runs from Knox Street to El Paseo Road

- 18" PVC drain pipe along south side of College
- 4 drop inlets at Knox /College Intersection
- 2 Drop inlets along south side of College Avenue
- 1 Drop inlet at west terminus (City of Las Cruces structure)
- Retention Pond on south west corner of Knox/College intersection

Stewart Street Drainage Channel: runs from Payne Street to El Paseo Road

Channel is major thoroughfare through campus. Flow contained in street by standard Curb & gutter along both sides. Channel collects drainage laterally from intersecting streets.

College Arroyo: runs from University Avenue to Tortugas Arroyo

- Enters NMSU property through 2 – 48" diameter concrete pipe culverts (NMDOT structures)
- Retention pond w/ overflow structure at Stewart St.
- 2 – 42" diameter concrete pipe culverts under Stewart Street
- 4 – 2' x 4' concrete box culverts w/ drop inlets on south curb& gutter of Stewart Street
- Swaled channel from Stewart St. to Tortugas Arroyo

Tortugas Arroyo: Channel flow from I-025 to I-010

- Enters NMSU property through 4 - 8' x 10' concrete box culverts (NMDOT structures)
- Exits NMSU property through bridge structure (NMDOT structures)
- 4 – 36" diameter corrugated metal culverts under Wells Street
- 10 – **54" diameter concrete pipe culverts under Arrowhead Drive**

Mission Bell Arroyo: Channel flow from I-025 to EBID Dam Tortugas #2

- Enters NMSU property through 2 - 4' x 4' concrete box culverts (NMDOT structures)
- 5 – 54" diameter corrugated metal culverts under Arrowhead Drive**
- EBID earthen dam w/ earthen spillway into Tortugas Arroyo

Cholla Arroyo: Channel flow from I-025 to I-010

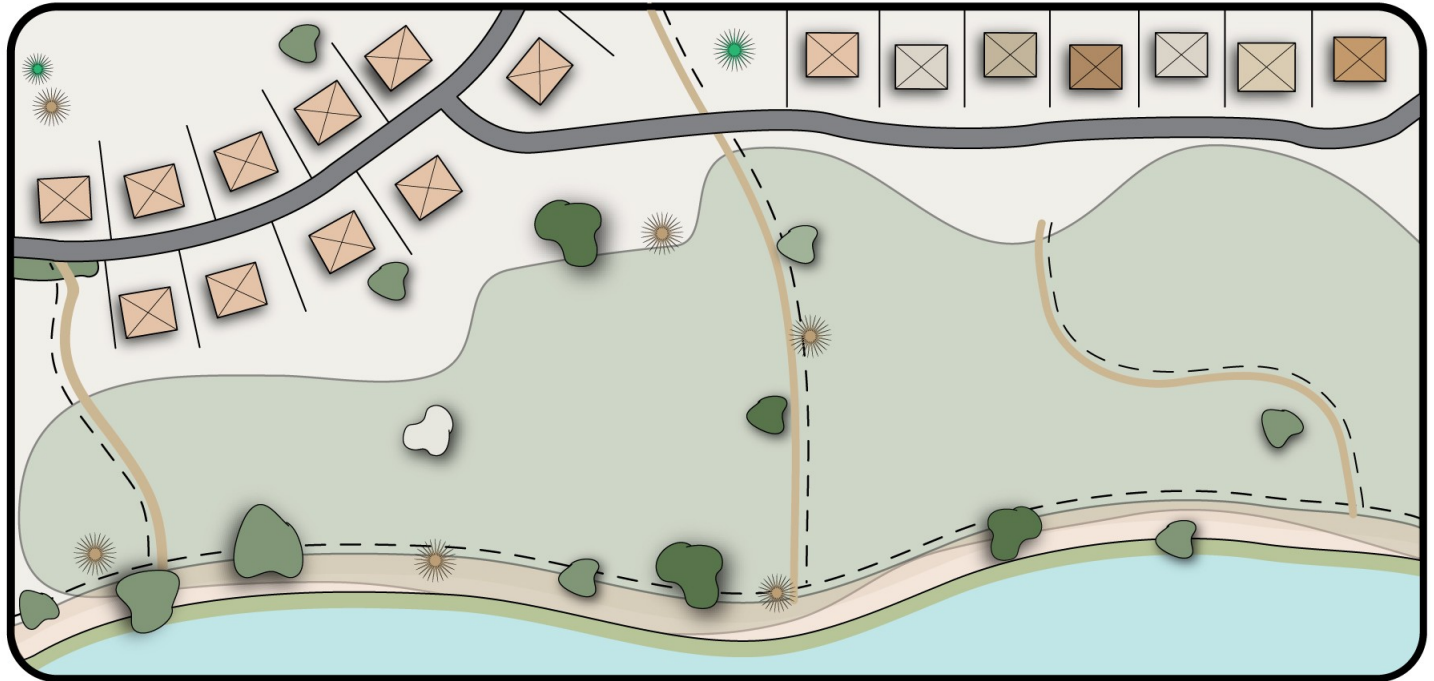
- Enters NMSU property through 2- 2.5' x 5' concrete box culverts (NMDOT structures)
- 2– 36" diameter corrugated metal culverts under Triviz Drive (NMDOT structures)
- Exits NMSU property through 20 – 24" diameter concrete pipe culverts (NMDOT structures)

