Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control
ANNUAL FACILITY INSPECTION REPORT
for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.

Report Period: From March, 2013 To March, 2014

Permit No. ILR40 00546

MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: City of Danville Mailing Address 1: 17 W. Main Street

Mailing Address 2: 1155 E. Voorhees Street, Suite A County: Vermilion

City: Danville State: IL Zip: 61832 Telephone: 217-431-2382

Contact Person: Eric Childers Email Address: echilders@cityofdanville.org
(Person responsible for Annual Report)

Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

City of Danville

THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

1. Public Education and Outreach ☐
2. Public Participation/Involvement ☐
3. Illicit Discharge Detection & Elimination ☐
4. Construction Site Runoff Control ☐
5. Post-Construction Runoff Control ☐
6. Pollution Prevention/Good Housekeeping ☐

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle (including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

Owner Signature: Date: 5/30/14

Printed Name: Eric N. Childers Title: Engineer III

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed $50,000 for the violation and an additional civil penalty of not to exceed $10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

City of Danville
Department of Engineering & Urban Services
1155 E. Voorhees Street, Suite A
Danville, IL 61832
Phone: 217.431.2382
Fax: 217.431.3444

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
ANNUAL FACILITY INSPECTION REPORT
NPDES PERMIT FOR STORM WATER DISCHARGES FROM
MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)

City of Danville, Illinois
NPDES PERMIT NO. ILR400546

DATE: May 30, 2014

REPORTING PERIOD: April 1, 2013 to March 31, 2014

MS4 OPERATOR INFORMATION:

City of Danville
1155 E. Voorhees Street, Suite A
Danville, Illinois 61832
(217) 431-2382

INTRODUCTION:

This report details the efforts the City of Danville has undertaken for Year 5 of the current Notice of Intent (NOI) permit cycle to comply with Phase II of the NPDES Stormwater Program. The report describes the status of the best management practice (BMP) activities as listed on the current NOI and summarizes the activities proposed during the next permit year.

A. CHANGES TO BEST MANAGEMENT PRACTICES (BMPs)

The City was issued a permit on February 20, 2009 which expired on March 31, 2014. This annual report serves as an evaluation of Year 5 activities for this permit cycle. The City renewed its NOI MS4 permit coverage for the next permit cycle in September 2013 in accordance with the requirements of the IEPA.

B. STATUS OF COMPLIANCE

The City of Danville has outlined Best Management Practices within the Notice of Intent implemented in the MS4 area. The uses of six minimum control measures are:

1. Public Education and Outreach
2. Public Participation and Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Runoff Control
5. Post-Construction Runoff Control
6. Pollution Prevention and Good Housekeeping

"Attachment A – 2013 NPDES Compliance Report" summarizes the BMP activities that were implemented for Year 5. A status designation of "Completed" indicates that the activity fully meets the milestone proposed in the Notice of Intent. A status designation of "In Progress" indicates that the majority of the activity has been completed, but still has some incomplete parts. A status of "Not Started" indicates that the activity was incomplete at the end of the milestone year.

"Attachment B – Notice of Intent Proposed Measureable Goals and Milestones" includes a list of milestones established for the next permit year (Year 1). The activities listed in the Year 1 milestone are to be implemented between April 1, 2014 and March 31, 2015.

C. RESULTS OF INFORMATION COLLECTED AND ANALYZED

No monitoring data was collected and analyzed during the reporting period.

D. FUTURE STORM WATER ACTIVITIES

1) Bowman Avenue Roadway Improvement Project - This project will rehabilitate 4210 lineal feet of pavement with new curb and gutter with storm sewers and provide a shared use path from Winter Avenue to Crestview. The project will be undertaken during the summer/fall 2014 construction season.

2) Maple, Pries & May Streets Roadway Improvement Project – This project will rehabilitate 3190 lineal feet of pavement with sidewalks and modifying drainage. This project will be undertaken during the summer/fall 2014 construction season.

3) Logan Avenue Sidewalk Ramp Project – This project will install new sidewalk ramps and curbing with storm inlet adjustments as applicable. The construction will take place summer/fall 2014.

