



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, 2014 To March, 2015

Permit No. ILR40 0499

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

Name: City of Woodstock Mailing Address 1: 326 Washington Street
Mailing Address 2: _____ County: McHenry
City: Woodstock State: IL Zip: 60098 Telephone: (815) 338-6118
Contact Person: Al Wilson, P.E. Email Address: awilson@woodstockil.gov
(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 Woodstock

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 checked="" 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))

Al Wilson

Owner Signature:

Al Wilson, P.E.

Printed Name:

5/29/15

Date:

City Engineer

Title:

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

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

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

MARCH 2014 TO FEBRUARY 2015 REPORTING PERIOD

CITY OF WOODSTOCK, ILLINOIS

A. CHANGES TO BEST MANAGEMENT PRACTICES

There was one change to the City's Stormwater Management Program during the period from March 2014 to February 2015.

BMP No. E.7 Other Post-Construction Runoff Controls

The City has developed an inventory of the public and private detention facilities, along with a form for documenting the results of facility inspections. Public detention facilities are a higher priority than private detention facilities, since the City has the primary responsibility to maintain these facilities. The City will commit to beginning annual inspections of the public detention facilities in Year 13. But, due to current staff levels, private detention facilities will only be inspected on an as-needed basis. This change will allow the City to focus its detention facility inspections on the facilities it can most readily effect if maintenance is needed.

B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS

The City of Woodstock committed to a number of stormwater BMPs in order to meet the requirements of the NPDES Phase II stormwater program. The following is a status report on each of the BMPs and the activities that were undertaken during the March 2014 to February 2015 reporting period. The status or progress for each of the measurable goals related to these BMPs is presented below.

BMP No. A.1 Distributed Paper Material

The City Scene is a booklet that is mailed to all residents three times per year. The City Manager's Newsletter is a weekly publication that is available on the City web site. Each year, the City Scene or the City Manager's newsletter will include at least one article on topics such as: the impacts of stormwater discharges on water bodies; the steps that the public can take to reduce pollutants in stormwater runoff; the hazards associated with illegal discharges and improper disposal of waste; and green infrastructure.

Measurable Goal(s), including frequencies: Produce and include one article per year related to stormwater quality, pollution prevention, and related items for the City Scene or the City Manager's Newsletter.

Milestones: Year 12: Produce and include one article for the City Scene or the City Manager's Newsletter.

BMP Status: In Year 12, the City Manager's Newsletter included articles titled: *Help Keep Phosphorus out of Our Waterways* (March 21, 2014), *Street Sweeping* (April 4, 2014), *Earth Day* (April 18, 2014), *Adopt-A-Highway* (April 25, 2014), and *Lawn Maintenance* (May 2, 2014). The City also distributes the Rain Garden Installation Guidelines to interested residents. These guidelines are displayed in the front lobby at Public Works and on the Engineering and Development page of the City's website.

BMP No. A.6 Other Public Education

The City marks storm drains to improve public awareness about improper discharges to the drainage system and to reduce the occurrence of these discharges.

Measurable Goal(s), including frequencies: Revise the City of Woodstock's development ordinances in Year 7 to require all future castings to include a warning against dumping in storm drains. Promote public participation in future years.

Milestones: Year 12: Complete one volunteer program to stencil storm drains.

BMP Status: The City requires that all new developments and road reconstruction projects install inlets with "Dump No Waste – Drains to River" cast into them. No volunteer programs for storm drain stenciling were completed in Year 12.

BMP No. B.7 Other Public Involvement

Measurable Goal(s), including frequencies: Annually inform residents of a telephone number for reporting stormwater related issues including: ordinance violations, construction site soil erosion and sediment control violations, maintenance issues, and illicit discharges. Publicize the telephone number using the City's web site and in City newsletters. Document the number of resident reports received annually.

Milestones: Year 12: Inform residents of the existence of a telephone number for reporting stormwater related issues. Document the number of resident reports received.

