



NPDES Small MS4 General Permit (OHQ000002) Annual Reporting Form

Instructions for completing this form:

- OHQ000002 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:
Ohio Environmental Protection Agency
Division of Surface Water
Storm Water Program – Small MS4
P.O. Box 1049
Columbus, Ohio 43216-1049

Small MS4 Annual Report for Year: 2011		
Ohio EPA Facility Permit Number: 1GQ00011*BG		
Name of MS4: CITY OF HAMILTON		
Primary Contact: DARLA S. BOKENO		Title: ADMINISTRATIVE SPECIALIST III
Mailing Address: 345 HIGH STREET; Suite 410		
City: HAMILTON	Zip Code: 45011	County: BUTLER
Telephone Number: 513-785-7211		Email Address: BOKENOD@CI.HAMILTON.OH.US

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

See attached organizational charts.

Note that the City of Hamilton is responsible for each aspect of the Storm Water Management Program.

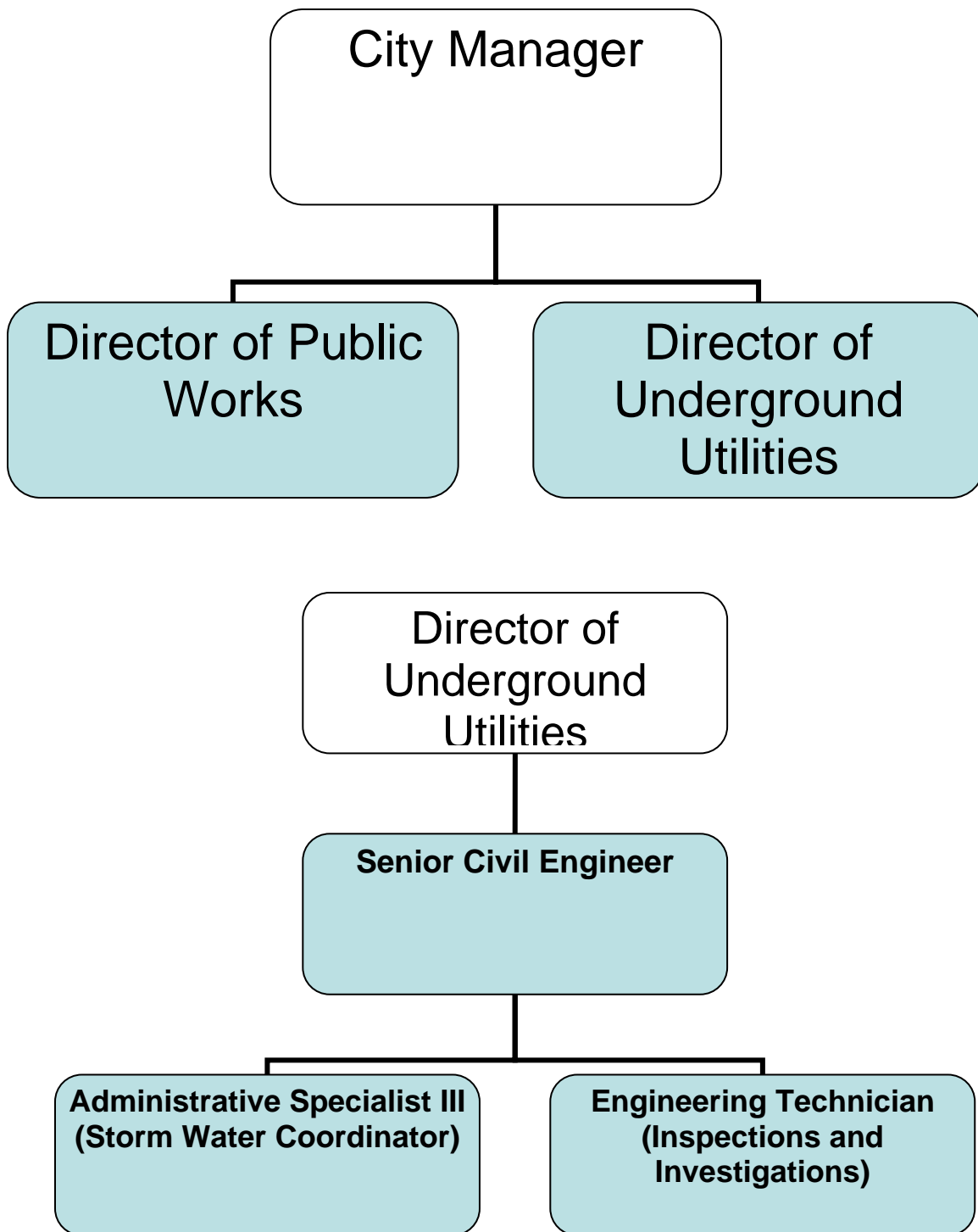
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

