

City of Rolling Meadows
NPDES Phase II Annual Report - Permit Year 2
Permit Number ILR400435



Prepared by

Public Works Department
City of Rolling Meadows
3900 Berdnick Street
Rolling Meadows, Illinois 60008

May 2005

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

Complete each section of this report.

REPORT PERIOD:	FROM: March 2004	TO: March 2005
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MS4 OPERATOR INFORMATION: (As it appears on the current permit)

NAME: City of Rolling Meadows	TELEPHONE NUMBER: 847-963-0500	
MAILING ADDRESS: 3600 Kirchoff Road		
CITY: Rolling Meadows	STATE: IL	ZIP: 60008
CONTACT PERSON: Fred Vogt, Director of Public Works (Person responsible for Annual Report)		

NAME(S) OF GOVERNMENTAL ENTITY(IES) IN WHICH MS4 IS LOCATED: (As it appears on the current permit)

Cook County	

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 checked="" 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"/>

Construction Site Storm Water Runoff Control

BMP D.1, D.4 Permitting Procedures

The City did not meet its measurable goal of amending site development permit procedures in Permit Year 2. Changes proposed to BMP's and measurable goals cited in the City's NOI are as follows:

- Year 3: The City will amend the permitting procedures to require the applicant to verify submittal of a NOI for Construction Site Activities to the IEPA as required.
- Year 4-5: The City will implement the permitting procedures.

Post-Construction Runoff Control

BMP E.2 City Ordinance Code

The City did not meet its measurable goal of making draft revisions to the Code of Ordinances in Permit Year 2 that would require new development projects to include control measures that protect water quality and reduce the discharge of pollutants. Changes proposed to BMP's and measurable goals cited in the City's NOI are as follows:

- Year 3: The City Attorney will complete a draft of revisions to City Ordinance Codes.
- Year 4: The City Council will consider and adopt revisions to the Code of Ordinances.
- Year 5: The City will implement and enforce the Code of Ordinances.

Information required by this form must be provided to comply with 415 ILCS 5/39 (1996). Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

BMP E.3 Long Term Maintenance

The City did not meet its measurable goal for Permit Year 2 to address long-term stormwater facility maintenance agreements as a part of new development projects. Changes proposed to BMP's and measurable goals cited in the City's NOI are as follows:

- Year 3: The City will complete a draft of development policy revisions assigning responsibility for long-term maintenance and operation of new storm sewers and stormwater drainage improvements.
- Year 4: The City Council will consider and approve revisions to the development policy.
- Year 5: The City will implement and enforce the development policy revisions.

No other changes to BMP's and measurable goals outlined for Permit Year 3 in the City of Rolling Meadows Notice of Intent (NOI) is currently planned.

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.

Status of Compliance with Permit Conditions

The City of Rolling Meadows has substantially complied with all applicable conditions of its NPDES Phase II Permit for the MS4 system during this reporting period.

Assessment of Appropriateness of Identified BMP's

At this time, it is the opinion of City staff that the City of Rolling Meadows NOI includes Best Management Practices that are effective and appropriate for minimizing stormwater pollution.

Progress Towards a Reduction in Pollutants Discharged

Based on the achievement of measurable goals for Permit Year 2, it is the opinion of City staff that satisfactory progress has been made towards the goal of reducing the discharge of pollutants to the MEP.

Progress Towards Achievement of Measurable Goals Identified for Permit Year 2

The status of progress towards achieving identified measurable goals for each of the minimum control measures is presented below.

BMP A. Public Education And Outreach

BMP A.1 Informational Material and Brochures

The goal of this program is to increase the awareness of impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.

Year 2: The City of Rolling Meadows will make the informational material and brochures available at the Public Works Department and City Hall.

In 2004 the Public Works Department distributed and/or made the following material and brochures available:

- "A Creek Without a Name Becomes a Community Asset", Land and Water; January/February 2005
- "A Citizen's Guide to Maintaining Stormwater Best Management Practices", Lake County Stormwater Management Commission; December 2002
- "Protecting Water Quality from Urban Runoff" U.S. EPA; February, 2003
- "Rain Gardens, A Household Way to Improve Water Quality in Your Community", University of Wisconsin - Extension and Wisconsin Department of Natural Resources; 2002
- "Storm Water Best Management Practices Start at Home", University of Illinois Extension; 2000
- "Salt Creek Watershed – Restoring Balance", Salt Creek Watershed Network; January 2002
- "Stormwater Fees", City of Rolling Meadows Committee-of-the-Whole Report; January 18, 2005

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The City met its measurable goal of obtaining informational material and brochures that increase awareness of the impacts of stormwater discharges on water bodies and steps that the public can take to reduce pollutants in stormwater runoff.

BMP A.3 Newsletter Articles

The goal of this program is to increase the awareness of impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.

Year 2: The City of Rolling Meadows will include a stormwater and/or water quality related article in the City newsletter each year.

