



Illinois Environmental Protection Agency

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

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, 2018 _____ To March, 2019 _____

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) 931-6159
Contact Person: Eric Weiss, P.E. Email Address: weiss_e@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

- | | | | |
|--|--------------------------|---|--------------------------|
| 1. Public Education and Outreach | <input type="checkbox"/> | 4. Construction Site Runoff Control | <input type="checkbox"/> |
| 2. Public Participation/Involvement | <input type="checkbox"/> | 5. Post-Construction Runoff Control | <input type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/> | 6. Pollution Prevention/Good Housekeeping | <input 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

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:
Eric Weiss, P.E.
Printed Name:

5/30/19
Date:
Water Director
Title:

EMAIL COMPLETED FORM TO:

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.



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

City of Elgin, Illinois

2019 ANNUAL FACILITY INSPECTION REPORT March 2018 to February 2019 Reporting Period

A. CHANGES TO BEST MANAGEMENT PRACTICES

There have been no changes to the Best Management Practices (BMPs) from the City's Notice of Intent (NOI) for the reporting period.

B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS

The City committed to a number of stormwater BMPs in order to meet the requirements of the City's MS4 permit. The City has developed a Stormwater Management Plan and Notice of Intent (NOI) for its MS4 program, 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 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 water bills and distribute brochures regarding the City's recycling and curbside leaf pick-up programs.

Milestone: **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, on the City website, and through social media (such as Facebook and Twitter), including information about how to reduce pollutants in stormwater runoff (such as the City's rain barrel program (offering subsidized rain barrels to Elgin residents for a reduced cost), Earth Day, recycling, leaf pick-up programs, river clean-up events, and Adopt A Catch Basin).

The City's Sustainability Commission is collaborating with the local library district to include several pages in the library's newsletter that is direct mailed to households.

BMP No. A2 Speaking Engagement

Measurable Goal(s): 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: **Make three stormwater pollution prevention presentations.**

BMP Status: The Sustainability Commission met monthly during 2018. These public meetings typically include presentations and discussion related to the City's sustainability initiatives. The Commission also held two (2) additional meetings: one special planning meeting and one special budget meeting.

On May 19, 2018, 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 833 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 21, 2018. On behalf of the City, Baxter & Woodman staffed a booth and distributed educational flyers and displayed both the Enviroscape model and a rain barrel. Over 800 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.

On behalf of the City, Baxter & Woodman staffed a booth at the Elgin Harvest Market (sponsored by the Downtown Neighborhood Association of Elgin) on July 27 and August 10, 2018. At the events, Baxter & Woodman distributed educational flyers and displayed both the Enviroscape model and a rain barrel.

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.

Friends of the Fox River began working with Harvest Christian Academy to develop a multi-grade cross-curricular environmental education program focusing on the Tyler Creek Watershed. Completion of the program is planned for 2019.

BMP No. A4 Community Event

Measurable Goal(s): Host a Public Works Facility Open House and an Earth Day Celebration event each year.

Milestone: **Continue to host an Open House.**

BMP Status: On May 19, 2018, 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 833 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.

BMP No. A5 Classroom Education Material

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

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

Classroom Education:

-) Otter Creek Elementary on April 12, 2018 (59 students total),
-) Otter Creek Elementary on April 13, 2018 (41 students total),
-) Channing Elementary on April 16, 2018 (40 students total)
-) Channing Elementary on April 17, 2018 (55 students total)

Outdoor Environmental Education:

-) Friday Field Studies at the Elgin Math and Science Academy – occurred on the early-release Fridays during the school year, which educated students on the importance of stewardship and conservation with respect to the nearby Fox River Forested Fen

Gail Borden Library Education:

-) The Friends of the Fox River and the Gail Borden Library partnered on April 19, 2018 for “Meet the Fox” which focused on educating the public (over 100 attendees) on the importance of preserving the Fox River ecosystem for future generations.