Unnamed Arroyo: Channel flow from I-025 to I-010

- Enters NMSU property through 2 – 4' x 4' concrete box culverts (NMDOT structures)
- Exits NMSU property through 4- 24" diameter concrete pipe culverts (NMDOT structures)

**Unnamed Arroyo: Channel flow from Aldershot to EBID Dam Tortugas #2  
2 – 48" diameter corrugated metal culverts under Arrowhead Drive**

**Unnamed Arroyo: Channel flow Pan American Highway to Tortugas Arroyo  
1 – 36" diameter corrugated metal culvert under Arrowhead Drive**



# Green Infrastructure in the Southwest: Challenges and Opportunities

## Conference Summary Report

August 26, 2010  
Las Cruces, New Mexico

City of Las Cruces



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# **APPENDIX F**

## **Pollution Prevention/Good Housekeeping for Municipal Operations Documents**

BMP6-3 Selected Pages from Integrated Pest Management  
Program

New Mexico State University



Office of Facilities and Services



# Integrated Pest Management

2009: The Year of SUSTAINABILITY at NMSU



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woywood/Projects/IPM-Manual/toc

# PESTICIDE PROGRAM AT NEW MEXICO STATE UNIVERSITY

## Introduction

In an effort to comply with Occupational Safety and Health Administration (OSHA) Hazard Communication Standards and New Mexico State University (NMSU) Environmental Health and Safety Office Pesticide Policy, members of the NMSU Office of Facilities and Services (OFS) Landscape Management and Restoration Department developed this manual to inform faculty, staff, and students of the department's intention to meet the following standards.

Minimize interior application of chemicals by strategically managing exterior areas or by applying integrated pest management (IPM) practices.

Indoor chemical spraying must not expose faculty, staff, or students to hazardous vapors. Large area applications should be conducted after hours when buildings are not occupied, or personnel should leave the area during very limited (spot) applications.

Building occupants have the right to be informed of pesticide use in their work area per the OSHA Hazard Communication Standard.

- Material Safety Data Sheets (MSDS) for each pesticide used are readily available at the Landscape Management and Restoration Department. See section IV for a description of MSDS.

- Schedules for pesticide application also are available through the Landscape Management and Restoration Department, or appointments will be made (usually through the building monitor).

- Employees are informed of application and should leave the affected area during spray applications.

Only food-safe pesticides will be used inside buildings.

Residues will not be left on working surfaces.