BMP Status: The Engineering and Development page of the City's website informs residents of a telephone number for reporting stormwater related issues. On March 31, 2014, the City was notified of a section of eroded creek bank, which the City re-graded and stabilized with vegetation as soon as weather permitted. On February 18, 2015, the City received a report that a restaurant grease trap had been emptied into a storm sewer inlet.

BMP No. B.7 Other Public Involvement

The City promotes an Adopt-a-Highway program for interested local organizations to collect and remove trash and litter along public roadways which would otherwise be washed into the drainage system. Trash and litter are removed from each Adopt-a-Highway location a minimum of three times per year.

Measurable Goal(s), including frequencies: Provide materials and supplies to local sponsors for scheduled Adopt-a-Highway clean-up efforts and provide public information to promote new locations and opportunities.

Milestones: Year 12: Provide materials and clean-up support of designated Adopt-a-Highway programs.

BMP Status: The City has 18 Adopt-a-Highway locations. During Year 12, a total of 168 garbage bags of debris were collected at these 18 locations.

BMP No. C.1 Storm Sewer Map Preparation

The City has a GIS-based storm sewer map for the entire storm sewer system, including the location of all known outfalls and the names of the waters that receive discharges from those outfalls.

Measurable Goal(s), including frequencies: The GIS database has been compiled and the City will now work to complete annual updates of that record to correct errors, fill in missing information, and add data from new construction.

Milestones: Year 12: Annual update of GIS database, as funds allow.

BMP Status: The storm sewer map was last updated in April 2012.

BMP No. C.3 Detection/Elimination Prioritization Plan

Title 6, Chapter 4, Article B.6-B.7 of the City Code effectively prohibits non-stormwater discharges into the storm sewer system. Title 1, Chapter 4.1 implements appropriate enforcement procedures and actions. Outfalls within the City limits are inspected for evidence of non-stormwater discharges into the storm sewer system.

Measurable Goal(s), including frequencies: Prepare detailed location maps and inventory information in Year 7. Conduct and document annual site inspections for all identified outfalls.

Milestones: Year 12: Conduct and document annual inspection of outfalls.

BMP Status: All of the City's storm sewer outfalls were inspected in December 2014. No signs of illicit discharges were noted during these inspections.

The City was notified of an incident in which a diesel fuel spill on August 26, 2014 was hosed into the storm sewer system. The City required the offender to clean out the storm sewer structure to prevent additional pollution.

On February 18, 2015, the City received a report that a restaurant grease trap had been emptied into a storm sewer inlet. McHenry County Department of Health investigated the complaint but their findings were inconclusive.

BMP No. C.10 Other Illicit Discharge Controls

The City conducted a SSES field study during the summer of 2008 that included approximately 75% of the total City area. That study included sanitary sewer manhole inspections, smoke testing, dye water flooding, and television inspection of both storm sewers and sanitary sewers. The final report and recommendations from the SSES were prepared and submitted to the City Council in April 2009.

Measurable Goal(s), including frequencies: Annual implementation of 2009 SSES Report recommendations.

Milestones: Year 12: Plan, schedule, and complete recommended sewer improvements.

BMP Status: None of the recommendations from the SSES were implemented during Year 12.

BMP No. D.1 Regulatory Control Program

The Woodstock Stormwater Ordinance, which is based upon the McHenry County Stormwater Management Ordinance, is the regulatory mechanism used to require erosion and sediment controls on construction sites.

Measurable Goal(s), including frequencies: Revise the Woodstock Stormwater Ordinance when appropriate, based on revisions and changes made by McHenry County, review and approve local permits, provide audit information to McHenry County.

Milestones: Year 12: Annual review of McHenry County Ordinance and documentation of all permits issued.

BMP Status: The City is certified by the County to enforce the Ordinance within its corporate limits.

