



2012 NPDES Phase II Storm Water Report



**Prepared by:
John Lyons, P.E.
Engineering Division**

Pervious concrete paver parking lot at Champaign-Urbana MTD building.



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, 2012 To March, 2013

Permit No. ILR40 0462

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

Name: City of Urbana Mailing Address 1: 706 S. Glover Avenue

Mailing Address 2: _____ County: Champaign

City: Urbana State: IL Zip: 61802 Telephone: 217-384-2377

Contact Person: Bill Gray Email Address: wrgray@urbanaininois.us
(Person responsible for Annual Report)

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

Urbana

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 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 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))

William R. Gray
Owner Signature:

William R. Gray
Printed Name:

5/16/13
Date:

Public Works 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

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.



Public Works Department
706 South Glover Avenue
Urbana, IL 61801
(217) 384-2342
FAX (217) 384-2400

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
ANNUAL FACILITY INSPECTION REPORT
NPDES PHASE II PERMIT FOR STORMWATER DISCHARGES
FROM
MUNICIPAL SEPARATE STORM SEWER SYSTEMS**

**CITY OF URBANA, ILLINOIS
NPDES Permit No. ILR 400462**

REPORTING PERIOD:

March 2012 to March 2013

MS4 OPERATOR INFORMATION:

City of Urbana, Illinois
706 South Glover Avenue
Urbana, Illinois 61802
(217) 384-2377
William R. Gray, Director of Public Works

GOVERNMENTAL ENTITY IN WHICH MS4 IS LOCATED:

Urbana, Illinois

INTRODUCTION/BACKGROUND:

The 1987 amendments to the Clean Water Act required the United States Environmental Protection Agency (USEPA) to address stormwater runoff in two phases. Phase I of the National Pollution Discharge Elimination System (NPDES) Stormwater Program became effective in 1990. Phase I of the NPDES Stormwater Program applied to large and medium MS4s and eleven industrial categories including construction sites disturbing 5 or more acres of land. Phase II of the NPDES Stormwater Program became effective March 10, 2003 and is applicable to small MS4s and construction sites disturbing between 1 and 5 acres of land. Phase II also expands the industrial "no exposure" exemption from Phase I. The Illinois Environmental Protection Agency (IEPA) is in charge of implementing both phases of the NPDES Stormwater Program.



As a small MS4, the City was required to comply with Phase II of the NPDES Stormwater Program by submitting a Notice of Intent (NOI) to IEPA by March 10, 2003. The NOI serves as the application documentation for the NPDES Phase II Permit that applies to stormwater discharges from storm sewers and drainage ways within the City's jurisdiction for a permit period of five (5) years. The NOI outlined a plan of implementation for six minimum control measures with a target to improve stormwater quality. Those six minimum control measures are:

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

The City of Urbana has developed a plan tailored to the needs of the City, to address the six minimum control measures over the term of their NPDES Phase II Permit. As a part of the NOI, the City defined Best Management Practices (BMPs) for each minimum control measure and established measurable goals for each.

Urbana has worked in cooperation with other MS4s in the urbanized area to share costs and common efforts and to develop a regional consistency in BMPs towards fulfilling the requirements of the NPDES Phase II Stormwater Program. BMPs were chosen that reflect the desire to build upon existing City programs already in place at this time.

Urbana submitted its second Notice of Intent (NOI) to IEPA on January 17th, 2008 for the next five year (2008 to 2013) stormwater permitting cycle. The City received its 2008-2013 ILR40 NPDES permit on February 26th, 2009. During the life of the permit the City will document and record all compliance efforts and report progress annually to IEPA. This document serves as the report for the Year 5 activities.

PERMIT COMPLIANCE ASSESSMENT:

The City proposed in its NOI to implement forty (40) BMPs during Year 5 of its second NOI to address the six required minimum control measures. The City was able to implement to completion all forty (40) of the BMPs. **The City asked the Illinois EPA for an extension on the 3 post-construction BMPs scheduled in the Year 5 activities back in 2010. The City of Urbana has put considerable effort into the protection of water quality within its MS4 and has achieved the statutory goal of implementing all other BMPS identified in the NOI.** The City has been able to build upon past good practices in Pollution Prevention/Good Housekeeping and Illicit Discharge Detection and Elimination in conjunction with due diligence efforts in Public Education and Outreach, Public Participation/Involvement and Construction Site Runoff Control.

For details regarding the implementation of the Year 5 BMPs, please refer to **Attachment A, 2012 NPDES Stormwater Activity Report.**

INFORMATION COLLECTED AND ANALYZED:

The City did not collect stormwater samples for analysis in Year 5. The City continues to maintain a database of observed and reported storm and sanitary sewer problems to develop plans for corrective action to respond to illicit discharges to the storm sewers or surcharge conditions in the sanitary sewers that might cause overflows into the storm sewers or waterways. The City continues annual inspections of the Boneyard Creek within the City limits, and in cooperation with the MS4 partners with the University and the City of Champaign, conduct walk-through inspections of the Boneyard Creek to observe and document visible outfalls and collect information on dry weather flows, sewer pipe structural integrity, overgrowth, erosion and unauthorized discharges.