The City published the following articles in the "News and Views", a monthly newsletter that is sent to all residents of Rolling Meadows:

- "Forestry Program Contributes to Environmental Quality", May, 2004
- "City Has Unusual Opportunity to Create Salt Creek Nature Center" July, 2004
- "City Engineer to Create Concept Plan for Salt Creek Wetlands", August, 2004
- "City Considers Engineer's Proposal to Create Salt Creek Wetlands Plan", September, 2004
- "Salt Creek Friends to Set Goals at February 23 Meeting", February, 2005
- "Friends of Salt Creek to Start Cleanup with April 23 Work Day", April, 2005

The City exceeded its measurable goal of including a stormwater and/or water quality related article in the City "News and Views" newsletter once a year. ■

BMP A.6 Web Site Links

The goal of this program is to increase the awareness of impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.

Year 2: The City of Rolling Meadows will create a website link on the Public Works Department web page to at least one of the stormwater links identified in Permit Year 1.

The City has included the following links in the Public Works Department Stormwater Management page on the City's website:

- www.epa.gov/npdes/index.cfm
- www.epa.gov/npdes/stormwatermonth
- www.epa.state.il.us
- www.saltcreekwatershed.org

Links to copies of the City of Rolling Meadows NPDES Phase II Annual Reports for Permit Years 1 and 2 are also provided on the Internet. The City met its measurable goal of including links on the City's website that include information on water quality issues.

BMP B. Public Participation/Involvement

BMP B.2, B.5, B.6. Participation in Local Water Quality and Stream Enhancement Activities

This program has the goal of encouraging active public participation in ambient water quality programs and increasing the visibility of water quality and stream enhancement issues.

Year 2: The City of Rolling Meadows will identify participants in local water quality and stream enhancement activities such as high schools, businesses and youth groups.

Active participation in water quality programs was achieved by assisting the formation of "Friends of the Creek".

"Friends of the Creek" meetings in October 2004 and February, March 2005 attracted large numbers of neighborhood residents and representatives from local environmental organizations including the Salt Creek

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Watershed Network, Wind Star Foundation, and North Cook County SWCD. This spring 43 volunteers from "Friends of the Creek", the Willow Creek Community Church S.T.R.I.V.E. Program (*Students Turning Responsibility Into Valuable Experience*) and staff from the City of Rolling Meadows, Palatine Park District, and Cook County Forest Preserve District held a cleanup day along Salt Creek that focused on removal of litter and invasive buckthorn. Through "Friends of the Creek" the City of Rolling Meadows received a \$550 grant from the Earthwatch Institute and a \$200 donation from Onyx Waste Services to purchase native trees, shrubs and perennials for habitat improvement and streambank stabilization.

In 2004 the Public Works Department also participated in Bio-Field Day at Rolling Meadows High School by setting up a learning station. The purpose of Bio-Field Day is to present biological and ecological subject matter to freshman science classes that cycle through the stations during the day. Presentations were made to approximately 400 students. The Public Works Department staff will provide 4 learning stations at the 2005 Bio-Field Day event.

In Year 2 the Mayor appointed a member of the City Council to represent the community on the Northwest Municipal Conference "Stormwater Committee". Interest and involvement of local officials in stormwater management at the county and regional level reflects greater public awareness and understanding of pollution control and water quality issues.

The City exceeded its measurable goal of identifying potential participants in water quality or stream enhancement programs.

BMP B.7 Citizens Report Form

The goal of this program is to provide active citizen participation in detection of illicit discharges to the storm sewer system and problems with drainage features.

Year 2: The Public Works Department will track citizen e-mail reports of illicit discharges by location and problem and will continue to address problems in a timely manner.

The City provides a "Citizens Report Form" on the Internet (www.cityrm.org) which allows citizens to electronically submit notification of infrastructure problems directly to the Public Works Department. There were no e-mail reports of illicit discharges were documented in Year 2.

To encourage public participation residents are instructed to contact the Public Works Department by phone to report potential discharges of pollutants to the storm sewer system and make routine service requests during business hours, and to contact the Police Department non-emergency phone number ("storm water hotline") on evenings and weekends. These phone numbers are listed under the Public Works "Stormwater Management" link on the City's website. Reports of potential illicit discharges received by the Public Works Department involved illegal dumping of trash, brush, or other yard waste.

The City met its measurable goal of tracking reports of illicit discharges by location and problem, and taking corrective action in a timely manner.

BMP C. Illicit Discharge Detection and Elimination

BMP C.1 Storm Sewer Mapping

The goal of this program is to develop a storm sewer map for the City.

Year 2: No milestone goal established.

No action in 2004. As of March 2005 approximately 50% of (Year 3 Goal) GIS mapping has been completed, including GPS location of outfalls, catch basins, manholes and other structures that discharge to Salt Creek. Additional funding needed to complete GIS mapping of the storm sewer system by 2008 is not included in the current 5-Year Capital Plan.

BMP C.2, C.3, C.4, C.5 Procedures for Cataloging Reports of Illicit Discharges

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The goal of this program is to develop procedure for tracking, investigating and eliminating illicit discharges to the storm sewer system.

Year 2: The Public Works Department will develop a procedure for investigating reports of illicit discharges to the storm sewer system.

