



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, 2016 To March, 2017

Permit No. ILR40 0333

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

Name: City of Elgin Mailing Address 1: 150 Dexter Court
Mailing Address 2: _____ County: Kane
City: Elgin State: IL Zip: 60120 Telephone: (847) 931-6150
Contact Person: Kyla Jacobsen Email Address: Jacobsen_K@cityofelgin.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 Elgin

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 | <input type="checkbox"/> | 4. Construction Site Runoff Control | <input type="checkbox"/> |
| 2. Public Participation/Involvement | <input checked="" type="checkbox"/> | 5. Post-Construction Runoff Control | <input checked="" type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input checked="" type="checkbox"/> |

- 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:

Kyla Jacobsen

Printed Name:

05/31/2017

Date:

Utilities Director

Title:

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



**Illinois Environmental Protection Agency
Annual Facility Inspection Report
General NPDES Permit for Discharges from
Small Municipal Separate Storm Sewer Systems (MS4s)**

March 2016 to February 2017 (Year 14) Reporting Period

City of Elgin, Illinois

A. CHANGES TO BEST MANAGEMENT PRACTICES

The following Best Management Practices (BMP) have been added this reporting period:

-) BMP No. B7 – Public Reporting pertaining to environmental justice areas
-) BMP No. E7 – Other Post-Construction Runoff Controls pertaining to climate change impacts
-) BMP No. F6 – Other Municipal Operations Control pertaining to involvement with various agencies to assist with the reduction in chloride levels in receiving streams

B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS

The City of Elgin committed to a number of stormwater BMPs in order to meet the requirements of the NPDES Phase II stormwater program. The City has developed a Stormwater Management Plan and Notice of Intent (NOI) for the MS4 permit, and has posted them to the City's webpage along with each year's annual program report.

The following is a status report on each of the BMPs and the activities that were performed during the March 2016 to February 2017 reporting period. The status or progress for each of the measurable goals related to these BMPs is described below.

BMP No. A1 Distributed Paper Material

Measurable Goal(s): Annually insert stormwater pollution prevention related articles in the water bills and distribute brochures regarding the City's recycling and curbside leaf pick-up programs.

Milestone, Year 14: **Insert articles in water bills and continue distribution of brochures.**

BMP Status: The City continues to make stormwater pollution prevention information materials available at City facilities and on the City website, including information about how to reduce pollutants in stormwater runoff (such as the City's rain barrel program, recycling, the City's Sustainability Action Plan, and curbside leaf pick-up programs), the impacts of stormwater discharges on water bodies, and green infrastructure. The City anticipates placing this information on various social media (such as Facebook and Twitter) in the upcoming year. City newsletters were not distributed to residents during 2016. The City anticipates the dissemination of quarterly resident newsletters to commence in the future, once program funding is available.

BMP No. A2 Speaking Engagement

Measurable Goal(s): Annually, make three stormwater pollution prevention presentations at City Council meetings or at special events such as the Annual Construction Meeting and the Neighborhood Network Program.

Milestone, Year 14: **Make three stormwater pollution prevention presentations.**

BMP Status: The Sustainability Commission met approximately monthly during Year 14. These public meetings typically include presentations and discussion related to the City's sustainability initiatives. The City held a NPDES Combined Sewer Overflow (CSO) public meeting presentation on April 14, 2016, which focused on stormwater management and CSOs. There were four attendees present during the meeting. The City will continue looking for opportunities to present on stormwater quality and stormwater pollution prevention during Year 15.

The City continues to target outreach for homeowner associations on stormwater pollution prevention and maintenance of private stormwater best management practices. Planning for future homeowners association meetings was performed this year.

BMP No. A4 Community Event

Measurable Goal(s): Annually host a Public Works Facility Open House.

Milestone, Year 14: **Continue to host an Open House.**

BMP Status: On May 14, 2016, the City hosted a Public Works Facility Open House, which provided equipment rides, demonstrations, facility tours and allowed residents to learn about the City's stormwater management program. On behalf of the City, Baxter & Woodman staffed a booth and distributed educational flyers and displayed both the Enviroscape model and a rain barrel, all aimed at educating the public on the importance of water quality while also providing examples of ways residents can help reduce stormwater pollution. Approximately 680 adults and children attended the event, which was advertised on the City's web page and on flyers that were distributed to local homes and businesses.

The City also hosted an Earth Day event on April 22, 2016. On behalf of the City, Baxter & Woodman staffed a booth and distributed educational flyers and displayed both the Enviroscape model and a rain barrel, all aimed at educating the public on the importance of water quality while also providing examples of ways residents can help reduce stormwater pollution.