Only licensed applicators will perform treatment.

## General policy statement

It is the policy of the Landscape Management and Restoration Department to achieve long-term, environmentally sound pest suppression through the use of a wide variety of technological advances and management practices. Pests will be managed in order to reduce any potential human health hazard, to protect against a significant threat to public safety, to prevent loss of or damage to university property, or to enhance the quality of life for students, staff, faculty, and visitors.

This policy statement will provide the OFS managers with an effective way to respond to a questioning public and improve the facility's internal decision making process. The policy is founded on the principles of IPM to assure the safest and most reliable pest control possible. It also will provide procedural guidelines for in-house operations or to create specifications for contract pest control. The policy will educate applicators, administrators, and others about when and why pesticides are used and when alternative methods can be used. If concerns arise regarding the control method applied or its efficacy, the policy will help provide the facility manager with guidelines to handle the issue and help document that the Landscape Management and Restoration Department has acted responsibly.

With this manual, staff, students, faculty, and the public will be educated about potential university pest problems and the IPM policies and procedures to be used to achieve the desired pest management objectives. Records of pesticide use, as required by the New Mexico Department of Agriculture, shall be maintained at the Landscape Management and Restoration Department. In addition, pest monitoring data sheets or other indicators of pest populations are to be maintained to verify the need for treatments. Pesticide purchases will be limited to the amount anticipated for use during the year. Pesticide storage and disposal shall occur in an appropriate, secure site not accessible to students or unauthorized personnel. Pesticide applicators must be trained and state-certified in the principles and practices of IPM and must follow label regulations and precautions.

Control techniques in an IPM program extend beyond the application of pesticides to include structural and procedural modifications, which will reduce the food, water, harborage, and access used by pests. **IPM procedures will determine when to control pests and whether or not to use physical, cultural, biological, or chemical means. Strategies for managing pest populations will be influenced by the pest species and whether or not that species poses a significant threat to people, property, or the environment. Non-chemical methods will be implemented whenever possible. The** choice of using a chemical pesticide will be based on a review of all available options; cost or staffing considerations alone will not be adequate justification for the use of chemical control agents. The full range of alternatives, including no action, will be considered. When it is determined that a pesticide must be used, the least hazardous material will be chosen for application.

This pest control program is applicable to the NMSU main campus and president's residence in Las Cruces, NM. Grounds maintenance and pest control at these locations are the responsibility of the OFS Landscape Management and Restoration Department.

# **APPENDIX G**

## **Public Notice of Annual Report**

Legal Notices 152

Legal Notices 152

Road NE, Albuquerque, NM for all of the above solicitations. For bidders who cannot attend, but would like to participate in the Pre-Proposal Conference by phone, contact CES, Procurement office by phone at (505) 344-5470 or e-mail at bids@nmedu.org to register and receive the conference call information.

All proposals must be submitted in a separate sealed envelope marked "SEALED PROPOSAL RFP 2012-001 A, B, or C" on the front of the envelope. A list of qualifications and specifications, instructions to bidders and bid forms can be obtained upon request by fax (505-344-9343), mail, e-mail (bids@nmedu.org) or by telephone (505-344-5470) from 8:30 a.m. to 4:30 p.m., Monday-Friday, except holidays.

Cooperative Educational Services reserves the express right to accept or reject any or all bids.

/s/ David Chavez, Executive Director

Publication # 45613  
Publication Dates:  
Aug 28, Sept 4, 2011.

New Mexico State University

Public Notice  
Storm Water Permit  
Annual Report

New Mexico State University has prepared a Draft Annual Report of its Storm Water Management Program (SWMP). The report describes New Mexico State University's progress toward achieving the goals of the SWMP from July 1, 2010 to June 30, 2011. The report is due to the Environmental Protection Agency (EPA) by October 1, 2011. The SWMP and annual report are required by NPDES General Permit Number NMR040000 for Discharges from Small Municipal Separate Storm Sewer Systems.