The Public Works Department established new program activity codes (#3715 and #5115 – Illicit Discharge to Storm Sewers) to document response to reports of illicit discharges through the work order process. A first draft of response procedures and report forms were also developed.

HAZMAT Spills and Illicit Discharges to Stormwater Systems – The City investigates and responds to all reports of possible illicit discharges to storm sewer systems and HAZMAT spills using the resources of the City of Rolling Meadows Fire Department and Illinois Emergency Management Association. Twelve hazardous material spills occurred in Permit Year 2. These typically involved vehicle fuel leaks where absorbent material was used to contain and dispose of the release. The two most significant spills involved: (1) A release of diesel fuel to the storm sewer system and discharge to Salt Creek (ruptured tank on snow plow truck). Clean up involved use of absorbant

socks in the creek, and jetter/vacume cleaning of the storm sewers, and; (2) A hazardous materials leak at a pool supply company. The following chemicals were spilled: dichloroisocyanurate (25 lbs.), sodium bisulfate (25 lbs.), sodium carbonate (25 lbs.), potassium persulfate (1 lb.), ammonium chloride (1 oz.), and muriatic acid (1 gal.). All materials were released inside the building, however a small amount of liquid was found flowing from a loading dock area towards a storm sewer at the back of the building. Absorbent pads were used to block the sewer structure. The spill was contained by the Rolling Meadows Fire Department, reported to the MWRD, and cleaned up by SET Environmental, Inc.

The City met its measurable goal of developing a procedure for investigating reports of illicit discharges to the storm sewer system in Permit Year 2.

BMP C.9 Public Works Ordinance Violations Brochure

The goal of this program is to notify the public about penalties for illicit discharges into the storm sewer system.

Year 2: The City of Rolling Meadows will revise Public Works Ordinance Violation Brochure.

The Public Works Department updated the “Ordinance Violations Brochure” to include examples of illicit discharges to the storm sewer system from residential sources prohibited by Section 110-127 of the City Code. The City met its measurable goal of revising the Public Works Ordinance Violation Brochure to notify the public about penalties for illicit discharges into the storm sewer system.

BMP C.10 Control of Illicit Discharges from Commercial Sources

The goal of this program is identify illicit discharges to the storm sewer system from commercial sources.

Year 2: The Public Works Department and Department of Community Development will amend the Community Development Inspection Forms to specifically address illicit discharges from commercial sources.

The City of Rolling Meadows Public Works Department and Community Development Department continued to discuss property inspection process and revision of property inspection forms and procedures to include stormwater drainage and potential illicit discharges of pollutants. The City did not meet its measurable goal of amending the Community Development Inspection Forms to specifically address illicit discharges from commercial sources.

Other Illicit Discharge Controls – Oil and Household Hazardous Waste Collection

The City of Rolling Meadows and the Solid Waste Agency of Northern Cook County provided a comprehensive program to facilitate the proper handling and disposal of oil and household hazardous waste. In 2004 SWANCC coordinated several “Household Hazardous Waste Collection” events which provided residents with the opportunity to bring paints, cleaning solvents, automotive products, old fuel, etc. to a collection location for pickup by a licensed hazardous waste hauler. The City also participated in the SWANCC “Mercury Thermometer Recycling Program”.

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As part of the City's refuse collection program, residents may place used oil in a capped gallon milk jug and bring it to a drop off location, where it is transferred to a spill containment storage tank and picked up for off-site reclamation by a waste oil service.

BMP D. Construction Site Storm Water Runoff Control

BMP D.1, D.4 Permitting Procedures

The goal of these BMP's are to include requirements for submittal of sediment and erosion control plans for developments greater than or equal to one acre in size to the Illinois Environmental Protection Agency.

Year 2: The City will implement new permitting procedures that require developers to submit sediment and erosion control plans to IEPA for all sites greater than or equal to one acre in size.

Development projects that require a NOI for Construction Activities under NPDES permit No. ILR10 are identified by the City Engineer as part of the site plan review process. The City's current permit procedures do not require the applicant to verify submittal of a NOI or provide notification of coverage under a individual construction site NPDES Phase II permit. In Year 2 the City Engineer reviewed site plans for 17 new development projects. 7 of these projects will require coverage under a NPDES Phase II Permit.

The City did not meet its measurable goal of implementing new permit procedures. Recommendations for permit process improvements will be identified as a measurable goal for achievement in Year 3.

Procedures for Site Inspections During Construction and Post-Construction Inspections

To comply with conditions of our NPDES Phase II Permit the Public Works Department and City Engineer initiated an inspection program in 2004 to insure that erosion and sediment control plans approved by the Community Development Department (construction permit) and required by NPDES Phase II regulations are followed. The *Erosion and Sediment Control Inspection Procedure* and *Inspection Report* are included with this report (Attachment A).

A summary of inspections at 18 development projects under construction in Year 2 is included with this report (Attachment B). Deficiencies in sediment and erosion control measures in place were found at 14 of the 18 construction sites inspected. Our initial inspections in 2004 (every 2 weeks) established a benchmark (average) compliance rate of 26% at construction sites < 1 acre, and 64% at sites > 1 acre. Enforcement was limited to a verbal report of deficiencies and corrective action needed to the contractor/developer if present at the time of inspection. In order to improve compliance, written notice of non-compliance and corrective action needed was instituted. Since that time compliance rates have averaged 68% at sites < 1 acre, and 74% at sites > 1 acre.