E. RELIANCE ON ANOTHER GOVERNMENT ENTITY

The City of Danville is not relying on another government entity to satisfy permit obligations.

F. CONSTRUCTION PROJECT LIST YEAR 5:

The following construction projects were undertaken by the City of Danville between March 2013 and March 2014:

(1) Fairchild Street Overpass Project
(2) Lincoln Park Historic District Shared Use Path
(3) 2013 Sewers, miscellaneous storm/sanitary sewer replacements
(4) 2013 Infrastructure Improvements (Overlay, Sealcoat, Micro-surface at various street locations)
(5) Danville High School Campus Improvements Phase 1

If you have any questions about this report, please contact me at (217) 431-2259 or email me at echilders@cityofdanville.org .

Sincerely,

Eric N. Childers
Engineer III
City of Danville

ATTACHMENT A - 2013 NPDES COMPLIANCE REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION YEAR 5 ACTIVITIES
A.1	COMPLETED	Public Education and Outreach	Distributed Paper Material	Distribute stormwater runoff awareness brochure and make available on City website.	Distribute the material at local agencies and public buildings.	Evaluate existing outreach methods. Continue outreach material distribution.	The brochures were made available at City Hall and at the Danville Public Library. Downloadable brochure is made available on City's Sustainability website section.
A.2	COMPLETED	Public Education and Outreach	Speaking Engagement	Perform public speaking engagements upon request to discuss stormwater runoff and pollution causes.	Be available for public speaking engagements upon request to discuss stormwater runoff and pollution causes.	Be available for speaking engagements about storm water pollution and management upon request of citizens or public organizations.	The City Engineering staff continues to incorporated stormwater best management practices into discussion during public meetings and project planning.
A.6	COMPLETED	Public Education and Outreach	Other Public Education	Create a portion of the City's website for storm water education.	Have portion of city website dedicated to storm water education.	Update and improve website.	The Sustainability section of the website includes past and recent projects, ways to help in installing BMPs, and available Sustainable publications.
B.2	COMPLETED	Public Participation/Involvement	Educational Volunteer	Staff available for presentations on stormwater pollution.	Have several request for presentations on stormwater pollution.	Have a staff person available to speak to groups about stormwater pollution.	A staff engineer presented to a Danville High School class the DHS Campus Improvements Phase 1 Project and explained and exposed students to the project's Best Management Practices. Staff assisted a biology class in obtaining and monitoring stormwater runoff from this project. The NPDES program coordinator and engineering staff have been available to take questions or comments at public meetings.
B.5	COMPLETED	Public Participation/Involvement	Volunteer Monitoring	Create Public awareness and involvement with illegal discharge, dumping and soil erosion.	Increase public awareness, involvement, and concern about illegal discharges, dumping, and soil erosion.	Continue to use and refine volunteer monitoring program	The City's website has a reporting system along with contact information for reporting erosion control, sediment, and illicit discharges to the Program Manager. The City is a charter member of Keep Vermilion County Beautiful along with 89 members throughout the county. The City hosted a day for volunteers to help clean up the community and beautify parks and downtown areas.
B.7	IN PROGRESS	Public Participation/Involvement	Other Public Involvement	Prepare an informational section on the City's website about storm inlet stenciling and roadside/stream side cleanup for the public. Document storm inlets that are stenciled and host storm sewer stenciling events.	Document/host storm sewer inlets stenciling event.	Provide materials and monitor stenciling and cleanup programs.	The Public Works Department has during current City street projects that repair, replace or are new structures require inlet castings when available with castings having the logo "Dump No Waste - Drains to River" . During the current year no inlets were stenciled. To date there has been 203 stenciled inlets added to the city's GIS data system.
C.1	IN PROGRESS	Illicit Discharge Detection & Elimination	Storm Sewer Map Preparation	Establish criteria/data that needs to be collected in mapping process. Televise sewers.	Refine maps by updating electronic mapping system with storm and sanitary sewer components. Track length and locations of sewers televised annually.	Gather and update electronic information. Continue sewer televising.	Staff members continue to gather GPS coordinates and structure information of storm and sanitary structures within the City. The information has been added to current GIS maps. City sewer staff continues televising sewers and document cross connections to engineering staff.