STORMWATER ACTIVITIES FOR YEAR 6 OF NEW PERMIT:

The Year 6 BMP Summary for the new stormwater discharge permit cycle as proposed in the NOI submitted to IEPA on January 17th, 2008 is included as **Attachment B – 2013-2014 Proposed NPDES Stormwater Activity Report** and describes the City's proposed stormwater activities from April 1, 2013 to March 31, 2014. The City will submit a new NOI later this year, however it is anticipated that a new permit will not be received until after March 2014. Thus next year will be year 6 of the current permit.

OTHER GOVERNMENTAL ENTITY RELIANCE:

Although the City of Urbana is and will continue to participate in and share resources with the Cooperative MS4 Group, it does not rely on another government entity to satisfy its permit obligations.

YEAR 5 CONSTRUCTION PROJECTS:

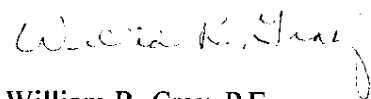
Construction projects that disturbed one acre or more:

- Boneyard Creek Improvements Project
- Philo Road South Reconstruction Project

Construction projects that disturbed less than one acre:

- Willow Road
- Miscellaneous Sewer Repairs (point repairs)

Respectfully submitted,



William R. Gray, P.E.
Director of Public Works
Date: 5/17/2013

ATTACHMENT A - 2012 NPDES STORMWATER ACTIVITY REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION OF YEAR 5 ACTIVITIES
A.1.1	Completed	Public Education and Outreach	Distribute Paper Material	Maintain and update stormwater quality website highlighting Phase 2 regulations and describing permit process and BMPs.	Maintain and update annually.	Update website.	Updated website to include current information on green infrastructure, pending storm sewer projects, and information on implementation of the City's Stormwater Fee.
A.1.2	Completed	Public Education and Outreach	Distribute Paper Material	Distribute written materials which discuss recycling options and stormwater pollution prevention efforts.	Distribute the material at community functions and through other means to the public.	Distribute written materials to the public.	Maintained inventories of printed materials on recycling options, stormwater pollution, green infrastructure, and rain garden construction. Materials on recycling options and stormwater pollution were provided in "Welcome to Urbana" packets sent to all new residents. Printed materials were also available to residents at the Sweetcorn Festival and were available at the Public Works Department Office. All printed materials were also posted on the City website for public access.
A.2.1	Completed	Public Education and Outreach	Speaking Engagement	Be available for speaking engagements to business groups, service clubs, developers, engineers/architects, contractors, and neighborhood groups about Phase 2.	Speak at group engagements when requested.	Be available to speak at group engagements when requested.	Presented information on City's stormwater management program and stormwater pollution reduction efforts to neighborhood associations, businesses, community groups, and professional organizations as part of the Stormwater Utility Fee public outreach efforts.
A.3.1	Completed	Public Education and Outreach	Public Service Announcement	Broadcast Public Service Announcement describing Phase 2 regulations and Urbana's efforts to comply on Public Access TV.	Broadcast one Public Service Announcement annually.	Broadcast one Public Service Announcement.	City posted public service announcements created by the MS4 group on the City website for public access.
A.4.1	Completed	Public Education and Outreach	Community Event	Hazardous material drop-off day for recycling hazardous household waste.	Apply for funding when grant rounds are announced by the IEPA and if successful conduct drop-off days.	Apply for funding if grant is announced and if successful conduct drop-off days.	EPA sponsored a household hazardous waste cleanup day on September 29, 2012. 103 tons of hazardous waste was collected.
A.5.1	Completed	Public Education and Outreach	Class Education Material	Be available to schools for tour/demonstrations of facilities and equipment to provide students an opportunity to become familiar with Urbana's efforts to clean up stormwater runoff.	Speak to classes when requested.	Be available to speak to classes when requested.	No requests for class speaking engagements were received.
A.6.1	Completed	Public Education and Outreach	Other Public Education	Improve communications between Urbana Staff and residents adjacent to projects to keep residents informed on project progress. Publicize and staff a phone line for residents to report sewer problems, and follow-up with resident reports.	Contact all residents adjacent to projects at beginning and end of projects, and at start of major milestones during projects. Publicize and staff phone line for residents to report sewer problems. Follow-up a minimum of once after sewer problems have been reported. BMP will be implemented on an as-needed basis (i.e., as needed for each project or problem.)	Successful residential communications during projects. Successful recording and follow-up of residential sewer complaints.	Resident notification was performed on all Public Works Department Projects. Also utilized City website to inform and update residents about projects. Responded to all drainage, storm sewer, and sanitary sewer complaints that were called into the Public Works Department. Maintained and updated Geographical Information System based drainage complaint process and database.
B.3.1	Completed	Public Participation & Involvement	Stakeholder Meeting	Participate in Salt Fork Watershed Implementation Committee.	Attend committee meetings.	Attend committee meetings.	City maintained membership on the committee but did not attend any meetings in 2012.
B.6.1	Completed	Public Participation & Involvement	Program Coordination	On-going committee meetings of the Cooperating MS4s (City of Urbana, City of Champaign, Village of Savoy, Champaign County, and University of Illinois) to discuss NPDES Phase II requirements.	Hold quarterly meetings.	Hold 4 committee meetings.	Participated in 4 MS4 meetings. Agendas and Minutes on file at Public Works Engineering Division.
B.7.1	Completed	Public Participation & Involvement	Other Public Involvement	Community creek clean-up event.	Sponsor one community creek clean-up event annually.	Sponsor one community creek clean-up event.	Boneyard Creek Community Day held on April 6th 2012. Volunteers cleaned up streamside trash from the Saline Branch
C.1.1	Completed	Illicit Discharge Detection & Elimination	Storm Sewer Map Preparation	Update storm sewer system map annually.	Review and update map annually.	Update storm sewer map.	Reviewed storm sewer map and made revisions where map did not match field observations. Added new storm sewer that was constructed.
C.2.1	Completed	Illicit Discharge Detection & Elimination	Regulatory Control Program	Enforce illegal discharge and illegal dumping ordinances.	Enforce illegal discharge and illegal dumping ordinances.	Enforce illegal discharge and illegal dumping ordinances.	Enforced illegal discharge and illegal dumping ordinances in 2012.

