



Department of Utilities/
Division of Water & Sewer
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June 1, 2011

Illinois Environmental Protection Agency
Division of Water Pollution Control
Compliance Assurance Section
Municipal Annual Inspection Report
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276

Re: City of Evanston
General NPDES Permit ILR40 for
Discharge from Small Municipal Separate Storm Sewer Systems
Annual Report for 2010-2011

Dear Sir or Madam:

In accordance with reporting requirements of the above referenced NPDES permit, the City of Evanston is submitting this report for the period of April 1, 2010 through March 31, 2011.

1. The City of Evanston believes that they are in compliance with the conditions of the NPDES permit. We believe that the Best Management Practices (BMPs) developed continue to be appropriate measures for achieving the goal of reducing the discharge of pollutants to the maximum extent practical.
2. The City of Evanston did not collect or analyze any monitoring data during this reporting period.
3. The table documenting our BMPs and goals as of March 31, 2011 is attached.
4. The City of Evanston continues to work with the MWRDGC as part of our Illicit Discharge Detection and Removal Program.
5. The City of Evanston is in the process of developing a policy for controlling construction site runoff.

We trust that the above information complies with the reporting requirements. If you have any questions or concerns related to this report, please contact us at (847) 448-8198.

Sincerely,

EVANSTON UTILITIES DEPARTMENT
WATER & SEWER DIVISION



David D. Stoneback, Director

Part II. Best Management Practices (include shared responsibilities) Proposed to be Implemented in the MS4 Area -

(Details of BMP implementation for each checked BMP number, e.g., A.1, E.2, is required in Part IV of this NOI.)

A. Public Education and Outreach

- A.1 Distributed Paper Material
- A.2 Speaking Engagement
- A.3 Public Service Announcement
- A.4 Community Event
- A.5 Classroom Education Material
- A.6 Other Public Education

B. Public Participation/Involvement

- B.1 Public Panel
- B.2 Educational Volunteer
- B.3 Stakeholder Meeting
- B.4 Public Hearing
- B.5 Volunteer Monitoring
- B.6 Program Coordination
- B.7 Other Public Involvement

C. Illicit Discharge Detection and Elimination

- C.1 Storm Sewer Map Preparation
- C.2 Regulatory Control Program
- C.3 Detection/Elimination Prioritization Plan
- C.4 Illicit Discharge Tracing Procedures
- C.5 Illicit Source Removal Procedures
- C.6 Program Evaluation and Assessment
- C.7 Visual Dry Weather Screening
- C.8 Pollutant Field Testing
- C.9 Public Notification
- C.10 Other Illicit Discharge Controls

D. Construction Site Runoff Control

- D.1 Regulatory Control Program
- D.2 Erosion and Sediment Control BMPs
- D.3 Other Waste Control Program
- D.4 Site Plan Review Procedures
- D.5 Public Information Handling Procedures
- D.6 Site Inspection/Enforcement Procedures
- D.7 Other Construction Site Runoff Controls

E. Post-Construction Runoff Control

- E.1 Community Control Strategy
- E.2 Regulatory Control Program
- E.3 Long Term O&M Procedures
- E.4 Pre-Const Review of BMP Designs
- E.5 Site Inspections During Construction
- E.6 Post-Construction Inspections
- E.7 Other Post-Const Runoff Controls

F. Pollution Prevention/Good Housekeeping

- F.1 Employee Training Program
- F.2 Inspection and Maintenance Program
- F.3 Muni Operations Storm Water Control
- F.4 Municipal Operations Waste Disposal
- F.5 Flood Management/Assess Guidelines
- F.6 Other Municipal Operations Controls

Part III. Qualifying Local Programs

Attach additional sheets (Attachment 2) as necessary:

(Describe any qualifying local programs that you will implement in lieu of new permitting requirements.)

1. Public Education and Outreach:

A.1, A.2, A.3, A.4, A.5, A.6 – For a detailed description of these programs, please refer to the attached Exhibit A.

2. Public Participation/Involvement:

B.1, B.5, B.7 – For a detailed description of these programs, please refer to the attached Exhibit A.