Elgin Community College and the City of Elgin Sustainability Commission hosted a Sustainability Expo on April 20, 2016 at Elgin Community College. On behalf of the City, Baxter & Woodman staffed a booth and distributed educational flyers and displayed both the Enviroscape model and a rain barrel, which focused on educating the public on the importance of water quality while also providing examples of ways residents can help reduce stormwater pollution.

On behalf of the City, Baxter & Woodman staffed a booth at the Elgin Harvest Market (sponsored by the Downtown Neighborhood Association of Elgin) on August 11, August 25, and September 8, 2016. At the events, Baxter & Woodman distributed educational flyers and displayed both the Enviroscape model and a rain barrel, all aimed at educating the public on the importance of stormwater pollution prevention and water quality.

In May, 2016, the City of Elgin assisted the Elgin High School AP Environmental Science class raise awareness of the various forms of pollution that are tributary to Poplar Creek as well as various technological advancements in stormwater management. Topics also included how water quality can alter soil quality. The City provided a significant amount of the technical background, which was used by students to prepare their “walk and talk” final exam, which occurred along Poplar Creek. Overall, the purpose of the event/final exam was to raise awareness of stormwater pollution prevention and to identify ways to minimize pollution and improve water quality in the future.

BMP No. A5 Classroom Education Material

Measurable Goal(s): Annually arrange for classroom education on water quality topics in Elgin schools provided by the Kane-DuPage Soil and Water Conservation District and Baxter & Woodman, Inc.

Milestone, Year 14: **Provide classroom education on water quality topics in one or more Elgin schools.**

BMP Status: The Kane-DuPage Soil and Water Conservation District (KDSWCD) provides educational programs on watersheds, land use, water pollution, wetlands, soil and groundwater. The City will continue to look for opportunities for the KDSWCD to provide classroom education during Year 15.

The Friends of the Fox River, on behalf of the City of Elgin, provided the following educational programs:

Classroom Education:

-) Washington Elementary on March 17, 2016 (120 students total),
-) Einstein Academy on April 7, 2016 (1 student total),

- J Einstein Academy on April 12, 2016 (2 students total),
- J Channing Elementary on April 27, 2016 (22 students total),
- J Cub Scouts Pack 1855 at Camp Big Timber on June 24, 2016 (110 students total),
- J Elgin Academy on September 12, 2016 (8 students total),
- J Izaak Walton League Home on November 7, 2016 (35 students total),
- J Otter Creek Elementary on February 1, 2017 (94 students total),
- J Channing Elementary on February 6, 2017 (62 students total),
- J Elgin Schools East Side on February 6, 2017 (5 students total),
- J O'Neal Elementary on February 8, 2017 (93 students total), and
- J Elgin Schools West Side on February 13, 2017 (10 students total)

BMP No. A6 Other Public Information

Measurable Goal(s): Provide refuse and recycling information on the City's web page.

Milestone, Year 14: **Provide refuse and recycling information on the City's web page.**

BMP Status: The City provides a comprehensive solid waste program designed to encourage recycling and waste reduction and to reduce litter in Elgin neighborhoods. By promoting proper disposal of waste, the City reduces illegal dumping in drainage ways. The City's web page provides general guidelines about the refuse and recycling program, but also provides specific information about disposal of household hazardous waste and yard waste.

The City also continues to implement a non-emergency Household Hazardous Waste Hotline to provide residents with information about easy and effective methods of hazardous waste removal.

BMP No. B2 Educational Volunteer

Measurable Goal(s): Annually coordinate a public participation event with a local stakeholder group.

Milestone, Year 14: **Coordinate a public participation event with a local stakeholder group.**

BMP Status: The City continues to sponsor and partner with various organizations to perform stream clean-up and monitoring events. The following is a summary of the events.

Stream Clean-Up (with Friends of the Fox River and State Representative Anna Moeller):

) Fox River from the Gail Borden Library to Trout Park on April 23, 2016

Stream Clean-Up (with Friends of the Fox River):

) Fox River from the Voyageur's Landing Forest Preserve to Gail Borden Library on June 12, 2016

) Fox River from Route 20 to South Elgin on August 7, 2016

) Fox River in the vicinity of Cornish Park on September 17, 2016

) Fox River from Leroy Oaks Forest Preserve to Ferson Creek Forest Preserve on September 18, 2016

Stream Clean-Up (with Friends of the Fox River and the Elgin Police Department):

) Fox River from the Walton Island south towards Route 20 on June 18, 2016.