ATTACHMENT A - 2012 NPDES STORMWATER ACTIVITY REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION OF YEAR 5 ACTIVITIES
C.3.1	Completed	Illicit Discharge Detection & Elimination	Detection & Elimination Prioritization Plan	Investigate public reports of illicit discharges.	Continue staffing phone line for residents to call and report complaints. Respond and investigate each report per plan.	Continue hotline. Plan implemented.	Provided secretarial/operational/engineering staff to record and respond to reports of illicit discharge. Three illicit discharges to the storm sewer system were discovered. All illicit discharges were eliminated. No illegal connections to the storm sewer system were discovered.
C.3.2	Completed	Illicit Discharge Detection & Elimination	Detection & Elimination Prioritization Plan	Investigate areas with a pattern of illicit discharges and enforce ordinances.	Implement plan to investigate areas with a pattern of illicit discharges on an as-needed basis, per plan in C.3.1. Levy penalties on an as-needed basis.	Plan implemented.	The Public Works Operations Division cleaned 39,202 linear feet and televised 19,512 linear feet of storm sewer in accordance with the scheduled plan for inspection. Illicit discharges if any are noted and the information provide to the Engineering Division for immediate resolution. Discovered one location where sanitary sewer was leaking into adjacent storm sewer. The leaking sanitary sewer was repaired to eliminate the leak.
C.5.1	Completed	Illicit Discharge Detection & Elimination	Illicit Source Removal Procedures	Facilitate the disconnection of illegal connections from City owned storm sewers.	Facilitate the disconnection of illegal connections from City owned storm sewers, on an as-needed basis.	Connections removed on as-needed basis.	No illegal connections of a private sanitary sewer laterals to the public storm sewer were discovered in 2012.
C.5.2	Completed	Illicit Discharge Detection & Elimination	Illicit Source Removal Procedures	Facilitate the disconnection of illegal connections from privately owned storm and sanitary sewers.	Notify each resident to remove their connection and follow-up to ensure compliance, on an as-needed basis.	Notify residents and follow-up on an as-needed basis.	No illegal connections to private storm sewers were identified in 2012.
C.6.1	Completed	Illicit Discharge Detection & Elimination	Program Evaluation & Assessment	Internal Phase 2 committee to meet and review NPDES Phase 2 illicit discharge program, and implement changes if needed.	Meet annually to review program, and recommend and implement changes if necessary.	Annual meeting conducted.	Held meeting on March 27, 2012 to review illegal discharge and connection program. City budgeted \$8,000 in financial assistance to help property owners eliminate illegal connections to the storm sewer system.
C.6.2	Completed	Illicit Discharge Detection & Elimination	Program Evaluation & Assessment	Annual report to the Urbana-Champaign Sanitary District documenting all sanitary sewer activity and Phase 2 activities.	Submit annual reports to Urbana-Champaign Sanitary District.	Annual reports submitted to District.	The annual report for calendar year 2012 was submitted to the Urbana Champaign Sanitary District in the February 2013.
C.7.1	Completed	Illicit Discharge Detection & Elimination	Visual Dry Weather Screening	Visual inspection of outfalls during dry weather. If needed, perform water quality sampling on suspicious discharges at outfalls.	Inspect storm outfalls once per year during dry weather periods. Perform water quality sampling on suspicious discharges on as-needed basis.	Visually inspect storm outfalls discharging to state waterways.	Inspected all storm sewer outfalls to the Boneyard Creek, the Saline Branch Ditch, McCullough Creek, and the Saint Joseph Drainage District ditch during 2012.
C.9.1	Completed	Illicit Discharge Detection & Elimination	Public Notification	Develop, publicize, and staff a hotline for residents to report illegal discharges.	Daily staffing of existing hotline.	Continued staffing of hotline.	Provided secretarial/operational/engineering staff to record and respond to reports of illicit discharge. Publicizing efforts are ongoing.
C.10.1	Completed	Illicit Discharge Detection & Elimination	Other Illicit Discharge Controls	Inspect each new development to inspect for illegal connections.	Inspect each development. Number of inspections dependant on number of developments.	Inspect each development.	The Building Safety Division of Community Development and the Engineering Division of Public Works inspected building and site construction activities for single-family residential, multi-family residential, commercial/industrial, and institutional development in the period from March 2012 through March 2013 to detect and remove illegal connections to the storm sewers.
D.1.1	Completed	Construction Site Runoff Control	Regulatory Control Program	Enforce erosion and sediment control ordinance.	Enforce erosion and sediment control ordinance.	Enforce erosion and sediment control ordinance.	Enforced erosion and sediment control ordinances in 2012 through permitting program.
D.2.1	Completed	Construction Site Runoff Control	Erosion and Sediment Control BMPs	Distribute and update erosion/sediment control BMP Standard Practice Manual.	Distribute and update BMP Standard Practice Manual.	Distribute and update BMP Standard Practice Manual.	Manual of Practice was posted on the City website for public access.
D.3.1	Completed	Construction Site Runoff Control	Other Waste Control Programs	Enforce construction site waste regulations in erosion and sediment control ordinance.	Enforce construction site waste regulations in erosion and sediment control ordinance.	Enforce construction site waste regulations.	Construction site waste regulations are being enforced as part of the erosion control permit program.
D.4.1	Completed	Construction Site Runoff Control	Site Plan Review Procedures	Review erosion control plans submitted by developers for each project.	Complete review of each soil erosion and sediment control plan, on as-needed basis. Perform field inspection.	Review each project submitted.	The Engineering Division conducted reviews of all erosion control plans submitted. The Engineering Division also performed field inspections of all erosion control plans submitted.