ATTACHMENT A - 2013 NPDES COMPLIANCE REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION YEAR 5 ACTIVITIES
C.2	COMPLETED	Illicit Discharge Detection & Elimination	Regulatory Control Program	Illicit discharges of substances on streets, sidewalks and other places.	Enforce ordinance 93.04 & 93.05. Remove illicit discharges by providing a Regulatory Compliance Officer to inspect and monitor reported violations.	Respond to illicit dicharge reports and enforce.	The Regulatory Compliance Officer responded to one violation by a contractor having materials within City right-of-way and one SSO of less than 1000 gals. Violation notices were issued and resolved.
C.3	COMPLETED	Illicit Discharge Detection & Elimination	Detection/Elimination Prioritization Plan	Evaluate sewer mapping and televising work for cross connections and broken sanitary sewer lines.	Prioritize areas for inspection	Evaluate sewer mapping and televising work for cross connections and broken sanitary sewer lines.	The Street and Sewer Department had investigated three cross connections for detection and evaluation. The department continues to televise and perform testing through normal maintenance and documentation of sewer lines.
C.4	COMPLETED	Illicit Discharge Detection & Elimination	Illicit Discharge Tracing Procedures	Conduct (visual and/or laboratory) tests of discharges identified during observed or reported events.	Visual and/or laboratory testing of discharges upstream of outfall point.	Conduct (visual and/or laboratory) tests of discharges identified during observed or reported events.	Visual testing was conducted during all suspected illicit discharges to determine the extent and reported to the Regulatory Compliance Officer.
C.5	IN PROGRESS	Illicit Discharge Detection & Elimination	Illicit Source Removal Procedures	Develop plan of action for elimination of illicit discharges upon their discovery. Notify parties responsible for illicit discharges and require discharge removal.	Notification of parties responsible for illicit discharges and documentation of the removal of these discharges.	Continue to use notification and removal procedure.	City sewer crews and the engineering department worked with the City plumbing inspector to ensure issues had been addressed. A standard of practice plan of procedures for remediating of illicit discharge continues to be developed.
C.7	COMPLETED	Illicit Discharge Detection & Elimination	Visual Dry Weather Screening	Develop method of recording data from dry weather outfall screening. Inspect outfalls during dry weather, record findings.	Document inspection of outfalls including type of outfall and any signs of illicit discharges.	Inspect outfalls during dry weather. Record and evaluate observation data. Begin detection/elimination program on any areas of concern.	Outfall inspections are part of the mapping process and are performed in addition to mapping updates. To date there have been 363 outfalls documented and mapped.
D.1	IN PROGRESS	Construction Site Runoff Control	Regulatory Control Program	Develop a new erosion and sediment control ordinance for all construction projects.	Adoption of a new erosion and sediment control ordinance.	Begin developing draft ordinance to be reviewed by all City departments.	The development of a draft Erosion Control ordinance has been written. City staff has been reviewing prior to adoption.
D.2	IN PROGRESS	Construction Site Runoff Control	Erosion and Sediment Control BMPs	Develop erosion control guidelines/ordinance for projects within the city.	Require construction site responsible party to implement erosion and sediment control BMPs	Develop erosion control guidelines and inspect construction sites as part of the building inspection process.	Erosion control practices were commented on and enforced as part of all construction plan permit and review processes. IDOT SWPPP checklist guidelines are being used as a guide to check sites after rainfall events. Site and Building Plan checklists have been developed for staff review.
D.4	IN PROGRESS	Construction Site Runoff Control	Site Plan Review Procedures	Develop site plan guidelines with regards to erosion/sediment control.	Insure conformance with ordinance regulating erosion control BMPs.	Utilize site plan procedure. Modify as needed.	Site plan reviews are incorporated as part of the building permit process and are reviewed to adhere to the current storm water management ordinance.
D.5	COMPLETED	Construction Site Runoff Control	Public Information Handling Procedures	Develop online system for public to report erosion/sediment problems.	Quickly respond to all information reported by the public about erosion/sediment control problems.	Perform site inspection upon request.	Engineering staff and the Regulatory Compliance Officer have fielded reports of erosion control issues and resolved any report in an expedient manner.
D.6	IN PROGRESS	Construction Site Runoff Control	Site Inspection/Enforcement Procedures	Develop ordinance and inspection program pertaining to construction sites.	Perform site inspections. Document deficiencies noted during inspections.	Perform site inspection as part of the building inspection process.	The Regulatory Compliance Officer responded to calls from the public and City staff as they were reported.