BMP No. D.4/D.6 Site Plan Review/Inspection/Enforcement Procedures

The City reviews proposed site plans for conformance with the Woodstock Stormwater Ordinance prior to issuing permits for development. The Ordinance requires erosion and sediment control BMPs along with the control of construction material debris. Ongoing projects are inspected regularly by City staff to ensure compliance with the Ordinance. Inspections are also performed in response to complaints received from the public. Insufficient erosion control measures are addressed promptly.

Measurable Goal(s), including frequencies: Evaluate all new construction to ensure compliance with the Woodstock Stormwater Ordinance. Review and approve engineering for new developments based on the Ordinance requirements and enforce the Ordinance.

Milestones: Year 12: Include soil erosion and sediment control measures as part of the permit review process.

BMP Status: During the reporting period, the City issued 17 stormwater management permits. A site plan was reviewed prior to issuing each permit.

BMP No. E.5 Site Inspections During Construction

The Woodstock Stormwater Ordinance, which is based upon the McHenry County Stormwater Management Ordinance, is the regulatory mechanism used to address post-construction runoff from new development and redevelopment projects. Ongoing projects are inspected regularly by the owner or the owner's agent and inspection reports are submitted to the City for review. The Community Development and Public Works Departments also inspect development sites periodically during construction and in response to complaints received from the public.

Measurable Goal(s), including frequencies: Perform monthly site visits and inspections, as well as site visits and inspections following major rain events.

Milestones: Year 12: Perform periodic site inspections to ensure installation and maintenance of soil erosion and sediment control measures.

BMP Status: During the reporting period, 167 construction site inspection reports were submitted for City review.

BMP No. E.7 Other Post-Construction Runoff Controls

The City will inspect public stormwater detention facilities annually and private stormwater detention facilities when necessary. Maintenance needs for public facilities will be addressed by the City as soon as possible. Maintenance needs for private facilities, when necessary, will be communicated to the owners of private facilities, along with guidelines for performing the maintenance.

Measurable Goal(s), including frequencies: Develop an inventory of publicly and privately owned stormwater facilities. Prepare a form for documenting the results of each inspection. Track the number of detention facility inspections each year.

Milestones: Year 12: Document the results of each stormwater detention facility inspection.

BMP Status: The City has developed an inventory of the public and private detention basins, along with a form for documenting the results of each inspection. In Year 13, the City will begin documenting the results of each stormwater detention facility inspection and tracking the number of inspections.

BMP No. F.1 Employee Training Program

The Public Works Department currently conducts a significant amount of employee training. Existing training includes the following: three to six months of on-the-job training with a senior employee; training on proper vehicle operation and maintenance; first-response hazardous materials training; and various other programs and "wet-weather-day" training activities. A formal training program to educate Public Works

staff on the City's stormwater management program will be incorporated into the existing training program.

Measurable Goal(s), including frequencies: Annually conduct formal stormwater pollution prevention training for City employees focusing on topics such as: dry weather observation of outfalls, illicit discharge tracing and source removal procedures, soil erosion and sediment control practices, and green infrastructure. Document the date, topic, and attendees for employee training.

Milestones: **Year 12:** Select staff will receive relevant training at seminars and workshops.

BMP Status: On October 23-24, 2014, 14 City employees each attended one day of the 2014 De-Icing Workshop presented by APWA-Lake Branch and Lake County Stormwater Management Commission. This workshop provided training on sensible salting practices for roads, parking lots, and sidewalks.

BMP No. F.2 Inspection and Maintenance Program

The City has many operational policies designed to prevent stormwater pollution associated with municipal operations. All fleet maintenance and washing is done in the Public Works garage. Floor drains are tributary to triple traps, which remove oil, grease and sediment prior to discharging to the sanitary sewer system. Road salt is stored in a covered shelter. Lubricant and oil spills resulting from equipment maintenance are cleaned up using oil absorbing compounds to the maximum extent possible. Storm sewers are jetted, debris is removed from catch basins, and streets are swept.

Measurable Goal(s), including frequencies: Implement good housekeeping practices at City facilities. Inspect and maintain the stormwater management system to prevent stormwater pollution from municipal operations.