ATTACHMENT A - 2012 NPDES STORMWATER ACTIVITY REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION OF YEAR 5 ACTIVITIES
D.5.1	Completed	Construction Site Runoff Control	Public Information Handling Procedures	Publicize and staff a hotline for residents to report soil erosion/sediment non-compliance. Follow through with resident complaints and take appropriate action against contractors, as needed.	Publicize and staff a hotline. Investigate complaints and take appropriate action on as-needed basis.	Staff a hotline. Investigate complaints and take action as required.	Provided secretarial/operational/engineering staff to record and respond to complaints. Appropriate actions were taken in accordance with erosion and sediment control ordinance.
D.6.1	Completed	Construction Site Runoff Control	Site Inspection & Enforcement Procedures	Conduct construction site inspections.	Inspect all construction sites weekly or after rain events > 0.5 inches.	Inspections conducted weekly or after rain events > 0.5-inches.	Site inspections conducted on all sites weekly or after any significant rainfall event.
E.1.1	Extended	Post-Construction Runoff Control	Community Control Strategy	Develop standards for post-construction BMPs	Develop standards for post-construction BMPs	Standards for post-construction BMPs developed. Manual of Practice Updated.	City requested an extension from IEPA for this BMP in December 2010.
E.2.1	Extended	Post-Construction Runoff Control	Regulatory Control Program	Review and update storm water ordinance to require post-construction BMPs in new development	Review and update storm water ordinance	Ordinance revisions effective	City requested an extension from IEPA for this BMP in December 2010.
E.3.1	Extended	Post-Construction Runoff Control	Long Term O&M Procedures	Review ordinance and update to require post-construction operation and maintenance plan for proposed BMPs.	Review and update storm water ordinance	Ordinance revisions effective	City requested an extension from IEPA for this BMP in December 2010.
E.4.1	Extended	Post-Construction Runoff Control	Pre-Construction Review of BMP Designs	Review submitted plans for compliance with "Design Manual of Practice" standards regarding post-construction BMPs	Develop a plan review procedure for post-construction BMP design. Review submitted plans on a as-submitted basis	Plan review procedure completed. Plans reviewed on an as-submitted basis	City requested an extension from IEPA for this BMP in December 2010.
E.5.1	Extended	Post-Construction Runoff Control	Site Inspections during Construction	Inspect developments during construction phase to verify proper installation of post-construction BMPs	Develop inspection procedures. Weekly inspections of each project	Plan review procedure completed. Weekly inspections of construction projects	City requested an extension from IEPA for this BMP in December 2010.
E.6.1	Extended	Post-Construction Runoff Control	Post-Construction Inspections	Inspection of post-construction runoff BMPs to verify that BMPs are functioning properly.	Develop inspection procedures. Inspection of each project as needed to verify compliance with plans.	Inspection procedures completed. Monthly inspection of construction projects	City requested an extension from IEPA for this BMP in December 2010.
F.1.1	Completed	Pollution Prevention & Good Housekeeping	Employee Training Program	Salt and calcium application training for snow plow applicators.	Conduct training annually for all snow plow operators.	Training session completed.	Training session completed in October 2012.
F.1.2	Completed	Pollution Prevention & Good Housekeeping	Employee Training Program	Provide training to employees who have routine contact with chemical substances.	Provide annual Material Safety Datasheet (MSD) training for 100% of employees who have routine contact with chemical substances.	Training session completed.	The Public Works Department Safety Manual is updated on an as needed basis. Safety briefings are provided to all new employees and they are familiarized with the contents of the Safety Manual. Those individuals that will have routine contact with chemical substances are shown the location of the MSDs and advised of the proper handling procedures. Those individuals who deal with pesticide and herbicide application are licensed by the Illinois Department of Agriculture and certified by testing and continued training for those activities.
F.1.3	Completed	Pollution Prevention & Good Housekeeping	Employee Training Program	Training for abatement and containment of hazardous material spills.	Conduct annual training for 100% of firefighters.	Training session completed.	Training session completed.
F.1.4	Completed	Pollution Prevention & Good Housekeeping	Employee Training Program	Pesticide and herbicide application training.	Annually review licensing. Provide annual training for all employees who apply pesticides or herbicides as part of their job duties.	License review and training session completed.	Those individuals who deal with pesticide and herbicide application are licensed by the Illinois Department of Agriculture and certified by testing and continued training for those activities.