Stream Clean-Up (with Elgin Izaak Walton League):

) Willow Creek on May 21, 2016

Stream Monitoring (with Friends of the Fox River):

) Poplar Creek on April 19, 2016 with O'Neal Elementary (22 students total),

) Willow Creek on April 25, 2016 with Channing Elementary (45 students total),

) Poplar Creek on April 26, 2016 with O'Neal Elementary (26 students total),

) Poplar Creek on May 2, 2016 with Garfield Elementary (24 students total),

) Tyler Creek on May 4, 2016 with Washington Elementary (60 students total),

-) Stoney Creek on May 5, 2016 with Otter Creek Elementary (48 students total),
-) Tyler Creek on May 6, 2016 with Einstein Academy (75 students total),
-) Stoney Creek on May 9, 2016 with Otter Creek Elementary (49 students total),
-) Tyler Creek on May 17, 2016 with Elgin Academy (5 students total),
-) Poplar Creek on May 19, 2016 with O'Neal Elementary (26 students total),
-) Trout Park on June 10, 2016 with Tiger Scouts (10 students total),
-) Tyler Creek on September 15, 2016 with Elgin Academy (8 students total),
-) Stoney Creek on September 22, 2016 with Otter Creek Elementary (31 students total),
-) Stoney Creek on September 23, 2016 with Otter Creek Elementary (31 students total),
-) Poplar Creek on September 26, 2016 with O'Neal Elementary (31 students total),
-) Poplar Creek on September 27, 2016 with O'Neal Elementary (27 students total),
-) Tyler Creek on October 3, 2016 with St. Charles Borromeo Parish (31 students total),
-) Poplar Creek on October 11, 2016 with O'Neal Elementary (25 students total),
-) Stoney Creek on October 12, 2016 with Otter Creek Elementary (38 students total),

BMP No. B3 Stakeholder Meeting

Measurable Goal(s): Annually attend meetings with stakeholders such as the Kane-DuPage Soil and Water Conservation District, Friends of the Fox River, and Fox River Ecosystem Partnership.

Milestone, Year 14: **Annually attend stakeholder meetings.**

BMP Status: The City continued its coordination with several stakeholder groups throughout Year 14, including the Fox River Study Group, Friends of the Fox River, and the Tyler Creek Watershed Coalition.

BMP No. B5 Volunteer Monitoring

Measurable Goal(s): Establish and annually publicize a hotline for resident reporting of suspected illicit discharges. This hotline will be separate from the City's existing emergency response hotline (911) and will be used in non-emergency situations.

Milestone, Year 14: **Publicize a hotline for resident reporting of suspected illicit discharges.**

BMP Status: The City utilizes the 311 Contact Center for resident reporting of illicit discharges, illegal dumping and other stormwater management issues. Depending on the severity of the reported incident, an emergency response team may be dispatched. In non-emergency situations, the Public Works Department will typically respond. All incoming calls for service requests are turned into work requests for resolution by a City Department. The City continues to utilize the free Elgin 311 mobile app, which makes it even easier than the traditional 311 hotline for residents to report stormwater problems, such as illicit discharges, illegal dumping and other stormwater management issues.

BMP No. B6 Program Coordination

Measurable Goal(s): Provide a link to stakeholder web pages from the City's web page.

Milestone, Year 14: **Continue to provide a link to the stakeholder web pages from the City's web page.**

BMP Status: The City continued to maintain its Stormwater Pollution Prevention web page with links to stakeholder websites, such as: Kane County Stormwater Management, Kane-DuPage Soil and Water Conservation District, Friends of the Fox River, Fox River Ecosystem Partnership, Fox River Study Group, the Sierra Club, The Conservation Foundation, Tyler Creek Watershed Coalition, and the Ferson-Otter Creek Watershed Coalition. In addition, the web page continues to provide information about the impacts of stormwater discharges on water bodies and lists steps the public can take to reduce pollutants in stormwater runoff.

BMP No. B7 Public Reporting

Measurable Goal(s): The City will begin identifying environmental justice areas; if applicable, the City will begin identifying appropriate public involvement/participation, which may include providing notices to residents written in Spanish (or other applicable language) and/or providing a translator at a public meeting held annually. Continue to inform residents of the contact number to call to report stormwater related issues.

Milestone, Year 14: **Identify any environmental justice areas within the City using the website link: <http://epa.gov/environmentaljustice/>. Continue to inform residents of the contact number to call for reporting stormwater related issues.**

BMP Status: The City has assessed environmental justice and now provides notices to residents in Spanish as well as provides Spanish translators both at the 311 Call Center and at meetings. The City will continue to evaluate potential environmental justice areas in Year 15.

BMP No. C1 Storm Sewer Map Preparation

Measurable Goal(s): Annually update the Storm Sewer Map as needed.

Milestone, Year 14: **Continue adding new subdivisions to the storm sewer map (up to 4 subdivisions). Continue revising storm sewer data, as needed. Continue hyperlinking detention basin record drawings (up to 25). Continue linking digital sewer televising files to the corresponding features (up to 10).**

BMP Status: The City updated its storm sewer mapping with changes during Year 14.