- J The Friends of the Fox River and the Gail Borden Library partnered on May 17, 2018 for “The Natural and Cultural History of the Fox” which focused on educating the public (over 100 attendees) on the current state of the Fox River, including new initiatives and scientific findings.
- J The Friends of the Fox River and the Elgin Police Department partnered on June 20, 2018 for “Plants versus Police – Fox River Biodiversity” which focused on educating the public (approx. 16 student attendees) on the importance of native prairie plants in the Fox River ecosystem.
- J The Friends of the Fox River participated on July 31, 2018 for “Beyond Ribbit” which presented to the public (over 30 attendees) the importance of wetlands and the biodiversity of wetland plants and animals with regards to the overall health of the Fox River ecosystem.
- J The Friends of the Fox River and the Rakow Branch Library participated on August 4, 2018 (over 30 attendees) to perform “Pond Scooping” on the Rakow Branch pond. The event focused on educating the public on the importance of ponds, and their respective plants and animals, as they relate to the overall Fox River ecosystem.
- J The Friends of the Fox River and several other non-profit organizations met at the Gail Borden Library on August 9, 2018 for “Dive Into Reading”. The event celebrated students who finished the summer reading challenge, which focused on water. The event engaged hundreds of students and parents with observing live macroinvertebrates, using microscopes to view water samples, and explaining the importance of water sampling.

BMP No. A6 Other Public Information

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

Milestone: **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 waterways. 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 as well as composting.

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: **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 October 13, 2018

Stream Monitoring (with Friends of the Fox River):

) Poplar Creek on April 24, 2018 with Channing Elementary (19 students total),

) Stoney Creek on April 26, 2018 with Otter Creek Elementary (32students total),

) Stoney Creek on April 27, 2018 with Otter Creek Elementary (27 students total),

) Poplar Creek on May 1, 2018 with Channing Elementary (24 students total),

-) Stoney Creek on May 2, 2018 with Otter Creek Elementary (20 students total),
-) Tyler Creek on May 2, 2018 with Creekside Elementary (32 students total),
-) Poplar Creek on May 7, 2018 with Channing Elementary (39 students total),
-) Poplar Creek on May 8, 2018 with Channing Elementary (24 students total),
-) Tyler Creek on May 11, 2018 with Einstein Academy (75 students total),
-) Stoney Creek on September 5, 2018 with Otter Creek Elementary (21 students total),
-) Stoney Creek on September 7, 2018 with Otter Creek Elementary (23 students total),
-) Stoney Creek on September 12, 2018 with Otter Creek Elementary (26 students total),
-) Stoney Creek on September 14, 2018 with Otter Creek Elementary (24 students total),
-) Tyler Creek on September 20, 2018 with Elgin Academy (10 students total)

BMP No. B3 Stakeholder Meeting

Measurable Goal(s): 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: **Attend stakeholder meetings each year.**

BMP Status: The City continued its coordination with several stakeholder groups throughout 2018, 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: **Continue to 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: **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. The City provides links to various programs that help improve water quality by working to eliminate pollutants, such as: Rain Barrel Program, City Waste Collection, Kane County Recycles, and the Sustainability Action Plan. The City also provides 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 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: **Continue to evaluate potential environmental justice areas. The following link shall be used to identify any environmental justice areas within the City: <http://epa.gov/environmentaljustice/>. Continue to inform residents of the contact number to call for reporting stormwater related issues.**

BMP Status: The City completed a stormwater program focused environmental justice assessment. Results indicated value in providing program materials in Spanish language.

BMP No. C1 Storm Sewer Map Preparation

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

Milestone: **Continue adding new subdivisions to the storm sewer map.**

BMP Status: The City updated its storm sewer mapping with any changes needed during 2018.

BMP No. C2 Regulatory Control Program

Measurable Goal(s): Enforce the City Code.

Milestone: **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. Conduct inspections of industrial or commercial properties annually to determine compliance with the City Code.

Milestone: **Continue inspections of industrial properties.**

BMP Status: Inspections were completed for a total of 12 industrial facilities in 2018. Inspections were completed for 6 industrial facilities in April 2018; reports were completed in April & May, 2018. Inspections were completed for 7 facilities (including one follow up inspection to verify correction of stormwater quality related issues) in October & November, 2018; reports were completed in October & November, 2018.

BMP No. C4 Illicit Discharge Tracing Procedures

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

Milestone: **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.

Investigation and tracing of a water quality concern (foaming) within the Fox River was performed on January 16, 2019. A cause was not determined.

BMP No. C5 Illicit Source Removal Procedures

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

Milestone: **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.

BMP No. C6 Program Evaluation and Assessment

Measurable Goal(s): Evaluate and assess the effectiveness of the illicit discharge detection and elimination program. Revise the program as necessary.

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

BMP Status: The illicit discharge detection and elimination program continues to be enforced. 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 kept in each Public Works staff vehicle at all times.