ATTACHMENT A - 2012 NPDES STORMWATER ACTIVITY REPORT

BMP ID	STATUS	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 5 MILESTONE	DESCRIPTION OF YEAR 5 ACTIVITIES
F.2.1	Completed	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Storm sewer cleaning.	Perform routine maintenance and cleaning of storm sewer system and catch basins.	Annual maintenance conducted.	The Public Works Operation Division has an existing plan for routine cleaning and televising both storm and sanitary sewers over a period of 14 years. The storm sewers are completed in a continuous 7 year period and the sanitary sewers are completed in the next 7 year period. That does not include the routine cleaning and televising that occurs before every project undertaken by the City where appropriate. The scheduled work was completed with 39,202 linear feet of storm sewer cleaned and 19,512 linear feet of storm sewer televised.
F.2.2	Completed	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Storm inlet and manhole inspection and cleaning.	Inspect and clean all manholes and inlets as necessary.	Complete inspection of storm manholes and inlets, clean as necessary.	The Public Works Operation Division has an existing plan for routine cleaning and inspection both storm and sanitary sewers manholes/inlets over a period of 14 years. The storm sewers are completed in a continuous 7 year period and the sanitary sewers are completed in the next 7 year period. That does not include the routine cleaning and inspection that occurs before every project undertaken by the City where appropriate.
F.2.3	Completed	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Street Sweeping.	Sweep central business district 20 times per year and residential and arterial streets 5 times per year, weather permitting.	Complete street sweeping.	Sweeping occurred as scheduled. Approximately 6,043 miles of streets and parking lots were swept and materials collected were transported to an approved land disposal facility.
F.2.4	Completed	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Inspect Boneyard Creek for eroding stream banks or other signs of instability and erosion. Make recommendations for repairs as needed.	Inspect Boneyard Creek annually. Make repair recommendations, and construct repairs, on an as-needed basis	Inspection completed. Repairs recommended and constructed, as-needed.	The Boneyard Creek inspection was completed by City Staff during 2012. Vegetation control and trash removal were performed in 2012.
F.4.1	Completed	Pollution Prevention & Good Housekeeping	Municipal Operations Waste Disposal	Control vehicle and equipment washing by performing all washes in enclosed washing bay which drains directly to sanitary sewer.	Wash public works vehicles and equipment as needed in enclosed bays which drain directly to sanitary sewer.	Use enclosed bay to wash all vehicles.	In accordance with City policy all automobiles, vans and trucks were washed in local commercial facilities where size allows. Larger trucks and equipment are washed inside the Public Works Garages which are equipped with oil and grease separators that discharge to the sanitary sewer or washed outside in the waste collection pit area which drains to the sanitary sewer.
F.4.2	Completed	Pollution Prevention & Good Housekeeping	Municipal Operations Waste Disposal	Oil and fluid disposal program to dispose of oils and fuels by a licensed waste hauler.	Disposal of wastes by a licensed waste hauler. Dispose of oil every other month for oil. Dispose of other fluids as needed.	Disposal of oils every other month; other fluids as needed.	All fleet waste products are picked up and disposed of by Crystal Clean. Manifests, invoices and purchase orders are on file in the Fleet office at Public Works. In 2012, 10,880 gallons of used oil, contaminated fuel, used ethylene glycol, and naphtha were collected by Crystal Clean.
F.4.3	Completed	Pollution Prevention & Good Housekeeping	Municipal Operations Waste Disposal	Landscape Recycling Center (LRC).	Continue to provide the public a landscape waste drop-off location at the LRC.	Continue to Operate the LRC.	The LRC was open for operation from 8 am to 4 pm Monday through Friday from mid-December to March 1 and from 8 am to 4 pm Monday through Saturday from March 1 through mid-December.
F.6.1	Completed	Pollution Prevention & Good Housekeeping	Other Municipal Operations Controls	Maintain "Snow & Ice Control Plan" procedure manual and update to document all procedures required for compliance with NPDES Phase 2.	Annual review and update of manual.	Complete review and update of manual.	The annual "Snow & Ice Control Plan" update was completed in October 2012.
F.6.2	Completed	Pollution Prevention & Good Housekeeping	Other Municipal Operations Controls	Maintain Fire Department's hazardous spill response plan and update as needed to comply with NPDES Phase 2.	Annual review and update of plan.	Complete review and update of plan.	The Manual update was issued in 2012.