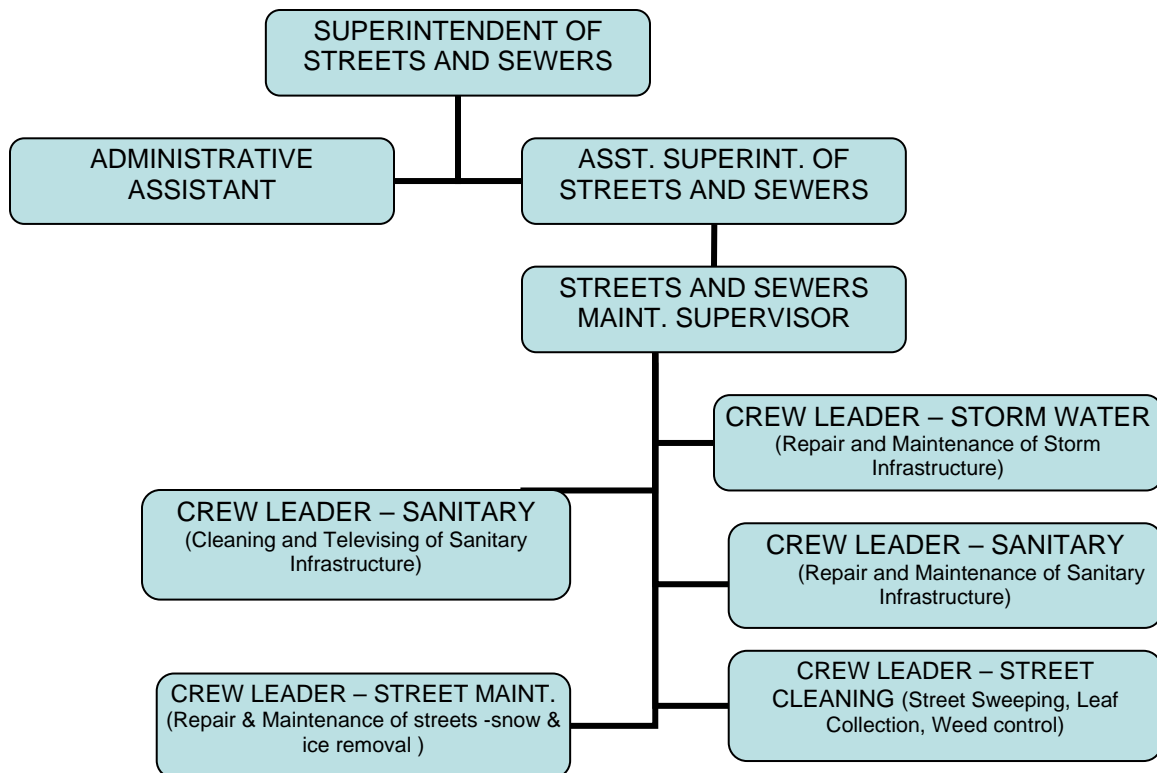
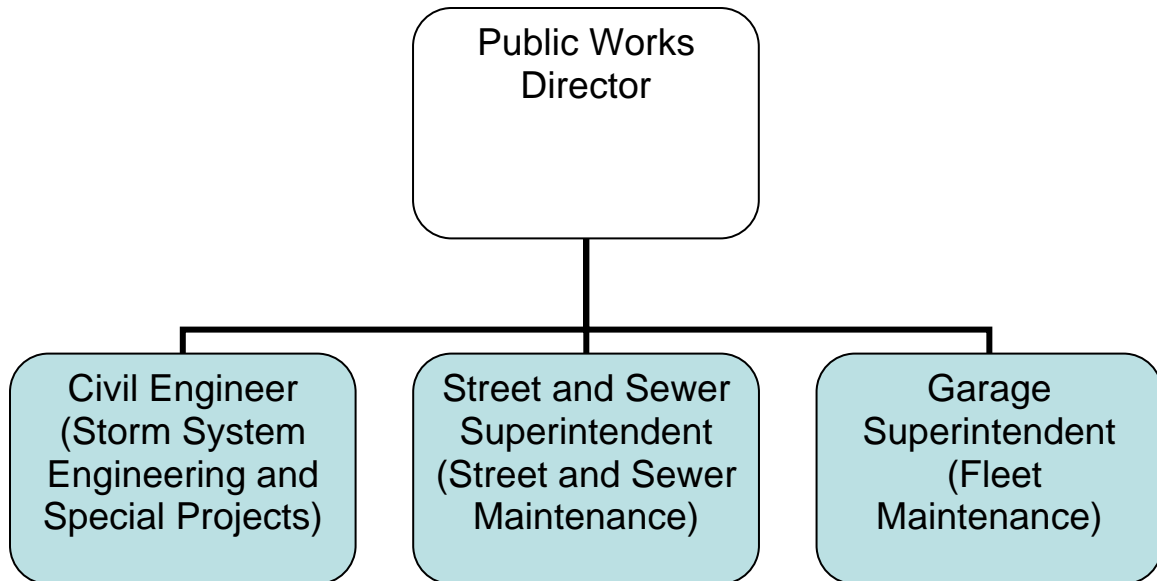
Print Name: Joshua A. Smith