ATTACHMENT A - 2013 NPDES COMPLIANCE REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION YEAR 5 ACTIVITIES
E.2	IN PROGRESS	Post-Construction Runoff Control	Regulatory Control Program	Develop inspection checklist that will serve as a guide for final approval of the site to ensure erosion control problems are found and corrected.	Formal checklist to be used to finalize all site construction projects prior to final approval	Develop inspection checklist that will serve as a guide for final approval of the site to ensure erosion control problems are found and corrected.	Formal draft Site plan and Building plan checklists have been developed for staff review and approval. Checklist once approved should be incorporated into new/existing building and development projects
E.4	IN PROGRESS	Post-Construction Runoff Control	Pre-Construction Review of BMP Designs	Develop guidelines for site plan review of erosion/sediment control BMPs	As part of permitting procedure, ensure conformance with ordinances regulating erosion and sediment control BMPs.	Utilize site plan review procedure and guidelines.	Plans as submitted have been reviewed to ensure minimal erosion control measures are being met. Larger construction project require an erosion control plan and SWPPP to meet NOI requirements.
E.5	COMPLETED	Post-Construction Runoff Control	Site Inspections During Construction	Review ordinance and modify as needed. Develop inspection program.	Perform site inspections. Document deficiencies noted during inspections.	Perform site inspections as part of the building inspection process.	Site inspection of projects were performed and any deficiencies were corrected.
E.6	COMPLETED	Post-Construction Runoff Control	Post-Construction Inspections	Inspect permitted construction sites. Respond to public reports.	Inspect each permitted constructed site during final inspection for conformance with the project specific BMPs as pat of the building inspection process. Perform site inspections when issues are reported by the public.	Inspect permitted construction sites. Respond to public reports.	All permitted sites were visited by staff to ensure proper conformance to site plans and proper BMP installations.
F.1	IN PROGRESS	Pollution Prevention/Good Housekeeping	Employee Training Program	Develop new employee training material for all Public Works employees and update new employees as they are hired.	Train every new Public Works employee about storm water quality issues. Provide brief training updates to all employees on an annual basis.	Continue new employee storm water training. Provide storm water update to existing employees.	Training material has been made available for divisional annual training.
F.2	COMPLETED	Pollution Prevention/Good Housekeeping	Inspection and Maintenance Program	Document City's annual storm water maintenance program.	Provide routine maintenance to all public storm water infrastructure and BMPs as needed. Document maintenance activities.	Document City's annual storm water maintenance program.	The Street and Sewer Department cleaned/repaired storm sewer lines and various catch basins as part of the city's maintenance program.
F.2.1	IN PROGRESS	Pollution Prevention/Good Housekeeping	Inspection and Maintenance Program	Prepare Stormwater Pollution Prevention Plans (SWPPP) for all applicable municipal facilities.	Provide SWPPP for each facility and conduct an annual inspection and report.	Prepare a SWPPP for one applicable facility	A SWPPP was developed for the Public Works Facility. A review of other City facilities is ongoing to determine if a SWPPP is warranted.
F.3	COMPLETED	Pollution Prevention/Good Housekeeping	Municipal Operations Stormwater Control	Document maintenance preformed.	Documentation of municipal stormwater infrastructure & BMPs as maintenance is being performed.	Document maintenance performed.	The Street and Sewer Department has documented maintenance on storm water infrastructure that is part of a written report incorporated in a data base for future reference. There was approximately 1000 LF of storm sewer cleaned as part of the maintenance program.
F.4	COMPLETED	Pollution Prevention/Good Housekeeping	Municipal Operations Waste Disposal	Begin new garbage collection system that should eliminate tearing open of bags and the loss of garbage into street/alleys.	Provide sufficient garbage disposal areas and trash pickup capacity to keep manufactured debris out of the storm sewer system.	Continue new garbage collection method. Collect yard waste.	A new site facility located at East Liberty Lane was opend for yard waste material. The yard waste collection system continued with weekly garbage collections. Yard waste was collected through totes or waste bags by assigned zones throughout the city.