ATTACHMENT B - 2013-2014 PROPOSED NPDES STORMWATER ACTIVITY REPORT



BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 6 MILESTONE
A.1.1	Public Education and Outreach	Distribute Paper Material	Maintain and update stormwater quality website highlighting Phase 2 regulations and describing permit process and BMPs.	Maintain and update annually.	Update website.
A.1.2	Public Education and Outreach	Distribute Paper Material	Distribute written materials which discuss recycling options and stormwater pollution prevention efforts.	Distribute the material at community functions and through other means to the public.	Distribute written materials to the public.
A.2.1	Public Education and Outreach	Speaking Engagement	Be available for speaking engagements to business groups, service clubs, developers, engineers/architects, contractors, and neighborhood groups about Phase 2.	Speak at group engagements when requested.	Be available to speak at group engagements when requested.
A.3.1	Public Education and Outreach	Public Service Announcement	Broadcast Public Service Announcement describing Phase 2 regulations and Urbana's efforts to comply on Public Access TV.	Broadcast one Public Service Announcement annually.	Broadcast one Public Service Announcement.
A.4.1	Public Education and Outreach	Community Event	Hazardous material drop-off day for recycling hazardous household waste.	Apply for funding when grant rounds are announced by the IEPA and if successful conduct drop-off days.	Apply for funding if grant is announced and if successful conduct drop-off days.
A.5.1	Public Education and Outreach	Class Education Material	Be available to schools for tour/demonstrations of facilities and equipment to provide students an opportunity to become familiar with Urbana's efforts to clean up stormwater runoff.	Speak to classes when requested.	Be available to speak to classes when requested.
A.6.1	Public Education and Outreach	Other Public Education	Improve communications between Urbana Staff and residents adjacent to projects to keep residents informed on project progress. Publicize and staff a phone line for residents to report sewer problems, and follow-up with resident reports.	Contact all residents adjacent to projects at beginning and end of projects, and at start of major milestones during projects. Publicize and staff phone line for residents to report sewer problems. Follow-up a minimum of once after sewer problems have been reported. BMP will be implemented on an as-needed basis (i.e., as needed for each project or problem.)	Successful residential communications during projects. Successful recording and follow-up of residential sewer complaints.
B.3.1	Public Participation & Involvement	Stakeholder Meeting	Participate in Salt Fork Watershed Implementation Committee.	Attend committee meetings.	Attend committee meetings.
B.6.1	Public Participation & Involvement	Program Coordination	On-going committee meetings of the Cooperating MS4s (City of Urbana, City of Champaign, Village of Savoy, Champaign County, and University of Illinois) to discuss NPDES Phase II requirements.	Hold quarterly meetings.	Hold 4 committee meetings.
B.7.1	Public Participation & Involvement	Other Public Involvement	Community creek clean-up event.	Sponsor one community creek clean-up event annually.	Sponsor one community creek clean-up event.