3. Illicit Discharge Detection and Elimination:

C.1, C.2, C.4, C.5, C.7 – For a detailed description of these programs, please refer to the attached Exhibit A.

4. Construction Site Runoff Control:

D.1, D.4, D.6 – For a detailed description of these programs, please refer to the attached Exhibit A.

5. Post-Construction Runoff Control:

E.1, E.2, E.3, E.4, E.6, E.7 – For a detailed description of these programs, please refer to the attached Exhibit A.

6. Pollution Prevention/Good Housekeeping:

F.1, F.2, F.3, F.4, F.6 – For a detailed description of these programs, please refer to the attached Exhibit A.

Part IV. Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

Attach additional sheets (Attachment 3) as necessary

(BMP No. should match that checked in Part II of this NOI. The applicant may repeat the same BMP No. where more than one BMP of similar type is to be implemented. Where necessary, attach additional sheets to provide more detail on each specific BMP.)

BMP No. A.1, A.2, A.3, A.4, A.5

Brief Description of BMP: Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

BMP No. A.6 Other Public Education

Brief Description of BMP: Rain Barrel Classes

Measurable Goal(s), including frequencies: Public education class offered periodically on the effective use of rain barrels.

Milestones: Year 1: Implement Spring 2008
Year 2: Classes held in April 2008
Year 3: Classes held in October 2009
Year 4: Classes held in October 2010
Year 5: _____

BMP No. A.6 Other Public Education

Brief Description of BMP: Sustainable Living Classes

Measurable Goal(s), including frequencies: Public education class offered periodically on the implementation of sustainable living methods for residents, including water conservation and stormwater runoff issues.

Milestones: Year 1: Implement Spring 2008
Year 2: Classes held 6/24/08 - 8/19/08
Year 3: Classes held 3/09-5/09 and 9/09-10/09
Year 4: Classes held throughout the reporting year
Year 5: _____

BMP No. A.6 Other Public Education

Brief Description of BMP: Water Conservation Forums

Measurable Goal(s), including frequencies: Increase dissemination of water conservation information to residents.

Milestones: Year 1: Implement in 2008
Year 2: Outreach in October 2008
Year 3: More detailed public education under development by Environment Board
Year 4: More detailed public education under development by Environment Board
Year 5: _____

Attachment 3

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. A.6 Other Public Education

Brief Description of BMP: Ladd Arboretum Master Plan

Measurable Goal(s), including frequencies: Enhance the natural history and ecology of the 17 acre arboretum.

Milestones: Year 1: Implement capital projects as funding becomes available.
Year 2: Phase I Construction to begin Spring 2009
Year 3: First Phase I project completed in Summer 2009
Year 4: Additional phases to be implemented as funding becomes available
Year 5: _____

BMP No. A.6 Other Public Education

Brief Description of BMP: Public education for developers

Measurable Goal(s), including frequencies: Build green practices into private community development projects.

Milestones: Year 1: Implement new program in Spring 2008
Year 2: Green building ordinance currently being developed.
Year 3: Green building ordinance adopted by City Council in 10/2009
Year 4: Green building ordinance adopted by City Council in 10/2009
Year 5: _____

BMP No. A.6 Other Public Education

Brief Description of BMP: Green Compact of Metro Chicago

Measurable Goal(s), including frequencies: Provides a voluntary commitment to reducing water consumption.

Milestones: Year 1: Sign compact in Spring 2008, subject to final City Council approval.
Year 2: City Council approved in Spring 2008. Compliance is ongoing.
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

BMP No. A.6 Other Public Education

Brief Description of BMP: Miscellaneous programs - Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

Attachment 3

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. B.1, B.5

Brief Description of BMP: Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

BMP No. B.7 Other Public Involvement

Brief Description of BMP: Climate Control Action Plan

Measurable Goal(s), including frequencies: Establish a City Action Plan.