In order to achieve compliance with NPDES Phase II Permit Regulations, fines and penalties for enforcement of erosion and sediment control requirements will be considered in Year 3.

BMP E. Post-Construction Storm Water Management

BMP E.2 City Ordinance Code

The goal of this BMP will be to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre.

Year 2: The City Council will consider and adopt revisions to the Code of Ordinances.

The City Engineer provided model ordinance language to: a) prohibit all unauthorized, non-stormwater discharges into the storm sewer system, and; b) require site designs for development projects that disturb greater than one acre to have control measures to protect water quality and reduce the discharge of pollutants.

The City did not meet its measurable goal of updating the City Code. Approval of revisions necessary to bring the City into full compliance with the NPDES Phase II regulations will be identified as a measurable goal for achievement in Year 3.

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BMP E.3 Long Term Maintenance

The goal of this program is to assign responsibility for the maintenance of new storm sewer systems to a responsible party other than the City.

Year 2: The City will draft development policy revisions assigning responsibility for long-term maintenance.

No Action. The City did not meet its measurable goal of completing a draft revision of development policy to assign responsibility for the long-term operation and maintenance of new storm sewer systems to a responsible party other than the City. This task will be identified as a measurable goal for achievement in Year 3.

BMP E.4 Structural and Non-Structural BMP Guidelines

The goal of this BMP will be to put in place procedures to identify structural and non-structural BMP's that can be incorporated into site development projects.

Year 2: The Public Works Department will identify structural and non-structural BMP's to be included into the development guidelines.

The Public Works Department continued to develop working files and review technical reports on structural and non-structural BMP's that can be incorporated into site development guidelines, consistent with the NOI.

BMP F. Pollution Prevention/Good Housekeeping

BMP F.1, F.3 Public Works Activities

The goal of this BMP is to identify current practices that contribute to stormwater pollution and implement programs and procedures for Public Works activities that curtail the discharge of pollutants to storm sewer systems.

Year 2: The Public Works Department will identify educational material, develop new procedures, or maintain existing procedures to curtail discharge of pollutants to storm sewer systems by Public Works Department activities to the MEP.

A summary of programs and action taken in Year 2 to reduce the discharge of pollutants from municipal activities are discussed below.

Fleet Maintenance Activities

Activities in the City's vehicle maintenance shop are a potentially significant source of pollutants. Procedures that address spill prevention, material management, and good housekeeping practices that limit pollution discharges from vehicle O & M activities in the vehicle services shop are part of our ongoing staff training and education program. Waste oil and anti-freeze storage tanks, and lead acid batteries awaiting pickup for recycling are located inside the vehicle shop and not exposed to storm water. Oil, hydraulic fluids, anti-freeze and cleaners are stored inside the building, well away from outside doors. Used oil dropped off by residents as part of the City's recycling program is stored outside in a spill containment tank. All used oil and anti-freeze is periodically picked up for off-site reclamation by a waste oil service. There are no "significant materials" which are exposed to storm water.

Street Maintenance Activities

Street Sweeping Program – Street sweeping has a direct beneficial impact on water quality. The City of Rolling Meadows maintains 121 miles of curb line. All streets are swept every 7-10 days April through November. In October and November street sweeping is performed more frequently (by contract) in key areas. 388.26 tons of debris and contaminants were removed from street surfaces by sweeping in 2004, preventing substantial discharges of particulates/solids, phosphorus and petroleum based materials to Salt Creek.

Street Deicing Program – Deicing activities have potentially deleterious effects on water quality. The City follows a "bare pavement" policy for snow and ice control on local roads. Because of the need for applying large amounts of deicing materials in northern Illinois, it is not feasible to eliminate their discharge to the storm sewer system. Salt used as a deicing material is stored under roof. Liquid calcium chloride is stored in fiberglass tanks.

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Consequently none of the deicing materials are exposed to storm water during storage and there is no threat of release to the storm sewer system. BMP's employed by the City prevent the discharge of pollutants to the Maximum Extent Practicable.

Landscape Maintenance Activities

Turf and Vegetation Maintenance Programs – The City maintains public open space and right-of-way areas by contract. Use of herbicides for broadleaf weed control in turf is limited to locations receiving the highest levels of maintenance. Herbicides having exceptionally low toxicity to aquatic life are used exclusively. Fertilizer materials applied to turf are specified to be slow-release, minimizing the potential for pollution discharge in stormwater runoff. Certified operators make all applications of herbicides and fertilizers, which provide assurance that proper disposal practices and label instructions are followed.

BMP's reflected in the City's landscape maintenance activities include triple rinsing of herbicide containers and application of the rinsate to the area being treated, spill prevention during storage, use minimization, application by licensed operators, and careful selection of pesticide materials to minimize any potential adverse water quality impact.