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BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 6 MILESTONE
C.1.1	Illicit Discharge Detection & Elimination	Storm Sewer Map Preparation	Update storm sewer system map annually.	Review and update map annually.	Update storm sewer map.
C.2.1	Illicit Discharge Detection & Elimination	Regulatory Control Program	Enforce illegal discharge and illegal dumping ordinances.	Enforce illegal discharge and illegal dumping ordinances.	Enforce illegal discharge and illegal dumping ordinances.
C.3.1	Illicit Discharge Detection & Elimination	Regulatory Control Program	Investigate public reports of illicit discharges.	Continue staffing phone line for residents to call and report complaints. Respond and investigate each report per plan.	Continue hotline. Plan implemented.
C.3.2	Illicit Discharge Detection & Elimination	Detection & Elimination Prioritization Plan	Investigate areas with a pattern of illicit discharges and enforce ordinances.	Implement plan to investigate areas with a pattern of illicit discharges on an as-needed basis, per plan in C.3.1. Levy penalties on an as-needed basis.	Plan implemented.
C.5.1	Illicit Discharge Detection & Elimination	Detection & Elimination Prioritization Plan	Facilitate the disconnection of illegal connections from City owned storm sewers.	Facilitate the disconnection of illegal connections from City owned storm sewers, on an as-needed basis.	Connections removed on as-needed basis.
C.5.2	Illicit Discharge Detection & Elimination	Illicit Source Removal Procedures	Facilitate the disconnection of illegal connections from privately owned storm and sanitary sewers.	Notify each resident to remove their connection and follow-up to ensure compliance, on an as-needed basis.	Notify residents and follow-up on an as-needed basis.
C.6.1	Illicit Discharge Detection & Elimination	Program Evaluation & Assessment	Internal Phase 2 committee to meet and review NPDES Phase 2 illicit discharge program, and implement changes if needed.	Meet annually to review program, and recommend and implement changes if necessary.	Annual meeting conducted.
C.6.2	Illicit Discharge Detection & Elimination	Program Evaluation & Assessment	Annual report to the Urbana-Champaign Sanitary District documenting all sanitary sewer activity and Phase 2 activities.	Submit annual reports to Urbana-Champaign Sanitary District.	Annual reports submitted to District.
C.7.1	Illicit Discharge Detection & Elimination	Visual Dry Weather Screening	Visual inspection of outfalls during dry weather. If needed, perform water quality sampling on suspicious discharges at outfalls.	Inspect storm outfalls once per year during dry weather periods. Perform water quality sampling on suspicious discharges on as-needed basis.	Visually inspect storm outfalls discharging to state waterways.
C.9.1	Illicit Discharge Detection & Elimination	Public Notification	Develop, publicize, and staff a hotline for residents to report illegal discharges.	Daily staffing of existing hotline.	Continued staffing of hotline.
C.10.1	Illicit Discharge Detection & Elimination	Other Illicit Discharge Controls	Inspect each new development to inspect for illegal connections.	Inspect each development. Number of inspections dependant on number of developments.	Inspect each development.
D.1.1	Construction Site Runoff Control	Regulatory Control Program	Enforce erosion and sediment control ordinance.	Enforce erosion and sediment control ordinance.	Enforce erosion and sediment control ordinance.
D.2.1	Construction Site Runoff Control	Erosion and Sediment Control BMPs	Distribute and update erosion/sediment control BMP Standard Practice Manual.	Distribute and update BMP Standard Practice Manual.	Distribute and update BMP Standard Practice Manual.
D.3.1	Construction Site Runoff Control	Other Waste Control Programs	Enforce construction site waste regulations in erosion and sediment control ordinance.	Enforce construction site waste regulations in erosion and sediment control ordinance.	Enforce construction site waste regulations.
D.4.1	Construction Site Runoff Control	Site Plan Review Procedures	Review erosion control plans submitted by developers for each project.	Complete review of each soil erosion and sediment control plan, on as-needed basis. Perform field inspection.	Review each project submitted.