Print Title: City Manager

Signature: _____

Date: _____





PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 61,000

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Billboards	Number of Cars Passing per Day	April – Request for Volunteers for Citywide Clean Up and Great Miami River Sweep May through December – “Only Rain in the Drain” and the number to report illegal dumping	General Public – Low Income Neighborhood and Middle Income Neighborhood	50%	359 People volunteered at the Citywide Clean Up and 41 for River Clean Up. 146 Calls were logged in 2011 for clogged catch basins and illegal discharges to the storm sewer system Total traffic passing signs per day was 22,800 per day for Route 4 South of Route 129 and 13,600 per day for Pyramid Hill Blvd by Columbia Road	Yes
Coordinator						
Storm Drain Labels	Number of labels applied	“NO DUMPING – Drains to Great Miami River” labels applied to Storm Drains	General Public – Middle Income and High Income Neighborhoods	10%	146 Calls were logged in 2011 for clogged catch basins and illegal discharges to the storm sewer system.	Yes
Coordinator						
Earth Day Booth	Number of Fliers distributed	Animal Pet Waste Disposal and Rain Garden Information	Downtown Hamilton Employees	30%	The event held on April 21, 2011 was well attended by the people working downtown. Fliers, pens, bumper stickers and magnets were distributed to those that attended.	Yes
Coordinator						



BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
River Days Booth	Number of Fliers Distributed	Storm Water Pollution Prevention, Animal Waste Disposal and Rain Garden Information	General Public	30%	The event was well attended. The booth included an interactive game for children to play and receive a stamp toward entry in a raffle for a new bike. Fliers, pens, bumper stickers and fans were distributed to those that attended.	Yes
Coordinator						
Butler County Children's Water Festival	Number of students attending from Hamilton	Water Conservation and the water cycle	Students 4 th – 6 th Grade	5%	Out of 1123 students attending the festival – Hamilton had 239 students present. The students were exposed to many variations of the theme and learned a great deal about the water cycle	Yes
Coordinator as a member of the Festival Committee comprised of various county agencies						
EnviroNews	Number of Newsletters sent out	<u>April Mailing</u> – Citywide Clean up and River sweep; Volunteer options to stencil drains or adopt a stream; Protecting water Quality from Urban Runoff (erosion prevention) <u>December Mailing</u> – Winter stormwater pollution prevention; Volunteer options to label drains or adopt a stream; Recycling do's and don'ts.	General Public- Utility Customers	100%	23,000 newsletters were printed and distributed in all utility bills sent to customers 146 Calls were logged in 2011 for clogged catch basins and illegal discharges to the storm sewer system	Yes
Coordinator						



BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Teacher Education	Number of Teachers Trained	Water Cycle, Stream Table, weather and rain, enviroscape, composting	Elementary School Science Teachers	60%	Butler County Soil and Water Conservation District offers teacher education events that cover various topics. Hamilton will pay a stipend for a substitute teacher to be hired so that a teacher can attend. In 2011-7 Teachers – representing 6 of the 8 Elementary School Science Teachers	Yes
Butler County Soil and Water Conservation District						
Garfield Jr High Career Education Day	Number of Students	Stormwater Management, public works activities as a career	8 th Grade Students	50%	Public Works Staff attended the career day and distributed storm water education materials to the students as well as discussing the benefits of a career in public works.	Yes
Public Works Staff						
Wilson Jr. High Storm Water Education	Number of Students	Storm Water Management and Rain Gardens	7 th and 8 th Grade Science Students	50%	Coordinator presented stormwater management goals and benefits of rain gardens as well as having students participate in interactive watershed game.	Yes
Coordinator						
Gear Girls Y Camp	Number of Students	Water Cycle, Using GIS	5-6 Grade After School Program	13 students	After school program to expose girls to science including the water cycle and pollutant run off.	Yes
Coordinator						

PUBLIC EDUCATION & OUTREACH

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Billboards	Number of cars passing billboard to date	Stormwater Pollution Prevention Volunteer for River Sweep or City Wide Clean Up	Lower to middle income families	20%	Two Billboard themes – one in April and the other in May, August and September	April, May, August and September – two themes – two different billboards per theme.
Coordinator						
Storm Drain Labels	Number of labels placed.	Dump no waste	General Public	Additional 10%	To place storm drain markers in several neighborhoods	April to October
Coordinator						
Local Festival Booths	Number of materials distributed	Household hazardous waste disposal, storm water pollution prevention and conservation	General Public	10%	Booths are planned at Earth Day and Great Miami River Days, and other opportunities that may arise.	Earth Day in April Great Miami River Days in September
Coordinator						

PUBLIC EDUCATION & OUTREACH

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Butler County Children's Water Festival	Number of children from Hamilton Schools attending	Water Conservation and Water Cycle	Elementary School Children	5%	Day long festival where each school group gets to attend 4 educational hands on sessions involving water issues	October
Coordinator						
Environews Newsletter	Number of newsletters distributed	Erosion prevention, recycling and sanitary sewer overflow prevention	Hamilton Utility customers	80%	Two newsletters with multiple articles on various storm water and pollution prevention topics to be inserted into all Hamilton Utility bills	April and November
Coordinator						
Teacher Education	Number of Teachers Trained	Storm Water Runoff and use of plants in rain gardens to minimize runoff	Elementary to High School Science Teachers	5%	Teachers from area schools will be trained on water issues and how to educate their students on the water issues that effect Butler County	Throughout 2012
Butler County Soil and Water Conservation District						

PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
<p>City Wide Clean Up</p> <p>Coordinator and Streets Superintendent are a member of the committee</p>	Tons of garbage removed	Keep garbage out of the storm drains	<p>Lower and Middle Income Neighborhoods</p> <p>Neighborhoods Included – Field of Hope, Lindenwald, Rossville, North End and Roosevelt School.</p>	359	128.05 Tons of Debris 6.54 Tons of Tires	Yes
<p>Great Miami River Clean Sweep</p> <p>Coordinator and Senior Civil Eng are members of the committee</p>	Tons of Garage Removed	Protect the River and become a steward	<p>Low to Middle Income – Participants targeted were scouting groups, High School Students and Community Service Workers from the Area Courts</p>	<p>Two Locations of the County Wide Clean up</p> <p>Dam Overlook - 9 volunteers</p> <p>Joyce Park – 31 volunteers</p>	<p>Dam Overlook 10 bags of garbage</p> <p>Joyce Park –25 bags of garbage</p>	Yes
<p>Storm Drain Labeling</p> <p>Civic Groups from around the city volunteer to install labels – Coordinator oversees the program</p>	Number of Labels Applied	Keep garbage out of the storm drains	Middle Class Neighborhoods	<p>Miller Coors Volunteer Group – 42</p> <p>School Service Volunteers – 43</p> <p>Community Volunteers - 3</p>	<p>100 labels were applied to storm catch basins West of North B Street; 60 labels to catch basins near Ridgewood Elementary; 50 labels around Downtown Hamilton, 50 labels near Brookwood and Winston and 20 labels near Wilson Jr. High School.</p> <p>Total applied in 2012 - 280</p>	Yes

PUBLIC INVOLVEMENT/PARTICIPATION

- Summarize activities you plan to undertake during the next reporting cycle.