BMP No. C2 Regulatory Control Program

Measurable Goal(s): Enforce the City Code.

Milestone, Year 14: **Continue to enforce the City Code.**

BMP Status: The City continues to enforce Ordinance G52-07, which effectively prohibits non-stormwater discharges to its

separate storm sewer system. Ordinance G52-07 includes all of the elements of the Center for Watershed Protection's model illicit discharge and connection ordinance.

BMP No. C3 Illicit Discharge Detection/Elimination Prioritization Plan

Measurable Goal(s): Prioritize areas of the City or specific outfalls which require more frequent screening. Annually conduct inspections of industrial properties to determine compliance with the City Code.

Milestone, Year 14: **Continue inspections of industrial properties.**

BMP Status: The City inspected eight industrial facilities during Year 14; inspection of high priority facilities will continue in Year 15.

BMP No. C4 Illicit Discharge Tracing Procedures

Measurable Goal(s): Develop procedures to trace detected illicit discharges. Annually trace all illicit discharges detected by resident reporting, visual dry weather screening, and inspection of commercial and industrial properties.

Milestone, Year 14: **Continue tracing illicit discharges.**

BMP Status: The City has developed Illicit Discharge Tracing Procedures and continues to trace all illicit discharges detected by resident reporting, visual dry weather screening, and inspection of commercial and industrial properties. There was one suspicious discharge that was reported as possibly being an illicit discharge; after further analysis, it was determined to be an illicit discharge.

BMP No. C5 Illicit Source Removal Procedures

Measurable Goal(s): Develop procedures to remove detected illicit discharges. Annually remove all illicit discharges detected by resident reporting, visual dry weather screening, and inspection of commercial and industrial properties.

Milestone, Year 14: **Continue removing illicit discharges.**

BMP Status: The City continues its work to remove all illicit discharges detected by resident reporting, visual dry weather screening, and inspection of industrial properties.

The City addressed an illicit discharge from Sanfilippo (Fisher Nuts) this reporting period.

BMP No. C6 Program Evaluation and Assessment

Measurable Goal(s): Annually evaluate and assess the effectiveness of the illicit discharge detection and elimination program. Annually revise the program as necessary.

Milestone, Year 14: **Evaluate and assess the effectiveness of the program. Revise the program as necessary.**

BMP Status: The illicit discharge detection and elimination program has been revised in Year 14. Procedures for reporting and documenting suspected illicit storm sewer discharges have been adopted and provided to Public Works staff. A placard with the procedures is to be kept in each Public Works staff vehicle at all times.

BMP No. C7 Visual Dry Weather Screening

Measurable Goal(s): Annually perform visual dry weather screening of City outfalls according to the Detection/Elimination Prioritization Plan.

Milestone, Year 14: **Perform visual dry weather screening.**

BMP Status: The City continued its work to screen outfalls during dry weather to identify potential illicit discharges. It has adopted a modified version of the Center for Watershed Protection's Outfall Reconnaissance Inventory as its visual dry weather outfall screening protocol. Approximately 437 storm sewer outfalls were inspected during Year 14; of the 437 outfalls that were inspected, several of them contained dry weather flow, but were not suspected to be illicit discharges.

The City's priority list of outfalls was created in Year 13; inspection of high priority outfalls and a portion of the City's other outfalls will continue in Year 15.

BMP No. C9 Public Notification

Measurable Goal(s): Install inlet grates cast with “Dump No Waste, Drains to River” for all new inlets installed with street resurfacing projects or apply decals to existing inlet structures.

Milestone, Year 14: **Continue to label inlet structures with street resurfacing projects.**

BMP Status: The City’s construction standards require “Dump No Waste, Drains To River” to be cast into all new grate and storm drain inlets. On street resurfacing projects where new storm drain inlets are not required, decals are applied to the existing inlet structures.

BMP No. D1 Regulatory Control Program

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance. During Year 14, the City issued 22 ROW permits, 10 soil permits, 142 utility, and 241 engineering permits.

BMP No. D2 Erosion and Sediment Control BMPs

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance, which requires soil erosion and sediment control BMPs.

BMP No. D3 Other Waste Control Program

Measurable Goal(s): Enforce the City Code.

Milestone, Year 14: **Continue to enforce the City Code.**

BMP Status: The City continues to enforce Ordinance G52-07, which effectively prohibits non-stormwater discharges to its separate storm sewer system. Ordinance G52-07 includes all of the elements of the Center for Watershed Protection's model illicit discharge and connection ordinance.

BMP No. D4 Site Plan Review Procedures

Measurable Goal(s): Review site plans to ensure conformance to the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to review site plans to ensure conformance to the Kane County Stormwater Ordinance.**

BMP Status: The City continues to review site plans to ensure compliance with the Kane County Stormwater Ordinance.