Leaf and Brush Pickup Programs – The Public Works Department provides weekly yard waste collection service to all single-family households. Brush collection is also conducted twice yearly in the spring and fall. In 2004 1,454.9 tons of landscape waste from public and private property was collected by the City.

Litter Control Activities

The City's litter control and waste disposal programs serve to protect water quality and enhance the visual Aesthetics of the community. Outstanding levels of refuse collection and recycling service, and an emphasis on litter control and roadside maintenance contributes to Rolling Meadows reputation as a clean community. Despite substantial effort devoted to public education, litter removal, street sweeping and enforcement of ordinances, dumping of trash along Salt Creek, public right-of-way, and litter from other sources still enters the City's storm sewer system and ultimately is discharged to Salt Creek.

In Year 2 the Public Works Department, Cook County Forest Preserve District and "Busey Woods Lake Volunteer Group" discussed possible strategies to reduce discharges of "floatable material" from the City's storm sewer system. Litter and debris removal work was also coordinated through the Cook County "Sheriff Work Alternative Program" (SWAP).

Sanitary Sewer Maintenance Activities

The City's Underground Utilities Division performs televising, cleaning and jetting, point repairs under 10', manhole cover replacement, and manages contractual work such as infiltration testing and detection of storm sewer connections to the sanitary sewer system. No incidents of sanitary sewer overflows were reported to the MWRD in Permit Year 2.

The City also has an ongoing program to reduce the infiltration and inflow entering the sanitary sewer system and prevent overflows and discharges to the storm sewer system. Sanitary sewer studies and large rehabilitation projects (slip lining, replacement, manhole rehabilitation, etc.) are performed as capital projects under contract. In Year 2 excessive infiltration conditions were identified in approximately 1,200 feet of sanitary sewer serving the Wellington Development Corrective action required by the MSRSD to reduce I & I is planned for completion in 2005.

Recent funding cuts in the City's annual sanitary sewer repair and replacement program may have the effect of increasing the potential for discharge of pollutants to the storm sewer system and receiving waters in future years.

Storm Water Management Activities

In Year 2 the Public Works Underground Utilities Division inspected 100 catch basins and 100 storm sewer manholes, cleaned 1 catch basin, and replaced 30 inlet catch basin inlets. Jetting and Vac-All cleanings were performed on 3,081 feet of storm sewer pipe. As part of their regular operations, the Street Maintenance and Forestry crews checked culverts and bridges for flow blockages and removed fallen trees from Salt Creek as needed.

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The City also completed a wetland stabilization and habitat improvement project at the Williamsburg Pond (cover page photo).

Public Works employees participated in several pollution prevention meetings and educational workshops, including:

- NPDES II "Good Housekeeping" Workshop, June 29, 2004; APWA, Lake County Stormwater Management Commission
- "BMP's for Stormwater Treatment", March 8, 2005; Hancor, Inc.
- "Stormwater Best Practices", March 24, 2005; North Cook County Soil & Water Conservation District, USDA NCRS

These programs represent current Best Management Practices that prevent potential illicit discharge of pollutants to the MEP. The City met its measurable goal of identifying educational materials, developing new procedures or maintaining existing procedures that curtail discharge of pollutants to storm sewer systems in Permit Year 2.

BMP F.2 Inspection of Stormwater Facilities

The goal of this BMP is to complete inspections of outfalls and detention/retention facilities once every three years.

Year 2: The Public Works Department will revise the Public Works Manual and create the Inspection Forms.

The Public Works Department continued the inspection program began in Year 1. A *Location Inventory of Storm Sewer Outfalls* and an *Outfall Inspection Report Form* are included in this report as Attachments C and D. Inspection of retention basins and all public and private stormwater outfalls were completed in Year 2. Inspections were also made following large storm events to verify the working condition of storm sewer inlets and detention/retention basins.

The City exceeded its measurable goal for Permit Year 2 by completing an annual inspection of all retention basins and storm sewer outfalls.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

Limited water quality analysis was done as part of the City's outfall, retention pond and stream bank inspection program.

In 2004 a "TMDL Workgroup" including representatives from local governmental agencies and environmental organizations in DuPage and Cook County was formed to work out a plan to improve the water quality of Salt Creek and the East and West Branch of the DuPage River. On November 17, 2004 this workgroup held a meeting to present information on the approved TMDL's in these watersheds; provide an update on the activities of the Workgroup, and ask other communities to participate in a water quality monitoring program. The Metropolitan Water Reclamation District has indicated that they will install additional water quality monitoring stations on Salt Creek in Cook County in 2005 and 2006. The City of Rolling Meadows has expressed formal support for the water quality monitoring program proposed by the MWRD.

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D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle (including an implementation schedule.)

A summary of the stormwater activities planned by the City of Rolling Meadows during the next reporting cycle is presented below.

BMP A. Public Education and Outreach

BMP A.1 Informational Material and Brochures

Year 3: The City of Rolling Meadows will make informational material and brochures available at the Public Works Department and City Hall.

BMP A.3 Newsletter Articles

Year 3: The City of Rolling Meadows will include a stormwater and/or ambient water quality related article in the City newsletter.

BMP A.6 Web Site Links

Year 3: The Public Works Department will monitor website link(s) and update as new information becomes available.