Milestones: Year 1: Establish Plan by May 2008
Year 2: Climate Action Plan approved by City Council on 11/10/08
Year 3: City has begun implementing City Action Plan
Year 4: Implementation of City Action Plan is ONGOING
Year 5: _____

BMP No. B.7 Other Public Involvement

Brief Description of BMP: Miscellaneous programs - Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

Attachment 3

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. C.1, C.2, C.5, C.7

Brief Description of BMP: Miscellaneous programs - Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

BMP No. C.4 Illicit Discharge Tracing Procedures

Brief Description of BMP: Illicit Discharge Tracing Procedures.

Measurable Goal(s), including frequencies: Develop documentation of existing program and procedures.

Milestones: Year 1: Complete documentation by 12/08.
Year 2: Documentation completed in 6/08.
Year 3: Complete.
Year 4: Complete.
Year 5: _____

BMP No. C.4 Illicit Discharge Tracing Procedures

Brief Description of BMP: Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) Inspection/ Tracing Program

Measurable Goal(s), including frequencies: Maintain existing program of routine inspections.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

BMP No. D.1 Regulatory Control Program

Brief Description of BMP: Construction Runoff Mitigation Policy.

Measurable Goal(s), including frequencies: Establish a written policy/ plan to require erosion and sediment controls at construction sites.

Milestones: Year 1: _____
Year 2: _____
Year 3: Policy under development.
Year 4: Draft policy is in final review and is expected to be rolled out during 2011.
Year 5: _____

Attachment 3

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. D.1 Regulatory Control Program

Brief Description of BMP: Construction Runoff Mitigation Ordinance.

Measurable Goal(s), including frequencies: Establish an ordinance to require erosion and sediment controls, as well as sanctions to ensure compliance, at construction sites.

- Milestones:** Year 1: _____
Year 2: _____
Year 3: Currently waiting for the Cook County Watershed Mgmt Ordinance to be adopted.
Year 4: Currently waiting for the Cook County Watershed Mgmt Ordinance to be adopted. However, ordinance may be adopted following successful implementation of the policy.
Year 5: _____
-

BMP No. D.4, D.6

Brief Description of BMP: Miscellaneous programs - Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

- Milestones:** Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____
-

BMP No. E.1, E.2, E.3, E.4, E.6, E.7

Brief Description of BMP: Miscellaneous programs - Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

- Milestones:** Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____
-

Copy and complete this page if additional pages are necessary:

Attachment 3

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. F.1, F.2, F.3, F.4, F.6

Brief Description of BMP: Miscellaneous programs - Please see the attached Exhibit A for detailed information on the implementation of these programs.

Measurable Goal(s), including frequencies: These programs are existing programs describing standard City practices that will be ongoing in their implementation.

Milestones: Year 1: ONGOING
Year 2: ONGOING
Year 3: ONGOING
Year 4: ONGOING
Year 5: _____

City of Evanston, Illinois
MS-4 Permit Application
EXHIBIT A
April 2010 - March 2011

A. PUBLIC EDUCATION AND OUTREACH

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	Status
A.1 Distributed Paper Material	Division of Water and Sewer, City Manager's Office	City of Evanston quarterly newsletter	Includes articles on: bulk trash pickups, street cleaning, medication disposal program, document destruction events, non-point source stormwater pollutants, recycling, disposal of household chemical products	Maintain existing program	On-going	Issued 2x per year. Last issued in Fall 2010. Available on City website.
	Division of Water and Sewer	Annual Water Quality Report	Includes information on: non-point source stormwater pollutants and good water management skills.	Maintain existing program	On-going	Issued in June 2010. Available on City website.
	Division of Streets and Sanitation	In the Works annual newsletter	Include information on recycling, street cleaning, yard waste collection, long-term sewer improvements, hazardous waste disposal	Maintain existing program	On-going	Issued in March 2010. Available on City website.
A.2 Speaking Engagements	Evanston Ecology Center	Speaking engagements	Speaks to public on topics related to water, water conservation	Ongoing and expansion of programming	Ongoing	On-going.
	Evanston Ecology Center	Keep Evanston Beautiful	Programs and sponsorship of recycling and recycling education programs, sponsorship of elementary school programs on the environment	Ongoing and expansion of programming	Ongoing	On-going.
A.3 Public Service Announcements	City Manager's Office, Public Works	City of Evanston Website	Include information on recycling, street cleaning, yard waste collection, long-term sewer improvements, hazardous waste disposal	Maintain existing program	On-going	Ongoing.
	Evanston Ecology Center, Public Works	Green Living Festival	Educate residents on water conservation, good water management practices, recycling and composting	Maintain existing program	On-going	Held on 10/6/10.
A.4 Community Events	Public Works	Public Works Week Open House	Provide information to residents on the operation of the distribution and sewer systems and good management practices	Maintain existing program	On-going	Not held in 2010.
	Evanston Ecology Center, Division of Parks/Forestry	Earth Day/ Arbor Day Celebration	Annual event focusing on the care and planting of trees within the City	Ongoing	Ongoing	Activities occurred on April 24, 2010.