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
<p>City Wide Clean Up</p> <p>Coordinator and Streets Superintendent are a member of the committee</p>	Tons of garbage removed	Keep garbage out of the storm drains	<p>Lower and Middle Income Neighborhoods</p> <p>Neighborhoods Included – Bailey Square, Lindenwald, Rossville, North End and Roosevelt School.</p>	400	Clean up of garbage, litter and collection of tires in lower class ethnic neighborhoods. Target is 6 locations for 2012	Clean up will occur First Saturday in May
<p>Great Miami River Clean Sweep</p> <p>Coordinator and Senior Civil Eng are members of the committee</p>	Tons of Garage Removed	Protect the River and become a steward	<p>Low to Middle Income – Participants targeted were scouting groups, High School Students and Community Service Workers from the Area Courts</p>	50	Clean up of River banks along Bike Path from Dam Overlook to Joyce Park	Clean up will occur First Saturday in May
<p>Storm Drain Labeling</p>	Number of Labels Applied	Keep garbage out of the storm drains	Middle Class Neighborhoods	10	<p>Several of the area schools now have Green Teams that have taken an active interest in labeling the storm drains. Hamilton has also hired a volunteer coordinator that will assist in finding</p>	Spring, Summer and Fall 2012



Civic Groups from around the city volunteer to install labels – Coordinator oversees the program					volunteers to help with this effort.	
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ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Ordinance Complete	Yes	http://www.hamilton-city.org		Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
Storm Sewer System Map	Map Completed	Yes	Map is updated as system is modified or features are discovered during routine maintenance activities		Yes
Civil Engineer and Engineering Technicians					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
HSTS Mapping and List	NO HSTS connected to storm sewer system	Yes	Hamilton does not permit any connection to the storm sewer system from HSTS		Yes
Health Department					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
IDDE Plan	To adopt an IDDE plan	Yes	Standard procedures have been compiled into a formal plan.		Yes
Coordinator and Civil Engineer with support of Engineering Technicians					



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges:		Effective (Yes or No)
					Identified*	Eliminated	
Dry-Weather Screening of Outfalls Total # of Outfalls 273 Engineering Technicians perform under the oversight of the coordinator	Number of outfalls screened per year	Yes	81	0	0	0	Yes

*Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.

ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism			
Storm Sewer System Map	Features Mapped or updated	Map will be updated as new or revised data is received from field crews.	Year long process
Civil Engineer and Engineering Technicians			
HSTS Mapping and List	No HSTS's that discharge to the storm system		
Health Department			
IDDE Plan			
Coordinator and Civil Engineer with support of Engineering Technicians			



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

Dry-Weather Screening of Outfalls	Number of Outfalls Screened	Two Mile Creek will be completed in 2012	Year Long Process
Engineering Technicians perform under the oversight of the coordinator			

CONSTRUCTION SITE RUNOFF CONTROL

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)	
Ordinance or Other Regulatory Mechanism Coordinator and City Engineer	Enforce City Ordinances	Y	www.hamilton-city.org		Storm Water Inspector Trained and is actively inspecting and enforcing construction sites with OEPA General Permits	Y	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Standards Being Used		Summary of Results or Activities	Effective (Yes or No)	
Sediment and Erosion Control Requirements Civil Engineer	Continue emphasis on plan reviews to identify projects that have runoff potential and requirement of OEPA General Storm Water NPDES Permit.	Y	OEPA Construction General Permit		All construction projects disturbing more than 1 acre of land are required to show proof that an OEPA Construction General Permit has been obtained.	Y	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)	
Complaint Process Civil and Associate Engineers	Respond to all complaints and document in Site Inspection Database	Y	Received	Followed-Up On	No complaints were received this year.	Y	
			0	0			
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
Site Plan Review Procedures Senior and Civil Engineers	Number of plans reviewed	Y	11	11	All plans involving construction that impacts the exterior of a property are routed to Public Works for review that included impact to storm water runoff.	Y	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
Site Inspection Procedures	Inspect active construction	Y	# of Applicable Sites	# Performed	Avg. Frequency	All active construction sites are inspected monthly and inactive sites are inspected quarterly	Y
			31	84	3		



Senior and Civil Engineers	sites at least 4 times and Maintain Site Inspection Database					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
Enforcement Procedures Senior and Civil Engineers	Continue implementation of enforcement procedures allowable under ordinance	Y	42	0	Construction sites that have erosion and sediment control issues are issued a written notice. No escalation of enforcement has been required.	Y

*Include an attachment which identifies applicable sites within your jurisdiction for this reporting period.