BMP B. Public Participation/Involvement

BMP B.2, B.5, B.6 Participation in Local Water Quality and Stream Enhancement Activities

Year 3: The Public Works Department will work with individuals and groups to facilitate participation in local water quality and stream enhancement projects.

BMP B.7 Citizens Report Form

Year 3: The Public Works Department will track citizen reports of illicit discharges to the storm sewer system and/or maintenance problems associated with outfalls, ponds, and streams by type and location, and address problems in a timely manner.

BMP C. Illicit Discharge Detection and Elimination

BMP C.1 Storm Sewer Mapping

Year 3: The Public Works Department will complete at least 50% of the storm sewer map.

BMP C.2, C.3, C.4, C.5 Procedures for Cataloging Reports of Illicit Discharges

Year 3: The Public Works Department will develop a procedure for investigating and cataloging reports of Illicit discharges to the storm sewer system, and make revisions to the Public Works Procedures Manual.

BMP C.9 Public Works Ordinance Violations Brochure

Year 3: The City of Rolling Meadows will enforce revisions of Section 110-127 of the Public Works Ordinance Violation Brochure that prohibit unauthorized non-stormwater discharges into the storm sewer system from residential sources.

BMP C.10 Control of Illicit Discharges from Commercial Sources

Year 3: The Public Works Department and Department of Community Development will amend the Community Development Inspection Forms to specifically address illicit discharges from commercial sources.

Information required by this form must be provided to comply with 415 ILCS 5/39 (1996). Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

BMP D. Construction Site Storm Water Runoff Control

BMP D.1, D.4 Permitting Procedures

Year 3: The City will amend the permitting procedures to require the applicant to verify submittal of a NOI for Construction Site Activities to the IEPA as required.

BMP E. Post-Construction Storm Water Management

BMP E.2 City Ordinance Code

Year 3: The City Attorney will complete a draft of revisions to City Ordinance Codes.

BMP E.3 Long Term Maintenance

Year 3: The City will complete a draft of development policy revisions that assign responsibility for long-term maintenance and operation of new storm sewers and stormwater drainage improvements.

BMP E.4 Structural and Non-Structural BMP Guidelines

Year 3: The Public Works Department will draft revisions to development guidelines.

BMP F. Pollution Prevention/Good Housekeeping

BMP F.1, F.3 Public Works Activities

Year 3: The Public Works Department will identify educational material, develop new procedures, or maintain existing procedures that will reduce or eliminate the discharge of pollutants from Public Works activities to the storm sewer system.

BMP F.2 Inspection of Stormwater Facilities

Year 3: The Public Works Department will implement the inspection program for all retention basins and storm sewer outfalls.

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

Not applicable.

F. Attach a list of construction projects that your entity has paid for during the reporting period.

Construction projects in Permit Year 2 funded by the City of Rolling Meadows and covered by General Permit ILR00435 are listed below:

- Rohlwing Road
- Meijer Drive
- Golf Road/Algonquin Road Intersection

SIGNATURE:

DATE: May 20, 2005

Information required by this form must be provided to comply with 415 ILCS 5/39 (1996). Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

CITY OF ROLLING MEADOWS

EROSION AND SEDIMENT CONTROL INSPECTION PROCEDURE

PURPOSE

The purpose of this Standard Operating Procedure is to establish guidelines for implementation of Best Management Practices for *Site Inspections During Construction* and *Post-Construction Inspections* as part of the National Pollution Discharge Elimination System (NPDES) Phase II Program.

GUIDELINES AND PROCEDURES

Every second and fourth Monday of the month or after a rain event of more than 0.5 inches a representative of the City of Rolling Meadows Public Works and a representative from the City Engineer will make a site visit to each of the project development sites in the City to verify the erosion control meets the City Ordinance and Best Management Practices as stated in the NPDES Permit and Erosion Control Plan. The City Engineer will complete the attached Erosion Control Inspection Report for each site and submit copies to the City Representative responsible for control measures as stated in the Notice of Intent (NOI) for the Small Municipal Separate Storm Sewer Systems (MS4). The City Engineer will also keep a file for all inspections.

City of Rolling Meadows
Erosion Control Inspection Report

County Cook

Date of Inspection: _____
Name of Inspector: _____
Type of Inspection: Bi-Weekly
>0.5" Precip.

Job No.: _____

Contractor/Developer: _____

Project: _____

Are all of the temporary and permanent controls contained in the pollution prevention (erosion control) plan or as directed By the engineer in place? Yes No If no, why not? _____

Are the temporary and permanent erosion and sediment controls which have been installed operating correctly? Yes No If no, what additional controls or adjustments is the contractor hereby directed to install or perform? _____

Are the erosion and sediment controls being properly maintained? Yes No If no, what maintenance is the Contractor/Developer hereby directed to perform? _____

Is there tracking of sediment from locations where vehicles enter and leave the project? Yes No If yes, Describe the location(s) and the actions the contractor/developer is hereby directed to perform. _____

Have the additional controls, adjustments or maintenance directed as result of the last inspection been implemented within Seven calendar days? Yes No N/A If no, the contractor/developer is hereby notified that no further Activity will be permitted to take place until the needed corrective measures have been taken.