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EXHIBIT A
April 2010 - March 2011

A. PUBLIC EDUCATION AND OUTREACH

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	Status
A.5 Classroom Education	Ecology Center	Environmental Programs	Urban Forestry Program for 4th graders	Ongoing	On-going	Ongoing.
A.6 Other Public Education	Evanston Ecology Center	Rain Barrel Class	Provide information on the proper use of rain barrels	Maintain existing program	On-going	Held at Green Living Festival 2010.
	Evanston Ecology Center	Sustainable Living Class	Provide information on sustainable living practices	Maintain existing program	On-going	Ecology Center hosted classes on Green Pest Control, Green Parenting, Green Living, Green Cleaning Methods
	Evanston Ecology Center	Youth Education	Provide youth education on good environmental practices through a variety of delivery methods including scouts, summer camps, family activities and after school programs	Maintain existing program	On-going	Classes offered upon request of various youth groups. Summer camps and family programs are regular offerings by park district.
	Evanston Ecology Center	Composting classes	Provides information on how residents can compost yard and garden waste	Expand current program	On-going	Held at Green Living Festival 2010.
	Evanston Ecology Center Water & Sewer Division	Water conservation forums	Provide information to residents on water conservation measures in conjunction with the Community Climate Action Plan	Environment Board investigating types of education to offer.	Under Development	Climate Action Plan approved by City Council in Winter 08-09.
	Evanston Ecology Center	Ladd Arboretum Master Plan	Plan for development of an understory in the Arboretum as well as bank stabilization	Plan adopted in July 2007	In CIP for the next few years as funds are available	First phase completed in Fall 2009. Additional phases will be implemented as funding available.
	Evanston Environment Board	Public education for developers	Provide conservation and environmental alternatives to builders/developers including ideas on storm water management on sites including features such as rain gardens, bio swales, and similar features	Implement green building ordinance	On-going	Information available online.
City of Evanston	Green Compact of Metro Chicago	Provides a voluntary commitment to reducing water consumption	City Council to consider the proposal in January 2008	2008	On-going.	

City of Evanston, Illinois
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EXHIBIT A
April 2010 - March 2011

B. PUBLIC PARTICIPATION/INVOLVEMENT

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	2011 Status
B.1 Public Panel	Health and Human Services	Evanston Environmental Board	Investigate all activities that affect the environment and develop policy recommendations to submit to the City Council	Monthly meetings	On-going	Agendas available on City website.
B.5 Volunteer Monitoring	Friends of the Chicago River Evanston Ecology Center	Monitoring of North Shore Channel	Volunteer Citizens group oversees the state of the North Shore Channel	Maintain existing program	On-going	River clean-up took place on May 8.
B.7 Other Public Involvement	City Manager's Office, Public	City of Evanston Strategic Plan	Set mission goals for the establishment of the City's strategic plan	Maintain existing program	On-going	Ongoing
	City Manager's Office, Public	Climate Control Action Plan	Set mission goals for the establishment of the City's BMPs for sustainable practices	Establish City Action Plan	May 2008	Annual update is on the City website.
	Solid Waste Agency of Northern Cook County (SWANCC)	hazardous waste collection program (local qualifying program)	SWANCC sets up area wide events to collect specific wastes in addition to having a permanent collection facility	Maintain existing program	On-going	Ongoing programs available through SWANCC and at City-hosted outreach events. Drop-off programs also at the City Health Department.
	Park/Forestry and Recreation Department	Public Tree Maintenance Program	City programs in place to maintain the health and safety of all public trees. Programs include tree trimming, tree removals, tree planting, Dutch Elm Disease control measures. The City currently maintains over 33,000 trees on both public properties and rights-of-way	Maintain existing program	On-going	City has updated tree management plan. Map of tree maintenance schedule is located on City website.