ATTACHMENT A - 2013 NPDES COMPLIANCE REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION YEAR 5 ACTIVITIES
F.6	COMPLETED	Pollution Prevention/Good Housekeeping	Other Municipal Operations Controls	Sweep all street in town at least once before September. Sweep all streets.	Increase the street sweeping frequency. Greatly reduce storm sewer clogging and landscaping debris/leaf runoff to streams.	Sweep all streets in town at least once before September. Sweep all streets in town twice between the end of September and the end of November.	Street sweeping program was in effect during Year 5. The City collected approximately 481 tandem truck loads (1413 yards) of leaves and debris from city streets. Approximately 4800 lane miles of streets were swept at the stated rate per the BMP goal.

ATTACHMENT B - 2014-2015 NPDES STORMWATER ACTIVITY REPORT

BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 1 MILESTONE
A.1	Public Education and Outreach	Distributed Paper Material	Distribute updated storm water brochures to local agencies and public buildings. Investigate other potential material distribution ideas that can promote best management practices.	See increasing interest from public, city council and public works committee meetings from distributed materials. Receive calls and/or emails from public inquiring about storm water quality issues. Work with local schools to involve students and teachers on storm water education.	Update current storm water brochure and re-distribute to local agencies and public buildings. Update website to include a download version of the brochure.
A.2	Public Education and Outreach	Speaking Engagement	Promote and make available speaking engagements about storm water pollution and best management practices upon request of citizens or public organizations.	Frequent requests being made for speaking engagements by organizations or at available public meetings. Answer questions and provide materials about storm water pollution during applicable routine speaking engagements.	Promote during ongoing public meetings the topic of storm water pollution and best management practices and the availability of personnel for speaking engagements.
A.6	Public Education and Outreach	Other Public Education	Improve communications between residential and commercial activities adjacent to projects to keep both residences and business owners informed on a construction project progress. Publicize project information via City web site and provide staff phone lines for residents to report problems.	Contact media and residents at the beginning and end of projects. All reported issues should be addressed with related construction activities.	Establish guidelines for all staff to communicate project information and follow up procedures. Successful residential and commercial communications during projects. Successful recording and follow up of sewer or other project complaints.
B.2	Public Participation/Involvement	Educational Volunteer	Have staff personnel volunteer and available to speak to groups, businesses, and owners on storm water pollution and best management practices when opportunities arise.	Have educational and display presentation materials prepared and attending speaking engagements when requested.	Review and insure staff have materials for presentations at meetings. Attend/participate in any meeting that relates to storm water pollution or applying best management practices.
B.5	Public Participation/Involvement	Volunteer Monitoring	Review and update as needed the current web-based system for reporting problems on storm water pollution issues. Review the City's response plan.	Public awareness, involvement, concerns, and reporting activity on illegal discharges, dumping, and soil erosion with all City activities.	Update as applicable the web based system for public to report problems about storm water issues. Review City response plan.