BMP No. D5 Public Information Handling Procedures

Measurable Goal(s): Establish and annually publicize a hotline for resident reporting of suspected soil erosion.

Milestone, Year 14: **Continue to publicize a hotline for resident reporting.**

BMP Status: The City utilizes the 311 contact center as well as the 311 mobile app for resident reporting of erosion and other stormwater management issues. Depending on the severity of the reported incident, an emergency response team may be dispatched. In non-emergency situations, the Engineering Department or Public Works Department will typically respond. All incoming calls for service requests are turned into work requests for resolution by a City Department.

BMP No. D6 Site Inspection/Enforcement Procedures

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance, which contains site inspection and enforcement procedures. 689 inspections were registered for the 415 permits (ROW, soil, utility, and engineering) issued in Year 14.

BMP No. E2 Regulatory Control Program

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance, which requires post-construction stormwater runoff control. During Year 14, the City issued 22 ROW, 10 soil, 142 utility, and 241 engineering permits for a total of 415 permits.

BMP No. E3 Long Term O&M Procedures

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance, which contains long term operation and maintenance procedures.

BMP No. E4 Pre-Construction Review of BMP Designs

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance, which requires pre-construction review of BMP designs.

BMP No. E5 Site Inspections During Construction

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 14: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance, which requires site inspections during construction. 689 inspections were registered for the 415 permits (ROW, soil, utility, and engineering) issued in Year 14.

BMP No. E6 Post-Construction Inspections

Measurable Goal(s): Inspect each City-owned detention basin once every five years.

Milestone, Year 14: **Inspect 20% of the City-owned detention basins.**

BMP Status: The City inspected all 31 City-owned detention basins in 2016, 100% of the basins.

BMP No. E7 Other Post-Construction Runoff Controls

Measurable Goal(s): Schedule an on-site meeting with representatives of a homeowner association (HOA) to visit on-site detention basins and nearby streams. The City will begin developing and implementing a process to assess the impacts of global climate change in the design of all new and retrofit flood management projects. Information on climate change may be found at the following website link: <http://www.epa.gov/climatechange/>.

Milestone, Year 14: **Schedule at least one meeting with a local HOA to discuss stormwater pollution prevention and proper maintenance and upkeep of the detention basins. The City will begin developing and implementing a process to assess the impacts of global climate change in the design of all new and retrofit flood management projects. Information on climate change may be found here: <http://www.epa.gov/climatechange/>.**

BMP Status: The City has begun coordinating with a local HOA (Tuscan Woods) to discuss stormwater pollution prevention and proper maintenance and upkeep of the detention basins.

BMP No. F1 Employee Training Program

Measurable Goal(s): Formalize stormwater pollution prevention training for City employees. Conduct formal stormwater pollution prevention training for City employees annually.

Milestone, Year 14: **Continue stormwater pollution prevention training program for City employees.**

BMP Status: Training was provided to City Public Works staff on September 6 and 7, 2016 that focused on pollution prevention for municipal operations as well as illicit discharge detection and elimination. The training sessions remind, inform, and encourage City staff to prevent and reduce stormwater pollution from municipal operations and to document activities that prevent pollution. A total of 14 City staff attended the training during the 2 days.

BMP No. F2 Inspection and Maintenance Program

Measurable Goal(s): Formalize an Inspection and Maintenance Program for City facilities and infrastructure. Conduct formal inspection and maintenance. Annually review the program for effectiveness and update the program as needed. Begin training employees in the routine maintenance, repair, or replacement of green infrastructure.

Milestone, Year 14: **Begin training employees or contractors in the routine maintenance, repair, or replacement of green infrastructure.**

BMP Status: The City has developed written Inspection and Maintenance Procedures, along with standard forms for tracking inspections and maintenance of the stormwater management system. These forms will be used for the maintenance, repair, or replacement of green infrastructure as well as to evaluate the Inspection and Maintenance program to determine how the program can be improved.

In Year 14, City facilities were inspected, including the Wing Park Maintenance Garages #1 and #2, Fire Department Station One, Fire Department Station Two, the Centre, City Hall, the Highlands Country Club Maintenance Garage, Bowes Creek Country Club Maintenance Garage, Public Works Facility, Lords Park Aquatic Center, Wing Park Aquatic Center, Riverside Water Treatment Plant, and Airlite Water Treatment Plant. Inspections of some of these same City facilities, along with others, will take place during Year 15. These inspections, which were performed onsite with City staff responsible for operations at the facility, focused on training staff on stormwater pollution prevention practices. The results of these inspections will be used to develop training materials that will be part of a training program for a wider staff audience. The training program will cover topics such as: good housekeeping for municipal operations; maintenance of green infrastructure; and illicit discharge detection.