City of Evanston, Illinois
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EXHIBIT A
April 2010 - March 2011

C. ILLICIT DISCHARGE AND ELIMINATION

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	2011 Status
C.1 Storm Sewer Map Preparation	Business Process and Technology, Evanston Water & Sewer Division	Storm Sewer System Map	Maintain a computer/GIS map of the combined sewer, relief combined sewer, and storm sewer system	Maintain existing program	On-going	On-going. Maps are updated as changes occur.
C.2 Regulatory Control Panel	Evanston Water & Sewer Division	Evanston City Code	Section 7-13-8(B) prohibits illicit connections	Maintain existing program	On-going	On-going.
C.4 Illicit Discharge Tracing Procedures	Evanston Water & Sewer Division	Illicit Discharge Tracing Procedures	Document existing practice of locating sources of illicit discharges	Document existing program	Dec 2008	Documentation of program complete 6/08.
C.5 Illicit Source Removal Procedures	Metropolitan Water Reclamation District of Greater Chicago (MWRDGC)	Inspection/ Tracing Program (local qualifying program)	Performs routine inspections for all development to verify proper installation for sanitary and combined sewers. Also inspects for cross connections between storm and sanitary sewer.	Maintain existing program	On-going	On-going.
C.5 Illicit Source Removal Procedures	Evanston Water & Sewer Division	Coordinate discharge/source removals	Enforce existing ordinance if illicit connection is found	Maintain existing program	On-going	On-going.
	Fire Department	Hazardous Materials Cleanup Program	Either performs clean up of materials or arranges for cleanup	Maintain existing program	On-going	On-going.
C.7 Visual Dry Weather Screening	Metropolitan Water Reclamation District of Greater Chicago (MWRDGC)	Illicit Connection Removal Enforcement Program (local qualifying program)	Enforces MWRDGC codes for illicit connection removal	Maintain existing program	On-going	On-going.
	Evanston Water & Sewer Division	Illicit Discharge Detection	Inspect storm sewer outfalls annually for discharge during dry weather flow.	Complete annual inspection	2009	Annual inspection completed 8/31/10.

City of Evanston, Illinois
 MS-4 Permit Application
 EXHIBIT A
 April 2010 - March 2011

D. CONSTRUCTION SITE RUNOFF CONTROL

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	2011 Status
D.1 Regulatory Control Program	Public Works - Division of Transportation	Construction Runoff Mitigation Policy	Establish a regulatory policy to require erosion and sediment controls at construction sites.	Written policy/ plan	2010	Draft policy has been developed and is being finalized.
	Public Works - Division of Transportation	Construction Runoff Mitigation Ordinance	Establish an ordinance to require erosion and sediment controls, as well as sanctions to ensure compliance, at construction sites	Ordinance	2010	Ordinance to be developed following successful implementation of the policy.
D.4 Site Plan Review Procedures	Various City Departments	Site Plan and Appearance Review Committee	Review of private building projects in the City prior to construction for drainage, appearance and utility issues.	Maintain existing program	On-going	On-going. Minutes of weekly meetings are available on City website.
	Community Development, Public Works	Building Site Plan Review	Review of private building projects by various City departments for compliance with City codes and policies	Maintain existing program	On-going	On-going
D.6 Site Inspection/ Enforcement Procedures	Community Development, Public Works	Building Site Inspection	City inspectors from various departments inspect on-going and finished construction for compliance with City codes and policies	Maintain existing program	On-going	On-going

City of Evanston, Illinois
MS-4 Permit Application
EXHIBIT A
April 2010 - March 2011