CONSTRUCTION SITE RUNOFF CONTROL

- Summarize activities you plan to undertake during the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism Coordinator and City Engineer	Enforce City Ordinances	Continue to enforce City Ordinances as they pertain to Construction Site Runoff Control	Year Long
Sediment and Erosion Control Requirements Civil Engineer	Plans reviewed that require sediment and erosion control	Continue emphasis on plan reviews to identify projects that have runoff potential and requirement of OEPA General Storm Water NPDES Permit.	Year Long
Complaint Process Civil and Associate Engineers	Respond to all complaints and document in Site Inspection Database	Establish a process to review active construction sites on a quarterly basis and respond to complaints as needed	Year Long
Site Plan Review Procedures Senior and Civil Engineers	Number of Plans reviewed	Continue emphasis on plan reviews to identify projects that have runoff potential and requirement of OEPA General Storm Water NPDES Permit.	Year Long



Site Inspection Procedures	Inspect active construction sites monthly and inactive sites quarterly; Maintain Site Inspection Database	Continue process of reviewing active construction sites and respond to complaints as needed	Year Long
Senior and Civil Engineers			
Enforcement Procedures	Continue implementation of enforcement procedures allowable under ordinance	Enforce all violations found	Year Long
Senior and Civil Engineers			

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Enforce City Ordinances	Y	www.hamilton-city.org		City Ordinances were enforced.	Y
Coordinator and City Engineer						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used		Summary of Results or Activities	Effective (Yes or No)
Post-Construction Requirements	Plans reviewed that require post construction runoff control	Y	OEPA Construction General Permit		All construction projects disturbing more than 1 acre of land are required to show proof that a OEPA Construction General Permit has been obtained.	Y
Senior and Civil Engineers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures	Plans Reviewed	Y	2	2	All plans and subdivision plats are reviewed to ensure inclusion of appropriate runoff control after construction.	Y
Senior and Civil Engineers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
Site Inspection Procedures	Continue Site Inspections	Y	169	2	All City detention basins were inspected and documented in City database. Violation letters sent to all basin owners that had deficiencies.	Y
Engineering Technicians						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		



Enforcement Procedures	Continue implementation and enforcement of ordinance	Y	83	0	All City detention basins were inspected and documented in City database. Violation letters sent to all basin owners that had deficiencies.	Y
Civil and Associate Engineers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements	Implement Long Term O & M Plans and Agreements required under ordinance	Y	0	0	No new subdivisions submitted for review in 2012 that required Long Term Control Plans	Y
Senior and Civil Engineers						

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Enforce City Ordinances	Continue enforcement of City Ordinances that pertain to Post Construction Runoff Control Structures	Year Long
Coordinator and City Engineer			
Post-Construction Requirements	Plans reviewed that require post construction runoff control	Continue emphasis on plan reviews to identify projects that have runoff potential and requirement of OEPA General Storm Water NPDES Permit.	Year Long
Senior and Civil Engineers			
Site Plan Review Procedures	Number of Plans reviewed	Continue emphasis on plan reviews to identify projects that have runoff potential and requirement of OEPA General Storm Water NPDES Permit.	Year Long
Senior and Civil Engineers			
Site Inspection Procedures	Continue Site Inspections	Inspect all sites to determine compliance with established standards	Inspect all Storm Water Detention Structures at least twice in 2012
Engineering Technicians			



Enforcement Procedures	Continue implementation and enforcement of ordinance	Enforce established ordinance and established standards as needed	Year Long
Civil and Associate Engineers			
Long-Term O&M Plans/Agreements	Implement Long Term O & M Plans and Agreements required under ordinance	Require all new subdivision developments to have long term O & M Plans or agreements in place	Year Long
Senior and Civil Engineers; Senior Planner			