The City continued its naturalization of the detention basin at McLean Boulevard and Holmes. A prescribed burn and spot overseed were performed in February of 2017. Invasive treatments were performed throughout the 2016 growing season.

BMP No. F3 Municipal Operations Stormwater Control

Measurable Goal(s): Formalize a Stormwater Pollution Prevention Plan for the City's municipal operations. Annually review the plan for effectiveness and update the program as needed. The City currently stores deicing material in a permanent building. The City will continue to store deicing material in this manner.

Milestone, Year 14: **Document periodic inspections of City facilities according to the Stormwater Pollution Prevention Plan. Continue to store deicing material in a permanent building.**

BMP Status: The City has continued implementing a Stormwater Pollution Prevention Plan for its municipal operations. The plan describes the potential sources of stormwater pollutants related to operations at various City facilities, the stormwater management measures and controls used to prevent

pollution, potential future BMPs, and forms for periodic inspections.

In Year 14, City facilities were inspected, including the Wing Park Maintenance Garages #1 and #2, Fire Department Station One, Fire Department Station Two, the Centre, City Hall, the Highlands Country Club Maintenance Garage, Bowes Creek Country Club Maintenance Garage, Public Works Facility, Lords Park Aquatic Center, Wing Park Aquatic Center, Riverside Water Treatment Plant, and Airlite Water Treatment Plant. Inspections of some of these same City facilities, along with others, will take place during Year 15. These inspections, which were performed onsite with City staff responsible for operations at the facility, focused on training staff on stormwater pollution prevention practices. The results of these inspections will be used to develop training materials that will be part of a training program for a wider staff audience. The training program will cover topics such as: good housekeeping for municipal operations, maintenance of green infrastructure, and illicit discharge detection.

This reporting year, 1,959 system catch basins were cleaned and inspected, 20% of the storm water system was cleaned and inspected, and the City continued its routine City-wide street sweeping program, which includes approximately 380 lane-miles of roads.

BMP No. F4 Municipal Operations Waste Disposal

Measurable Goal(s): Formalize a Municipal Operations Waste Disposal Plan. Annually review the plan for effectiveness and update the program as needed.

Milestone, Year 14: **Continue proper waste disposal procedures for waste generated by municipal operations.**

BMP Status: A plan for the disposal of waste generated by municipal operations is included in the City's Inspection and Maintenance Procedures.

BMP No. F6 Other Municipal Operations Control

Measurable Goal(s): Continue to participate with the Friends of the Fox River as well as the Tyler Creek Watershed Coalition, in an ongoing effort to assist with the reduction in chloride levels in receiving streams.

Milestone, Year 14: **Continue to participate with the Friends of the Fox River as well as the Tyler Creek Watershed Coalition in order to assist with the reduction in chloride levels in receiving streams.**

BMP Status: The City has continued participating with various agencies such as the Friends of the Fox River, the Fox River Ecosystem Partnership, the Fox River Study Group, the Tyler Creek Watershed Coalition, and others, to assist with the reduction in chloride levels in receiving streams.

C. RESULTS OF INFORMATION COLLECTED AND ANALYZED

Wet weather samples were collected on March 14, 2016, May 26, 2016, August 12, 2016, and October 26, 2016 at outfalls to the Fox River, Poplar Creek, and Tyler Creek, as well as at the inflow and outflow from the McLean Blvd/Holmes Rd detention basin. Analysis results are on file for review.

Wet weather samples will be collected each year in the Spring, Summer, Fall, and Winter at the same locations. As more samples are collected, the data will be compared to in-stream data available from the Fox River Study Group, IEPA, and Tyler Creek Watershed Coalition in order to evaluate the effectiveness of the City's BMPs and MS4 program.

D. SUMMARY OF STORMWATER ACTIVITIES TO BE PERFORMED DURING NEXT REPORTING PERIOD

A summary of the stormwater activities that the City plans to undertake during the March 2017 to February 2018 reporting period (Year 15) are summarized below:

BMP No. A1 Distributed Paper Material – Stormwater Newsletter Articles

Measurable Goal(s): Annually insert stormwater pollution prevention related articles in the water bills and distribute brochures regarding the City’s recycling and curbside leaf pick-up programs.

Milestone, Year 15: **Insert articles in water bills and continue distribution of brochures.**

BMP No. A2 Speaking Engagement - Stormwater Pollution Prevention Presentations

Measurable Goal(s): Annually make three stormwater pollution prevention presentations at City Council meetings or at special events such as the Public Works Open House, Earth Day, or the Farmer’s Market, to distribute flyers and speak with the public about stormwater pollution prevention.

Milestone, Year 15: **Make three stormwater pollution prevention presentations.**

BMP No. A4 Community Event

Measurable Goal(s): Annually host a Public Works Facility Open House and an Earth Day Celebration event.