E. POST-CONSTRUCTION RUNOFF CONTROL

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	2011 Status
E.1 Community Control Strategy	Evanston Water & Sewer Division	Long-Range Sewer Program	Design and construction of \$200 million in sewer improvements including the combined sewer, relief overflow sewer, and storm sewer systems for the purpose of reducing sewer surcharges and combined sewer overflows.	Maintain existing program	On-going	Program Complete in 2009.
E.2 Regulatory Control Program	Public Works	Stormwater Control Ordinance	Limits the rate of flow from a site to prevent surcharge of the sewer system and eliminate contamination.	Maintain existing program	On-going	Ordinance complete in 2007.
E.3 Long Term O&M Procedures	Evanston Water & Sewer Division	Stormwater Detention Inspection	Inspect all properties permitted for stormwater detention under the Stormwater Control Ordinance to determine if system is being maintained in compliance with ordinance	Maintain existing program	On-going	Annual inspection of stormwater detention facilities was completed in June 2010.
E.4 Pre-Const Review of BMP Designs	Public Works	Building Site Plan Review	Review of private building projects prior to issuance of building permits for compliance with City codes and policies	Maintain existing program	On-going	On-going
E.6 Post-Construction Inspections	Public Works	Stormwater Detention Construction Inspection	Inspect all properties permitted for stormwater detention under the Stormwater Control Ordinance to determine if system was constructed in compliance with ordinance before placing into service.	Maintain existing program	On-going	On-going inspection completed by City staff and MWRD.
E.7 Other Post-Const Runoff Controls	Public Works, Community Development	Drainage Committee	Bi-weekly review of citizen drainage concerns	Maintain existing program	On-going	On-going as needed.

City of Evanston, Illinois
MS-4 Permit Application
EXHIBIT A
April 2010 - March 2011

F. POLLUTION PREVENTION/GOOD HOUSEKEEPING

BMP Program	Responsibility	BMP	Existing Practices	Measurable Goal	Date	2011 Status
F.1 Employee Training Program	Public Works	Employee Training Program	New employees receive training on BMP's of the maintenance of the sewer system. All employees receive periodic training to improve their skills.	Maintain existing program	On-going	On-going.
F.2 Inspection and Maintenance Program	Public Works	Sewer System Operation and Maintenance Procedures	Maintain a strict program to ensure the optimal operation of the system including regular street cleaning, leaf removal, catch basin cleaning and sewer inspection.	Maintain existing program	On-going	On-going. Street sweeping schedules posted on City website. Catch basins cleaned on a 3-year cycle.
F.3 Muni Operations Storm Water Control	Division of Streets and Sanitation	Salt Spreading System	The City treats road salt with an environmentally friendly deicer that results in reducing the quantity of salt going into the soil, stormwater and sewer system.	Maintain existing program	On-going	City uses a computer-controlled system to optimize amount of salt placed on roads.
F.4 Municipal Operations Waste Disposal	Division of Streets and Sanitation, City's Green Team	Internal City Recycling Programs	Commitment to comprehensive recycling including: tires, oil, anti-freeze, paper, cans, bottles, fluorescent light bulbs, electronics, toner cartridges, books, metals and freon.	Maintain existing program	On-going	Recycling containers available in all City facilities. All City waste streams have been evaluated for recycling opportunities.
F.6 Other Municipal Operations Controls	City of Evanston	Internal City Waste Reduction Programs	Commitment to comprehensive reduction in the generation of paper including use of two-sided copying, electronic document sharing and reduction of hard-copy distribution materials.	Maintain existing program	On-going	City purchased copiers that scan and have encouraged staff use. Aldermen receive information electronically and utilize laptops.
	City of Evanston	Underground Storage Tanks	All City of Evanston Underground Storage Tanks are compliant with federal regulations and have leak detection systems.	Maintain existing program	On-going	On-going.
	City of Evanston	City Sustainable Practices Programs	Commitment to conversion to sustainable operations including the use of green cleaning supplies, low mercury lighting, conversion from gasoline to natural gas for standby power generation, commitment to LEED principles.	Maintain existing program	On-going	Several City facilities have had energy use reduction programs completed through DCEO programs. Centralized green cleaning supplies ordering has been implemented. Fleet size has been reduced and replacement vehicles have been right-sized, reducing gasoline and other fuel use.