ATTACHMENT B - 2014-2015 NPDES STORMWATER ACTIVITY REPORT

BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 1 MILESTONE
B.7	Public Participation/Involvement	Other Public Involvement	Encourage storm drain stenciling and stream cleanup programs to the public by providing web based information about public volunteer opportunities about storm inlet stenciling and roadside/stream cleanup.	Continue storm inlet stenciling program by adding more inlets to the documented existing list. Encourage staff and volunteers to develop a stream cleanup program and see changes in water quality at outfalls and within stream cleanup sites.	Update informational section of the website to encourage storm inlet stenciling and stream cleanup opportunities for public volunteers.
C.1	Illicit Discharge Detection & Elimination	Storm Sewer Map Preparation	Continue mapping program and televising of storm and sanitary sewers. Incorporate a data inventory for detection of illicit discharges.	Update mapping system with collected data. Track length and locations of sewers televised annually.	Collect and update data to map inventory and continue televising sewers.
C.2	Illicit Discharge Detection & Elimination	Regulatory Control Program	Identify, respond and eliminate illicit discharges of substances on streets, sidewalks and within sewers.	Enforce City ordinances 93.04, 93.05 and 93.06 pertaining to placing or depositing substances on streets, sidewalks and other public places. Have the Regulatory Compliance officer inspect and monitor reported violations.	Respond to illicit discharge reports and enforce ordinance.
C.3	Illicit Discharge Detection & Elimination	Detection/Elimination Prioritization Plan	Evaluate sewer mapping and televised sewers for cross connections and/or direct discharges to streams and ditches.	Prioritize areas for inspections as they are reported or discovered. Develop program to eliminate cross connection or repair lines and manholes.	Inventory conducted and sites prioritized. Continue reviewing mapping and video of sewers for elimination of cross connections and broken sewer lines.
C.4	Illicit Discharge Detection & Elimination	Illicit Discharge Tracing Procedures	Testing visual and/or laboratory testing of discharges identified during observed or public reported events.	Tests being performed by visual inspection or samples taken for laboratory testing of allege illicit discharges at the site. If illicit discharges found a corrective action is developed.	Record the number of illicit connections found, repaired/replaced during observed or reported events.
C.5	Illicit Discharge Detection & Elimination	Illicit Source Removal Procedures	Develop plan of action for elimination of illicit discharges upon their discovery.	A standard practice plan of procedures for remediating illicit discharges upon their discovery, notification, and documentation.	Place procedure for eliminating discharges into action. Notify parties responsible for illicit discharges and receive documentation of removal of illicit discharge.

ATTACHMENT B - 2014-2015 NPDES STORMWATER ACTIVITY REPORT

BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 1 MILESTONE
C.7	Illicit Discharge Detection & Elimination	Visual Dry Weather Screening	Develop method of recording data from dry weather outfall screening	Survey and inspect outfall locations, record and develop a recording schedule during dry weather. Begin detection/elimination program of any areas of concern.	Create a plan for yearly documenting outfalls and schedule of recording survey data. Inspect outfall inventory for Year 1 and begin detection/elimination of any areas of concern.
D.1	Construction Site Runoff Control	Regulatory Control Program	Develop a new erosion control and sediment control ordinance to address construction site runoff control for all construction project.	Adoption of a City erosion and sediment control ordinance. Develop a checkoff list based on construction size and complexity of project for all new projects.	Begin developing draft ordinance to be reviewed by all city departments.
D.2	Construction Site Runoff Control	Erosion and Sediment Control BMPs	As part of developing an ordinance for erosion and sediment control, ensure best management practices are followed by distributing a manual for erosion/sediment control.	Distribute and update BMP Standard Practice Manual for public access at public buildings and on the City's web site.	Develop BMP Standard Practice Manual in line with the erosion and sediment control ordinance.
D.4	Construction Site Runoff Control	Site Plan Review Procedures	Review erosion control plans/practices submitted for each new site project.	Complete review of each soil erosion and sediment control plan on an as needed basis and follow up with a field inspection during construction.	Review each project submitted and document inspections.
D.5	Construction Site Runoff Control	Public Information Handling Procedures	Publicize and update as needed the existing on line contact information for reporting soil erosion/sediment non-compliance issues.	Investigate complaints and take appropriate actions.	Review on line contact information. Investigate complaints and take appropriate actions.
D.6	Construction Site Runoff Control	Site Inspection/Enforcement Procedures	Conduct construction site inspections	Inspect all site construction weekly or after rain events > 0.5 inches.	Inspections conducted weekly or after rain events > 0.5 inches.
E.2	Post-Construction Runoff Control	Regulatory Control Program	Use of a formal checklist as a guide for final approval of construction site work.	Final inspection checklist being used as documentation of providing final approval of all construction sites and issuing corrective actions if applicable.	Inspect construction site for erosion and sediment control issues during final inspections.
E.4	Post-Construction Runoff Control	Pre-Construction Review of BMP Designs	Develop guidelines for site plan review of erosion/sediment control BMPs	During permitting process ensure conformance with ordinances regulating erosion and sediment control BMP's.	Utilize guidelines for site plan review and conformance with erosion and sediment control practices.