Milestone, Year 15: **Continue to host an Open House and Earth Day Celebration event.**

BMP No. A5 Classroom Educational Material

Measurable Goal(s): Annually arrange for classroom education on water quality topics in Elgin schools provided by the Kane-DuPage Soil and Water Conservation District.

Milestone, Year 15: **Provide classroom education on water quality topics in one or more Elgin schools.**

BMP No. A6 Other Public Education

Measurable Goal(s): Provide refuse and recycling information on the City's web page.

Milestone, Year 15: **Provide refuse and recycling information on the City's web page.**

BMP No. B2 Educational Volunteer

Measurable Goal(s): Annually coordinate a public participation event with a local stakeholder group.

Milestone, Year 15: **Coordinate a public participation event with a local stakeholder group.**

BMP No. B3 Stakeholder Meeting

Measurable Goal(s): Annually attend meetings with stakeholders such as Kane-DuPage Soil and Water Conservation District, Friends of the Fox River, and Fox River Ecosystem Partnership.

Milestone, Year 15: **Annually attend stakeholder meetings.**

BMP No. B5 Volunteer Monitoring

Measurable Goal(s): Establish and annually publicize a hotline for resident reporting of suspected illicit discharges. This hotline will be separate from the City's existing emergency response hotline (911) and will be used in non-emergency situations.

Milestone, Year 15: **Continue to publicize a hotline for resident reporting of suspected illicit discharges.**

BMP No. B6 Program Coordination

Measurable Goal(s): Provide a link to stakeholder web pages from the City's web page.

Milestone, Year 15: **Continue to provide a link to the stakeholder web pages from the City's web page.**

BMP No. B7 Public Reporting

Measurable Goal(s): The City will continue assessing environmental justice; if applicable, the City will begin identifying appropriate public involvement/participation, which may include providing notices to residents written in Spanish (or other applicable language) and/or providing a translator at a public meeting held annually. Continue to inform residents of the contact number to call to report stormwater related issues.

Milestone, Year 15: Continue to evaluate potential environmental justice areas.

BMP No. C1 Storm Sewer Map Preparation

Measurable Goal(s): Annually update the Storm Sewer Map as needed.

Milestone, Year 15: **Annually update the Storm Sewer Map as needed.**

BMP No. C2 Regulatory Control Program

Measurable Goal(s): Enforce the City Code.

Milestone, Year 15: **Continue to enforce the City Code.**

BMP No. C3 Illicit Discharge Detection/Elimination Prioritization Plan

Measurable Goal(s): Prioritize areas of the City or specific outfalls which require more frequent screening. Annually conduct inspections of industrial or commercial properties to determine compliance with the City Code.

Milestone, Year 15: **Continue inspections of industrial properties.**

BMP No. C4 Illicit Discharge Tracing Procedures

Measurable Goal(s): Develop procedures to trace detected illicit discharges. Annually trace all illicit discharges detected by resident reporting, visual dry weather screening, and inspection of commercial and industrial properties.

Milestone, Year 15: **Continue tracing illicit discharges.**

BMP No. C5 Illicit Discharge Removal Procedures

Measurable Goal(s): Develop procedures to remove detected illicit discharges. Annually remove all illicit discharges detected by resident reporting, visual dry weather screening, and inspection of commercial and industrial properties.

Milestone, Year 15: **Continue removing illicit discharges.**

BMP No. C6 Program Evaluation and Assessment

Measurable Goal(s): Annually evaluate and assess the effectiveness of the illicit discharge detection and elimination program. Annually revise the program as necessary.

Milestone, Year 15: **Evaluate and assess the effectiveness of the program. Revise the program as necessary.**

BMP No. C7 Visual Dry Weather Screening Program

Measurable Goal(s): Annually perform visual dry weather screening of City outfalls according to the Detection/Elimination Prioritization Plan.

Milestone, Year 15: **Perform visual dry weather screening.**

BMP No. C9 Public Notification – Inlet Grate Castings

Measurable Goal(s): Install inlet grates cast with “Dump No Waste, Drains to River” for all new inlets installed with street resurfacing projects or apply decals to existing inlet structures.

Milestone, Year 15: **Continue to label inlet structures with street resurfacing projects.**

BMP No. D1 Regulatory Control Program

Measurable Goal(s): Enforce the Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. D2 Erosion and Sediment Control BMPs

Measurable Goal(s): Enforce the Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. D3 Other Waste Control Programs

Measurable Goal(s): Enforce the City Code.

Milestone, Year 15: **Continue to enforce the City Code.**

BMP No. D4 Site Plan Review Procedures

Measurable Goal(s): Review site plans to ensure conformance to the Kane County Stormwater Ordinance.