BMP No. C7 Visual Dry Weather Screening

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

Milestone: **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 60 storm sewer outfalls were inspected during 2018; of the 60 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 2015; inspection of high priority outfalls and a portion of the City's other outfalls will continue in 2019.

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: **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: **Continue to enforce the Kane County Stormwater Ordinance.**

BMP Status: The City has adopted and continues to enforce the Kane County Stormwater Ordinance. During 2018 the City issued 18 ROW permits, 6 soil permits, and 186 utility permits.

BMP No. D2 Erosion and Sediment Control BMPs

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

Milestone: **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: **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: **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: **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: **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. 588 inspections were registered for the 210 permits (ROW, soil, and utility) issued in 2018.

BMP No. E2 Regulatory Control Program

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

Milestone: **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 2018, the City issued 18 ROW permits, 6 soil permits, and 186 utility permits for a total of 210 permits.

BMP No. E3 Long Term O&M Procedures

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

Milestone: **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: **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: **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. 588 inspections were registered for the 210 permits (ROW, soil, and utility) issued in 2018.

BMP No. E6 Post-Construction Inspections

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

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

BMP Status: The City inspected all 31 City-owned detention basins in 2018, 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: **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 has continued 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: On-site HOA meetings were not requested or necessary in 2018. The City will continue to provide information and assistance to local HOAs as needed.

The City will continue implementing a process to assess the impacts of global climate change in the design of all new and retrofit flood management projects.

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: **Continue stormwater pollution prevention training program for City employees.**

BMP Status: City staff training was performed on November 7, 2018. The training 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.

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: **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 are 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.

A total of eight (8) City facilities were inspected during 2018. Inspections for the following facilities were completed: Bluff City Cemetery, Bowes Road Salt Barn, Elgin Fire Station No. 7, Elgin Sports Complex Garages 1 & 2, Public Work Facility, Shales Parkway Salt Dome, and the Slade Avenue Pumping Station. These inspections focus on identifying BMPs and 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, spot overseed, and invasive species control were performed in 2018.

The City continued its naturalization of the Brookside basin. A winter mowing, spot overseed, and invasive species control were performed in 2018.

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: **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.

This reporting year, 1,940 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 13,236 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: **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: **Continue to participate with various agencies such as the Friends of the Fox River, the Fox River Ecosystem Partnership, the Fox River Study Group, and 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 27 and October 31, 2018 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.

Wet weather samples were collected on June 19, 2018 at the outfall to Tyler Creek as well as at the inflow and outflow from the McLean Blvd/Holmes Rd detention basin.

Wet weather samples were collected on August 28, 2018 at the outfalls to the Fox River and Tyler Creek as well as at the inflow and outflow from the McLean Blvd/Holmes Rd detention basin.

Analysis results for wet weather samples 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 next reporting period 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: **Insert articles in water bills and continue distribution of brochures. The Sustainability Commission to continue collaborating with the local library district to include several pages in the library’s newsletter that is direct mailed to households.**

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: **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: **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: **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: **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: **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: **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: **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: **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. Continue to inform residents of the contact number to call to report stormwater related issues.

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

BMP No. C2 Regulatory Control Program

Measurable Goal(s): Enforce the City Code.

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

BMP No. D1 Regulatory Control Program

Measurable Goal(s): Enforce the Stormwater Ordinance.

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

BMP No. D2 Erosion and Sediment Control BMPs

Measurable Goal(s): Enforce the Stormwater Ordinance.

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

BMP No. D3 Other Waste Control Programs

Measurable Goal(s): Enforce the City Code.

Milestone: **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: **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: **Publicize the hotline for resident reporting.**

BMP No. D6 Site Inspection/Enforcement Procedures

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

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

BMP No. E2 Regulatory Control Program

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

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

BMP NO. E7 Other Post-Construction Runoff Controls

Measurable Goal(s): Provide assistance to homeowner associations (HOA) as requested or necessary. 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: **Provide assistance to homeowner associations (HOA) as requested or necessary. The City will continue 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: **Perform or provide for annual staff training. The training will focus 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.**

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: **Continue 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: **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: **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: **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 reporting period:

- 2018 Collector Street Resurfacing
- BRIS 20 Gravity Extension
- 2018 Resurfacing East
- Highway Bridge Inspections (Various Locations)
- Gravity Sewer Replacement to FRWRD Pump Station 31