Milestones: **Year 12:** Perform fleet maintenance indoors. Keep material storage piles covered. Clean up spills using absorbent materials. Clean storm sewer pipes, manholes, and catch basins. Sweep City streets and parking lots.

BMP Status: During the reporting year, the City repaired 68 storm sewer inlets. The City also maintained or replaced 22 drainage structures, swept 1,109 miles of streets, cleaned 4 miles of drainage ditches, and restored a section of eroded creek bank.

BMP No. F.3 Municipal Operations Stormwater Control

The City manages its fertilizer use by doing soil testing prior to application and determining appropriate fertilizer application rates.

Measurable Goal(s), including frequencies: Perform soil tests at park sites prior to application of fertilizers. Match fertilizer type and application to specific soil conditions to reduce fertilizer runoff in surface waters.

Milestones: Year 12: Annual test of park site and management of fertilizer applications.

BMP Status: The City performed soil tests at Bates Park, Prairie Ridge Park, Davis Road Park, and Merryman Fields Park in 2008 in order to determine the type and quantity of fertilizer needed in each location. Each of the selected parks abuts a detention pond or low-lying area. The soil tests indicated similar nutrient needs at each location. Between 2008 and 2012, the City regularly applied 33-0-3 fertilizer in June and 20-10-10 fertilizer in October. The City's current park maintenance program does not involve fertilizer application on any regular basis and weeding is performed as needed.

BMP No. F.6 Other Municipal Operations Controls

The City provides pet waste collection units in public parks to encourage proper disposal of pet waste.

Measurable Goal(s), including frequencies: Install and maintain pet waste receptacles and service receptacles on a regular basis.

Milestones: Year 12: Continue to provide and service pet waste facilities in major park sites.

BMP Status: The City provides pet waste facilities in Emricson Park, Tara Park, Birch Road Park, and Banford Park. Each facility is serviced twice per week. Approximately 21,000 pet waste bags were utilized at the facilities in Year 12.

C. INFORMATION AND DATA COLLECTION RESULTS

Throughout the reporting year, water quality tests were performed upstream and downstream of the City's North Plant. The following parameters were recorded each week: temperature, pH, nitrogen (as ammonia), dissolved oxygen, and biological oxygen demand.

D. SUMMARY OF NEXT REPORTING PERIOD STORMWATER ACTIVITIES

The City plans to undertake the following activities during the March 2015 to February 2016 reporting period:

BMP No. A.1 Distributed Paper Material

Measurable Goal(s), including frequencies: Produce and include one article per year related to stormwater quality, pollution prevention, and related items for the City Scene or the City Manager's Newsletter.

Milestones: Year 13: Produce and include one article for the City Scene or the City Manager's Newsletter.

BMP No. A.6 Other Public Education

Measurable Goal(s), including frequencies: Revise the City of Woodstock's development ordinances in Year 7 to require all future castings to include a warning against dumping in storm drains. Promote public participation in future years.

Milestones: Year 13: Complete one volunteer program to stencil storm drains.

BMP No. B.7 Other Public Involvement

Measurable Goal(s), including frequencies: Annually inform residents of a telephone number for reporting stormwater related issues including: ordinance violations, construction site soil erosion and sediment control violations, maintenance issues, and illicit discharges. Publicize the telephone number using the City's web site and in City newsletters. Document the number of resident reports received annually.

Milestones: Year 13: Inform residents of the existence of a telephone number for reporting stormwater related issues. Document the number of resident reports received.

BMP No. B.7 Other Public Involvement

Measurable Goal(s), including frequencies: Provide materials and supplies to local sponsors for scheduled Adopt-a-Highway clean-up efforts and provide public information to promote new locations and opportunities.

Milestones: Year 13: Provide materials and clean-up support of designated Adopt-a-Highway programs.