Milestone, Year 15: **Continue to review site plans to ensure conformance to the Kane County Stormwater Ordinance.**

BMP No. D5 Public Information Handling Procedures

Measurable Goal(s): Establish and annually publicize a hotline for resident reporting of suspected soil erosion.

Milestone, Year 15: **Publicize a hotline for resident reporting.**

BMP No. D6 Site Inspection/Enforcement Procedures

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. E2 Regulatory Control Program

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. E3 Long Term O&M Procedures

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. E4 Pre-Construction Review of BMP Designs

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. E5 Site Inspections During Construction

Measurable Goal(s): Enforce the Kane County Stormwater Ordinance.

Milestone, Year 15: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP No. E6 Inspection of City-Owned Detention Basins

Measurable Goal(s): Inspect each City-owned detention basin once every five years.

Milestone, Year 15: **Inspect 20% of the City-owned detention basins.**

BMP NO. E7 Other Post-Construction Runoff Controls

Measurable Goal(s): Schedule an on-site meeting with representatives of a homeowner association (HOA) to visit on-site detention basins and nearby streams. The City will begin developing and implementing a process to assess the impacts of global

climate change in the design of all new and retrofit flood management projects. Information on climate change may be found at the following website link: <http://www.epa.gov/climatechange/>.

Milestone, Year 15: **Schedule at least one meeting with a local HOA to discuss stormwater pollution prevention and proper maintenance and upkeep of the detention basins. The City will continue developing and implementing a process to assess the impacts of global climate change in the design of all new and retrofit flood management projects. Information on climate change may be found here: <http://www.epa.gov/climatechange/>.**

BMP No. F1 Employee Training Program

Measurable Goal(s): Formalize stormwater pollution prevention training for City employees. Conduct formal stormwater pollution prevention training for City employees annually.

Milestone, Year 15: **Continue stormwater pollution prevention training program for City employees.**

BMP No. F2 Inspection and Maintenance Program

Measurable Goal(s): Formalize an Inspection and Maintenance Program for City facilities and infrastructure. Conduct formal inspection and maintenance. Annually review the program for effectiveness and update the program as needed. Begin training employees in the routine maintenance, repair, or replacement of green infrastructure.

Milestone, Year 15: **Begin training employees or contractors in the routine maintenance, repair, or replacement of green infrastructure.**

BMP No. F3 Municipal Operations Storm Water Control

Measurable Goal(s): Formalize a Stormwater Pollution Prevention Plan for the City's municipal operations. Annually review the plan for effectiveness and update the program as needed. The City currently stores deicing material in a permanent building. The City will continue to store deicing material in this manner.

Milestones, Year 15: **Document periodic inspections of City facilities according to the Stormwater Pollution Prevention Plan. Continue to store deicing material in a permanent building.**

BMP No. F4 Municipal Operations Waste Disposal

Measurable Goal(s): Formalize a Municipal Operations Waste Disposal Plan. Annually review the plan for effectiveness and update the program as needed.

Milestones, Year 15: **Continue proper waste disposal procedures for waste generated by municipal operations.**

BMP No. F6 Other Municipal Operations Control

Measurable Goal(s): Continue to participate with the Friends of the Fox River as well as the Tyler Creek Watershed Coalition, in an ongoing effort to assist with the reduction in chloride levels in receiving streams.

Milestones, Year 15: **Continue to participate with the Friends of the Fox River as well as the Tyler Creek Watershed Coalition in order to assist with the reduction in chloride levels in receiving streams.**

E. RELIANCE ON ANOTHER GOVERNMENT ENTITY

The City of Elgin is not relying on another government entity to satisfy the requirements of the MS4 permit; however, the City does benefit from a number of Kane County's stormwater activities, including a number of Public Education and Outreach BMPs. Please see Kane County's Annual Facility Inspection Report for additional information about these activities. The City also makes use of any data collected and materials produced by the Friends of the Fox River, Fox River Study Group, and the Tyler Creek Watershed Coalition.

F. LIST OF CONSTRUCTION PROJECTS

The City of Elgin provided funding for the following construction projects during the March 2016 to February 2017 (Year 14) reporting period:

- Annual Storm Sewer Upgrade Project (see Neighborhood Street Rehab)
- Neighborhood Street Rehabilitation (Orchard Moseley)
- Neighborhood Resurfacing (Northwest project, Eastside project and Southwest project)
- Engineering for 2018 Neighborhood Rehabilitation – Gertrude Jewett area
- Engineering for East Chicago Street Reconstruction (Center to Porter) continues
- Engineering for the Oakwood Park Subdivision special assessment
- Kimball Dam Inspection
- Highway Bridge Inspection
- Compensatory Storage Facility Wetland Mitigation