ATTACHMENT B - 2014-2015 NPDES STORMWATER ACTIVITY REPORT

BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 1 MILESTONE
E.5	Post-Construction Runoff Control	Site Inspections During Construction	Have staff conduct site inspection of all construction sites to ensure construction is adhering to ordinances. A pre-construction meeting shall be set up for all large construction activities to review SWPPP's and discuss erosion and sediment control procedures.	Site inspections being made and documenting any deficiencies. Inspection should be made weekly or when a reported issue is presented.	Perform site inspections as part of the building inspection process.
E.6	Post-Construction Runoff Control	Post-Construction Inspections	Inspect permitted post-construction sites. Respond to reported public issues.	Inspect each permitted construction site during final inspection for conformance with the project specific BMP's as part of the building inspection process. Perform site inspections when issues are reported by the public.	Inspect permitted post-construction sites. Respond to reported public issues.
F.1	Pollution Prevention/Good Housekeeping	Employee Training Program	Provide training for employees for storm water quality issues or that have routine contact with chemical substances, pesticides and herbicide applications, salt and calcium applications, or abatement and containment of hazardous material spills.	Conduct applicable training annually and for all new employees.	Provide applicable annual training for personnel.
F.2	Pollution Prevention/Good Housekeeping	Inspection and Maintenance Program	Document City's annual storm water maintenance program.	Provide routine maintenance to all public storm water infrastructure as needed and per maintenance schedule. Document maintenance activities.	Document City's annual storm water maintenance program within the annual report.
F.2.1	Pollution Prevention/Good Housekeeping	Inspection and Maintenance Program	Prepare Stormwater Pollution Prevention Plans (SWPPP) for all applicable municipal facilities.	Provide SWPPP for each facility and conduct an annual inspection and report.	Prepare a SWPPP for one applicable facility.
F.4	Pollution Prevention/Good Housekeeping	Municipal Operations Waste Disposal	Maintain garbage and yard waste collection.	Garbage and yard waste collection is provided on a weekly basis to keep waste out of storm sewer systems.	Continue garbage and yard waste collection methods.

ATTACHMENT B - 2014-2015 NPDES STORMWATER ACTIVITY REPORT

BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASUREABLE GOAL	YEAR 1 MILESTONE
F4.1	Pollution Prevention/Good Housekeeping	Municipal Operations Waste Disposal	Control vehicle and equipment washing by performing all washes in an enclosed washing bay which drains to sanitary sewer.	All vehicle washing runoff not be discharged to storm water runoff inlets and contained in wash bay area.	Wash public works vehicles and equipment as needed in a contained bay.
F4.2	Pollution Prevention/Good Housekeeping	Municipal Operations Waste Disposal	Oil and fluid disposal program to dispose of oils and fuels by a licensed waste hauler.	Oil and fluids being contained in designated containers. Regular schedule being maintained for the removal of all waste oil and fluid materials.	Ensure disposal of oil every other month and other fluid as needed.
F.6	Pollution Prevention/Good Housekeeping	Other Municipal Operations Controls	Sweep all streets in the City at least once before September and twice between September and November.	Reducing storm sewer clogging at inlets and piping. Increase the street sweeping frequency as needed.	Sweep all streets in the City at least once before September and twice between September and November.