BMP No. C.1 Storm Sewer Map Preparation

Measurable Goal(s), including frequencies: The GIS database has been compiled and the City will now work to complete annual updates of that record to correct errors, fill in missing information, and add data from new construction.

Milestones: Year 13: Annual update of GIS database, as funds allow.

BMP No. C.3 Detection/Elimination Prioritization Plan

Measurable Goal(s), including frequencies: Prepare detailed location maps and inventory information in Year 1. Conduct and document annual site inspections for all identified outfalls.

Milestones: Year 13: Conduct and document annual inspection of outfalls.

BMP No. C.10 Other Illicit Discharge Controls

Measurable Goal(s), including frequencies: Annual implementation of 2009 SSES Report recommendations.

Milestones: Year 13: Plan, schedule, and complete recommended sewer improvements.

BMP No. D.1 Regulatory Control Program

Measurable Goal(s), including frequencies: Revise the Woodstock Stormwater Ordinance when appropriate, based on revisions and changes made by McHenry County, review and approve local permits, provide audit information to McHenry County.

Milestones: Year 13: Annual review of McHenry County Ordinance and documentation of all permits issued.

BMP No. D.4/D.6 Site Plan Review/Inspection/Enforcement Procedures

Measurable Goal(s), including frequencies: Evaluate all new construction to ensure

compliance with the Woodstock Stormwater Ordinance. Review and approve engineering for new developments based on the Ordinance requirements and enforce the Ordinance.

Milestones: Year 13: Include soil erosion and sediment control measures as part of the permit review process.

BMP No. E.5 Site Inspections During Construction

Measurable Goal(s), including frequencies: Perform monthly site visits and inspections, as well as site visits and inspections following major rain events.

Milestones: Year 13: Perform periodic site inspections to ensure installation and maintenance of soil erosion and sediment control measures.

BMP No. E.7 Other Post-Construction Runoff Controls

Measurable Goal(s), including frequencies: Develop an inventory of publicly and privately owned stormwater facilities. Prepare a form for documenting the results of each inspection. Track the number of detention facility inspections each year.

Milestones: Year 13: Document the results of each stormwater detention facility inspection.

BMP No. F.1 Employee Training Program

Measurable Goal(s), including frequencies: Annually conduct formal stormwater pollution prevention training for City employees on topics such as: dry weather observation of outfalls using the outfall reconnaissance inventory, illicit discharge tracing and source removal procedures, and green infrastructure. Document the date, topic, and attendees for employee training.

Milestones: Year 13: Select staff will receive relevant training at seminars and workshops.

BMP No. F.2 Inspection and Maintenance Program

Measurable Goal(s), including frequencies: Implement good housekeeping practices at City facilities. Inspect and maintain the stormwater management system to prevent stormwater pollution from municipal operations.

Milestones: Year 13: Perform fleet maintenance indoors. Keep material storage piles covered. Clean up spills using absorbent materials. Clean storm sewer pipes, manholes, and catch basins. Sweep City streets and parking lots.

BMP No. F.3 Municipal Operations Stormwater Control

Measurable Goal(s), including frequencies: Perform annual soil test of park sites prior to application of fertilizers. Match fertilizer type and application to specific soil conditions to reduce fertilizer runoff in surface waters.

Milestones: Year 13: Apply no fertilizer to park sites. Weed park sites as needed.

BMP No. F.6 Other Municipal Operations Controls

Measurable Goal(s), including frequencies: Install and maintain pet waste receptacles and service receptacles on a regular basis.

Milestones: Year 13: Continue to provide and service pet waste facilities in major park sites.

E. NOTICE OF QUALIFYING LOCAL PROGRAM

The City of Woodstock is not relying on any other government entity to satisfy permit obligations.

F. CONSTRUCTION PROJECTS CONDUCTED DURING REPORTING PERIOD

For the period from March 2014 to March 2015, the City initiated and/or completed the following construction projects:

- Dean Street SRTS Sidewalk Improvements
- Autumn Ridge Relief Storm Sewer