Students, faculty and staff of New Mexico State University are encouraged to review the Draft Annual Report and comment on it. Copies are available for review at the following locations:

-New Mexico State University, Office of Facilities and Service, 1530 Wells Street, Las Cruces, NM

-Online at [www ofs.nmsu.edu](http://www ofs.nmsu.edu)

Comments may be made in writing to Dr. Dale Harrell, Lead Engineer, Office of Facilities and Services, at PO Box 30001, MSC 3545, Las Cruces, NM 88003 or submitted via e-mail to ask-ofs@nmsu.edu. Comments are due within 30 days of the date this notice is published.

For additional information, contact the New Mexico State University Office of Facilities and Services at 575-646-2101.

Publication # 45612  
Publication Date:  
Aug 28, 2011.

Legal Notices 152

Presenter: Alice King  
Phone: 505-425-9365

Roswell  
September 15  
9:00 AM  
Roswell DVR Office  
Conference Room  
1014 S. Atkinson  
Roswell, NM  
Presenter: Terri Douglas  
Phone: 575-624-6024

Las Cruces  
September 16  
9:00 AM  
Las Cruces DVR Office  
Conference Room  
3381 Del Rey Blvd.  
Las Cruces, NM  
Presenters: Shirley Gonzales & Larry Melendez  
Phone: 575-524-6135

Belen  
September 16  
9:00 AM  
Belen DVR Office  
911 W. Castillo  
Belen, NM  
Presenter: Luanne Templeton  
Phone: 505-864-1617

Albuquerque  
September 15  
9:00 AM  
Southwest Indian Polytechnic Institute  
Science and Technology Bldg.  
Auditorium  
9169 Coors NW  
Albuquerque, NM  
Presenters: Lee Martinez, Reyes Gonzalez, Debbie Hambel  
505-836-1774

All are welcome to attend and provide comments on the proposed changes. Individuals or organizational representatives may speak and/or submit written comment at the public hearings regarding proposed changes to the State Plans. Proposed changes to the NMDVR Manual of Operating Procedures are available on the DVR website at [www.dvrgetsjobs.com](http://www.dvrgetsjobs.com) under HOT TOPICS. There you will find the proposed revisions to the academic training, self-employment, vehicle modifications, transportation, and participation financial contribution sections of the Manual of Operating Procedures.

The public is also encouraged to make comment regarding the proposed changes at any time. These comments will be considered in finalizing the revisions to the Manual of Operating Procedures. All written comments can be submitted by regular post, fax, or e-mail to: Rich Smith, PIO, Division of Vocational Rehabilitation, Office of the Director, 435 St. Michael's Drive, Building D, Santa Fe, New Mexico 87505  
505-954-8571  
Fax: 505-954-8562  
e-mail: [Richard.Smith@state.nm.us](mailto:Richard.Smith@state.nm.us)

The deadline for submission of written comments is September 30, 2011.

Request for Accommodations: If you need a sign language interpreter, a reader, amplifier, or any other form of auxiliary aid or service to participate in the public hearing, please contact the presenter listed one week prior

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October 4, 2011. Bids submitted after the due date/time will not be accepted.

Publication #43994  
Publication Dates:  
Aug 28 & Sept 4, 2011

STATE OF NEW MEXICO COUNTY OF DONA ANA THIRD JUDICIAL DISTRICT COURT

FEDERAL NATIONAL MORTGAGE ASSOCIATION,

Plaintiff,

vs.