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BMP ID	BMP CATEGORY	BMP SUBCATEGORY	BMP DESCRIPTION	MEASURABLE GOAL	YEAR 6 MILESTONE
D.5.1	Construction Site Runoff Control	Public Information Handling Procedures	Publicize and staff a hotline for residents to report soil erosion/sediment non-compliance. Follow through with resident complaints and take appropriate action against contractors, as needed.	Publicize and staff a hotline. Investigate complaints and take appropriate action on as-needed basis.	Staff a hotline. Investigate complaints and take action as required.
D.6.1	Construction Site Runoff Control	Site Inspection & Enforcement Procedures	Conduct construction site inspections.	Inspect all construction sites weekly or after rain events > 0.5 inches.	Inspections conducted weekly or after rain events > 0.5-inches.
E.1.1	Post-Construction Runoff Control	Community Control Strategy	Develop standards for post-construction BMPs	Distribute and update BMP Standard Practice Manual.	Standards for post-construction BMPs developed. Manual of Practice updated.
E.2.1	Post-Construction Runoff Control	Regulatory Control Program	Review and update storm water ordinance to require post-construction BMPs	Review and update storm water ordinance	Ordinance revisions effective.
E.3.1	Post-Construction Runoff Control	Long Term O&M Procedures	Review ordinance and update to require post-construction operation and maintenance plan for proposed BMPs	Review and update storm water ordinance	Ordinance revisions effective.
E.4.1	Post-Construction Runoff Control	Pre-Const Review of BMP Designs	Review submitted plans for compliance with "Design Manual of Practice" standards regarding post-construction BMPs	Develop plan review procedure for post-construction BMP design. Review submitted plans on an as-needed basis	Plan review procedures completed. Plans reviewed on an as-needed basis
E.5.1	Post-Construction Runoff Control	Site Inspections During Construction	Inspect developments during construction phase to verify proper installation of post-construction BMPs	Develop inspection procedures. Weekly inspections of each Project	Plan review procedures completed. Weekly inspection of construction projects.
E.6.1	Post-Construction Runoff Control	Post-Construction Inspections	Inspection of post-construction runoff BMPs to verify that BMPs are functioning properly	Develop inspection procedures. Inspection of each project as needed to verify compliance with plans.	Inspection procedures completed. Monthly inspection of construction projects.
F.1.1	Pollution Prevention & Good Housekeeping	Employee Training Program	Salt and calcium application training for snow plow applicators.	Conduct training annually for all snow plow operators.	Training session completed.
F.1.2	Pollution Prevention & Good Housekeeping	Employee Training Program	Provide training to employees who have routine contact with chemical substances.	Provide annual Material Safety Datasheet (MDS) training for 100% of employees who have routine contact with chemical substances.	Training session completed.
F.1.3	Pollution Prevention & Good Housekeeping	Employee Training Program	Training for abatement and containment of hazardous material spills.	Conduct annual training for 100% of firefighters.	Training session completed.
F.1.4	Pollution Prevention & Good Housekeeping	Employee Training Program	Pesticide and herbicide application training.	Annually review licensing. Provide annual training for all employees who apply pesticides or herbicides as part of their job duties.	License review and training session completed.
F.2.1	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Storm sewer cleaning.	Prepare schedule for routine maintenance of storm sewer system and catch basins. Implement maintenance program.	Annual maintenance conducted.

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F.2.2	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Storm inlet and manhole inspection and cleaning.	Inspect and clean all manholes and inlets as necessary.	Complete inspection of storm manholes and inlets, clean as necessary.
F.2.3	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Street Sweeping.	Sweep central business district 20 times per year and residential and arterial streets 5 times per year, weather permitting.	Complete street sweeping.
F.2.4	Pollution Prevention & Good Housekeeping	Inspection and Maintenance Program	Inspect Boneyard Creek for eroding stream banks or other signs of instability and erosion. Make recommendations for repairs as needed.	Inspect Boneyard Creek annually. Make repair recommendations, and construct repairs, on an as-needed basis	Inspection completed. Repairs recommended and constructed, as-needed.
F.4.1	Pollution Prevention & Good Housekeeping	Municipal Operations Waste Disposal	Control vehicle and equipment washing by performing all washes in enclosed washing bay which drains directly to sanitary sewer.	Wash public works vehicles and equipment as needed in enclosed bays which drain directly to sanitary sewer.	Use enclosed bay to wash all vehicles.
F.4.2	Pollution Prevention & Good Housekeeping	Municipal Operations Waste Disposal	Oil and fluid disposal program to dispose of oils and fuels by a licensed waste hauler.	Disposal of wastes by a licensed waste hauler. Dispose of oil every other month for oil. Dispose of other fluids as needed.	Disposal of oils every other month; other fluids as needed.
F.4.3	Pollution Prevention & Good Housekeeping	Municipal Operations Waste Disposal	Landscape Recycling Center (LRC).	Continue to provide the public a landscape waste drop-off location at the LRC.	Continue to Operate the LRC.
F.6.1	Pollution Prevention & Good Housekeeping	Other Municipal Operations Controls	Maintain "Snow & Ice Control Plan" procedure manual and update to document all procedures required for compliance with NPDES Phase 2.	Annual review and update of manual.	Complete review and update of manual.
F.6.2	Pollution Prevention & Good Housekeeping	Other Municipal Operations Controls	Maintain Fire Department's hazardous spill response plan and update as needed to comply with NPDES Phase 2.	Annual review and update of plan.	Complete review and update of plan.