Location, date and type of corrective action taken for deficiencies listed above.

Other comments:

City Engineer

Public Works Inspector

c.c. Contractor/Developer

Rolling Meadows copy of BC 2259 (Rev. 2/2000)

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**CITY OF ROLLING MEADOWS
EROSION AND SEDIMENT CONTROL INSPECTIONS - PERMIT YEAR 2**

Erosion and Sediment Control Inspection - Rate of Compliance at Sites < 1 Acre

Project Name or Location	5/24	6/7	6/28	7/12	7/26	8/9	8/24	9/13	9/27	10/11	10/25	11/8	12/3	12/13	Compliance Rate - Verbal Notice	12/27	1/21	2/15	3/1	3/15	3/28	4/12	4/25	Compliance Rate - Written Notice	Ave. Rate of Compliance 5/24/04 - 4/25/05		
3221 Havenwood Court																				0	1	0	1		1		
4000 Industrial Drive	1																										
Emerson Brockway Subd.	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	1	1	1								
WINGS Facility	0	0	0	0	0	0	1																				
4180 East Frontage Rd.												0	1	1		1	1	0	0	0	0	0	1		1		
4630 Teonia Woods Dr.	1																										
4791 Woodcliffe Drive	0	1	1	1	0	0	1																				
2612 Central Road					1	0	0	0	0	0	0	0	1	0		0	1	1	1	1	1	1	1		1		
rate of compliance < 1 acre	40%	33%	33%	33%	25%	0%	50%	0%	0%	0%	0%	0%	67%	33%		26%	33%	100%	67%	50%	67%	33%	100%		100%	68%	41%

Erosion and Sediment Control Inspection - Rate of Compliance at Sites > 1 Acre

Field Dale 2 Subdivision	1	1	1	1	1	1	1	1	1	1	1	1	1	1	Compliance Rate - Verbal Notice	1	1	0	1	1	1	1	1	1	Compliance Rate - Written Notice		
Martinez Subdivision														0		0	0	1	1	1	1	1					
Meijer Development	1																										
East Park Apartments	0	0	0	0	0	0	1																				
Wellington Development	0	0	0	0	1	0	1	0	1	1	1	0	0			1	1	1	0	1	1	1	1	0			
V-Land Development	1	1	1	1	1	1	1																				
Gettysburg Office Center	0	0	0	0	0	0	0	0	0	0	1	1	1	1		1	1	0	0	1	1	1	1	1			
5012/5033 Old Plum Gr.													1			1	1	1	1	1	1	1	1	0			
Plum Grove Park						1	1	1	1	1	1	1	1			1	1	1	1	1	1	1	1	0			
2801 Algonquin Road																		0	0	0	0	0	1	1			
rate of compliance > 1 acre	50%	40%	40%	40%	60%	50%	83%	50%	75%	75%	100%	100%	75%	80%	64%	83%	83%	43%	57%	86%	86%	100%	57%	74%	69%		

Erosion and Sediment Control Inspection - Total Rate of Compliance at All Sites

TOTAL RATE OF COMPLIANCE	45%	38%	38%	38%	44%	30%	70%	33%	50%	50%	67%	57%	71%	63%	49%	67%	89%	50%	55%	80%	70%	100%	70%	72%	59%
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Compliance with Erosion & Sediment Control Measures Required by City Code/NPDES Phase II Permit

0 = Site Inspected, Not in Compliance

1 = Site Inspected, In Compliance

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Storm Sewer Outfall Inventory

Location	Pipe Size	Material	Type of End	Intake	Outfall	Covered	Private	Section Map #
3650 Industrial Ave.	18"	concrete	flared			No	Yes	2
4020 Winnetka Ave.	30"	concrete	flared	X		No	Yes	8
4170 Winnetka Ave.	30"	concrete	flared		X	No	Yes	8
1600 Hicks Road	30"	concrete	flared	X	X	No	Yes	8
1600 Hicks Road	12"	concrete	flared		X	No	Yes	8
2121 Euclid (Rolling Meadows Court House)	36" X 48"	concrete	grate	X		X	Yes	9
Fairfax \ Rohlwing	2-12"	culverts		X	X	No		11
Chapman / Kirchoff SE corner	24"	concrete	flared	X		X	No	12
Kirchoff Road - Manor Care		concrete	2-beehives	X	X	X	Yes	12
Plumgrove Village (pond)	12"	concrete	flared	X	X	No	Yes	12
Winthrop Village (pond)	12"	concrete		X	X	No	Yes	12
4851 Dupont-- northside	14"	concrete	flared	X		No	No	13
4851 Dupont--southside	12"	concrete	flared		X	No	No	13
Plumtree pond	27"	concrete	flared	X		No	Yes	13
Plumtree pond	15"	concrete	flared		X	No	Yes	13
Ironwood Ct. Pond	24"	concrete	flared		X	No	Yes	13
Ironwood Ct. Pond	15"	concrete	flared		X	No	Yes	13
Behind Dahlia Ct.	30"	concrete	flared		X	No	Yes	13
Behind Honeysuckle Ct.	24"	concrete	flared		X	No	Yes	13
311 Oaksbury	15"	concrete	flared	X	X	No	No	18
Jody Ct.	30"	concrete	beehive	X		X	No	19
Behind Brookwood apts./creek	30"	concrete			X	No	No	19
Bridge behind Brookwood apts.	30"	concrete		X		No	No	19
Bridge behind Brookwood apts.	30"	concrete		X		No	No	19
Bridge behind Brookwood apts.	28" X 60"	concrete		X		No	No	19
Balmoral Ct.	15"	concrete	flared	X		X	No	19
Balmoral Ct.	15"	concrete	flared		X	X	No	19
Longacres southside	18"	concrete		X		No		19
Longacres Norhside	10"	concrete			X	No		19
Bethel church	8"	culvert		X		No	Yes	19