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
Employee Training Program	Number of employees trained	Y	*Public Education *Illicit Discharge Detection *Work Site Housekeeping *Storm Water Pervious Pavement Options	*Engineering * Supervision/ Engineering * Field Crew * Supervision/ Engineering	*2 *2 *30 *2	Key staff attended state wide presentation on all topics except work site clean up which was a safety tailgate meeting presented to all field staff	Y
Coordinator							
List of Municipal Facilities Subject to Program					O&M Procedures Developed for Facilities (Yes or No)	# of Facility Inspections Performed	Frequencies of Such Inspections
Municipal Garage					Y	1	1
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
	Catch Basins and leads are cleaned on a complaint basis with problematic areas cleaned on a once a month basis. Major creeks and drainage ditches are monitored after severe weather to ensure all blockages are cleared.			9,645 feet of storm main cleaned and repaired 346 feet of storm main 1,797feet of storm catch basin leads cleaned and 239 feet of leads repaired 503 catch basins and trash racks were cleaned and 75 catch basins were repaired 6 Manhole Structures were Cleaned and 14 were repaired.			
Disposal of Wastes	Procedures Developed (Yes or No)		Document Amounts of Wastes Properly Disposed				
	Yes		1200 gallons of waste oil were produced this year and burned in an onsite waste oil heater				
Road Salt	Covered (Yes or No)		Tons Used	Summarize Measures Taken to Minimize Usage			
	Yes		2,424	Streets are pretreated with liquid Calcium Chloride prior to major predicted storm events to minimize the amount of salt applied. High traffic areas are treated most heavily and secondary residential streets are treated sparingly.			
Pesticide &	Procedures Developed (Yes or No)		Gallons Used	Summarize Measures Taken to Minimize Usage			



Herbicide Usage	Yes	48	Every effort is made to minimize the quantity of product applied to problem areas. All applications are properly measured and applied based on established application guidelines.
Fertilizer Usage	Procedures Developed (Yes or No)		Pounds Used
	Yes		26,500
Street Sweeping	Procedures Developed (Yes or No)		Summarize Measures Taken to Minimize Usage
	Yes		Every effort is made to minimize the quantity of product applied to problem areas. All applications are properly measured and applied based on established application guidelines. All Fertilizer was applied on municipal golf courses.
Flood Management Projects	Procedures Developed (Yes or No)		Document Amount of Material Collected and Properly Disposed
	Yes		4,163 tons of material were collected in a storage pit at the Water Reclamation Facility at 2451 River Road and transported to the Rumpke Transfer Station; 20 tons were disposed of directly to the Rumpke Transfer Station on No Third Street. The City also collected 1,837 cu. yds of leaves.
Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality			
Hicks Creek South of Columbia Road – stabilized 250 feet of creek bank. Other miscellaneous projects through out the city installed 102 feet retaining wall along a drainage way by Stahlheber Road, replaced 269 catch basins and installed 1200 feet of underdrain.			

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

- Summarize activities you plan to undertake for the next reporting cycle.

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Employee Training Program	Number of employees trained	Proper disposal of waste oils How to Respond to leaking hydraulic hoses and equipment	Summer of 2012
Coordinator			
List of Facilities Subject to Program	Storm Water Pollution Prevention Plan	Conduct Annual Inspection of Facility	March 2012
Coordinator and Garage Committee			
MS4 Maintenance	Feet of main and number of catch basins cleaned	Continue to work through the list of problematic catch basins and continue routine checks of problem areas	Year Long
Street and Sewer Division			
Disposal of Wastes	Gallons of waste oil disposed of	Continue practice of collection of waste oil for burning in waste oil heaters during winter months	Year Long
Coordinator and Garage Superintendent			
Road Salt	Tons of salt applied to city streets	Continue practice of keeping salt storage piles covered and pre application of calcium chloride to road surface to minimize salt application	Year Long
Street and Sewer Superintendent			
Pesticide & Herbicide Usage	Gallons of product used	Continue to minimize application of products	Spring/Summer 2012



Street and Sewer and Parks and Recreation Divisions			
Fertilizer Usage	Pounds of product used	Continue to minimize application of products	Spring/Summer 2012
Parks and Recreation Division			
Street Sweeping	Tons of debris disposed of properly	To continue street sweeping routes and proper disposal of debris collected	Year Long
Street and Sewer Division			
Flood Management Projects	Feet of stream bank repaired	Continue to search for eroding stream bank locations to repair.	Hicks Creek North of Great Miami in planning complete September 2012 Shaffers Creek to begin Fall 2012
Street and Sewer Division			

PROPOSED CHANGES TO YOUR SWMP (IF ANY)

- Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

VARIANCES GRANTED (IF ANY)

- Identify and summarize any variances granted under your storm water program.