JULIUS GONZALES, et. al., CV-2011-00671

Defendants.  
NOTICE OF SALE ON FORECLOSURE

PLEASE TAKE NOTICE that the above-entitled Court, having appointed me as Special Master in this matter with the power to sell, has ordered me to sell the real property (the "Property") situated in Dona Ana County, New Mexico, commonly known as 2869 Ancho Avenue, Las Cruces, NM 88007 and more particularly described as follows:  
LOT 4, BLOCK D, LEGENDS WEST SUBDIVISION PHASE 1, IN THE COUNTY OF DONA ANA, STATE OF NEW MEXICO, AS SHOWN AND DESIGNATED ON THE PLAT THEREOF, FILED IN THE OFFICE OF THE COUNTY CLERK OF SAID COUNTY AS PLAT NO. 4090 ON 01/11/2005 IN BOOK 21 PAGE(S) 105-06 OF PLAT RECORDS.

The sale is to begin at 10:10 a.m. on September 13, 2011, in front of the main door of the Third Judicial Complex, 201 W. Picacho City of Las Cruces, County of Dona Ana, State of New Mexico, at which time I will sell to the highest and best bidder for cash, in lawful currency of the United States of America, the Property to pay expenses of sale and to satisfy the Judgment granted Federal National Mortgage Association. Federal National Mortgage Association was awarded a Judgment on July 20, 2011, in the principal sum of \$136,300.00, plus outstanding interest through June 30, 2011, in the amount of \$36,611.95 and accruing daily thereafter at a rate of \$29.41 per day, plus escrow overdraft balance in the amount of \$8,582.17, plus property inspection fees in the amount of \$367.50, plus property preservation fees in the amount of \$1,489.33, plus misc. unpaid charges in the amount of \$2,231.76, plus attorney's fees in the sum of \$900.00 and costs through June 30, 2011, in the sum of \$451.15, with interest on the escrow advances, property inspection fees, property preservation fees, misc. unpaid charges, and attorney's fees and costs of this suit at the rate of 7.875% per annum from date of the entry of the Judica-

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Current variable rate of 8.0000% which accrues at the rate of \$17.00 per diem, commencing on July 16, 2011, with the Court reserving entry of final judgment against said Defendants Richard P. Murrillo and Emma B. Salinas for the amount due after foreclosure sale, for costs and attorney's fees, plus interest as may be assessed by the Court. The Plaintiff has the right to bid at such sale all of its judgment amount and submit its bid verbally or in writing. The Plaintiff may apply all or any part of its judgment to the purchase price in lieu of cash. The sale may be postponed and rescheduled at the discretion of the Special Master.

The Court's decree, having duly appointed its Special Master to advertise and immediately offer for sale the subject real estate and to apply the proceeds of sale, first to the costs of sale and the Special Master's fees, then to pay the above-described judgment, interest, and costs of sale, and to pay unto the registry of the Court any balance remaining to satisfy future adjudication of priority mortgage holders. NOW, THEREFORE, notice is hereby given that in the event that said property is not redeemed, the undersigned will as set forth above, offer for sale and sell to the highest bidder for cash or equivalent, the lands and improvements described above for the purpose of satisfying, in the adjudged order of priorities, the judgment described herein and decree of foreclosure together with any additional costs and attorney's fees, costs of advertisement and publication, a reasonable receiver and Special Master's fee to be fixed by the Court. The total amount of the judgment due is \$77,566.78, plus interest to and including date of sale of \$782.00 for a total judgment plus interest of \$78,348.78. Sale is subject to the entry of an order of the Court approving the terms and conditions of this sale.

EDWARD LITTLE, Special Master  
1509 37th St SE  
Rio Rancho NM 87124  
Telephone: (505) 401-8068  
e-mail: [sale@littledrantedel.com](mailto:sale@littledrantedel.com)  
Publication # 44072  
Publication Dates:  
Aug 7, 14, 21, 28, 2011.

STATE OF NEW MEXICO COUNTY OF DONA ANA THIRD JUDICIAL DISTRICT COURT

BOKF, N.A., d/b/a BANK OF OKLAHOMA, N.A.,  
Plaintiff,  
vs.  
CV-2011-01110  
ROBERT D. GIRON and BLANCA GIRON,