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Location	Pipe Size	Material	Type of End	Intake	Outfall	Covered	Private	Section Map #
south of Creekside Dr.	8"	concrete		X		No	No	19
south of Auburn Dr.	12"	concrete		X		No		19
North of Auburn Dr.	12"	concrete			X	No		19
Rywick Ct., In back by fence	12"	concrete	flared	X		No	No	19
2030 West Frontage	10"	culvert		X	X	No	Yes	24
north of Briarwood	18" by 6"	concrete		X		No	No	24
West Frontage @ Route # 62 at curve	10"	culvert		X	X	No	No	26
Crossroads of Commerce - Building 3	60"	concrete	wingwall	X		No		30
Northwest corner of Squibb / Apollo	30"	concrete	flared		X	No		32
Northwest corner of Squibb / Apollo	12"	concrete	flared	X		No		32
2900 Golf - Sterling Plumbing - nw corner	8"	clay			X	No	Yes	32
Northwest corner Golf / Lois	18"	concrete	flared	X	X	No	Yes	34
Autumn Chase Condos (pond)	24"	concrete	flared	X	X	No	Yes	34
Autumn Chase Condos (pond)	20"	concrete	flared		X	No	Yes	34
1600 Golf Wilke side (pond)	4-18"	concrete	flared		X	No	Yes	34
1600 Golf Wilke side (pond)	30"	concrete	flared	X		X	Yes	34
Lois /Golf Place (pond)	12"	concrete	flared		X	No	Yes	34
Lois \ Golf Place	18"	concrete	flared	X		No	Yes	34
Northwest Business Center (Lois)	12"	concrete	flared	X	X	No	Yes	34
Creek Behind Elizabeth Place By lift station	24"	concrete	wingwall		X	Yes		34
5427 Elizabeth Place (behind)	24"	corrugated	flapper		X	No		34
5450 Meadowbrook Ind. Ct.(behind Noble USA)	12"	concrete			X	No		34

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Outfall Inspection Log

SEC #	Location	Date	List any repairs that are required	Work Order #	Initials
2	3650 Industrial Ave.				
8	4020 Winnetka Ave.				
8	4170 Winnetka Ave.				
8	1600 Hicks Road				
8	1600 Hicks Road				
9	2121 Euclid (Rolling Meadows Court House)				
11	Fairfax \ Rohlwing				
12	Chapman / Kirchoff SE corner				
12	Kirchoff Road - Manor Care				
12	Plumgrove Village (pond)				
12	Winthrop Village (pond)				
13	4851 Dupont-- northside				
13	4851 Dupont--southside				
13	Plumtree pond				
13	Plumtree pond				
13	Ironwood Ct. Pond				
13	Ironwood Ct. Pond				
13	Behind Dahlia Ct.				
13	Behind Honeysuckle Ct.				
18	311 Oaksbury				
19	Jody Ct.				
19	Behind Brookwood apts./creek				
19	Bridge behind Brookwood apts.				
19	Bridge behind Brookwood apts.				
19	Bridge behind Brookwood apts.				
19	Balmoral Ct.				
19	Balmoral Ct.				
19	Longacres southside				

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	Location	Date	List any repairs that are required	Work Order #	Initials
19	Longacres Norhside				
19	Bethel church				
19	south of Creekside Dr.				
19	south of Auburn Dr.				
19	North of Auburn Dr.				
19	Rywick Ct. In back by fence				
24	2030 West Frontage				
24	north of Briarwood				
26	West Frontage @ Route # 62 at curve				
30	Crossroads of Commerce - Building 3				
32	Northwest corner of Squibb / Apollo				
32	Northwest corner of Squibb / Apollo				
32	2900 Golf - Sterling Plumbing - nw corner				
34	Northwest corner Golf / Lois				
34	Autumn Chase Condos (pond)				
34	Autumn Chase Condos (pond)				
34	1600 Golf Wilke side (pond)				
34	1600 Golf Wilke side (pond)				
34	Lois /Golf Place (pond)				
34	Lois \ Golf Place				
34	Northwest Business Center (Lois)				
34	Creek Behind Elizabeth Place By lift station				
34	5427 Elizabeth Place (behind)				
34	5450 Meadowbrook Ind. Ct.(behind Noble USA)				

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