



NPDES Small MS4 General Permit (OHQ000003) Annual Reporting Form

Instructions for completing this form:

- OHQ000003 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:	2016				
Ohio EPA Facility Permit Number:	1GQ00070*BG				
Name of MS4:	City of Wyoming				
Primary Contact:	Mr. Mike Lippert	Title:	Water Works Director/Assistant Public Works Director		
Mailing Address:	800 Oak Avenue				
City:	Wyoming	Zip Code:	45215	County:	Hamilton
Telephone Number:	513-821-0037	Email Address:	mlippert@wyomingohio.gov		

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.

MCM #1 Public Education & Outreach: Public Works Department, Mike Lippert, Assistant Public Works Director/Water Works Director, 513-821-0037, mlippert@wyomingohio.gov
 Public Works Department, Karen Zeilman, Executive Assistant, 513-821-7600, kzeilman@wyomingohio.gov
 Public Works Department, Debby Martin, Administrative Assistant, 513-821-7600, dmartin@wyomingohio.gov

MCM #2 Public Involvement & Participation: Public Works Department, Mike Lippert, Assistant Public Works Director, 513-821-0037, mlippert@wyomingohio.gov
 Public Works Department, Karen Zeilman, Executive Assistant, 513-821-7600, kzeilman@wyomingohio.gov
 Public Works Department, Debby Martin, Administrative Assistant, 513-821-7600, dmartin@wyomingohio.gov

MCM #3: Illicit Discharge Detection: Public Works Department, Mike Lippert, Assistant Public Works Director, 513-821-0037, mlippert@wyomingohio.gov
 Public Works Department, Terry Huxel, Public Works Director, 513-821-3505, thuxel@wyomingohio.gov
 Fire Department, Steve Owens, Fire Chief, 513-842-1357, sowens@wyomingohio.gov
 Police Department, Rusty Herzog, Police Chief, 513-842-1361, rherzog@wyomingohio.gov
 Community Development & Building Inspection, Terry Vanderman, Community Development Director/Building Official, 513-821-7600, tvanderman@wyomingohio.gov

MCM #4: Construction Site Runoff Control: Public Works Department, Mike Lippert, Assistant Public Works Director, 513-821-0037, mlippert@wyomingohio.gov
 Community Development & Building Inspection, Terry Vanderman, Community Development Director/Building Official, 513-821-7600, tvanderman@wyomingohio.gov

MCM #5: Post Construction Runoff Control: Public Works Department, Mike Lippert, Assistant Public Works Director, 513-821-0037, mlippert@wyomingohio.gov
 Community Development & Building Inspection, Terry Vanderman, Community Development Director/Building Official, 513-821-7600, tvanderman@wyomingohio.gov



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MCM #6: Pollution Prevention/Housekeeping: Public Works Department, Mike Lippert, Assistant Public Works Director, 513-821-0037, mlippert@wyomingohio.gov
Public Works Department, Terry Huxel, Public Works Director, 513-821-3505, thuxel@wyomingohio.gov
Kevin Lewallen, Crew Leader, 513-821-3505
Adam Howard, Garage Mechanic, 513-821-3505

Please see the attached Table of Organization

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: _____

Print Title: _____

Signature: _____

Date: _____



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 8,408 residents (based on 2011 US Census data)

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Stormwater Related Articles Department of Public Works	Develop, print & distribute at least 1 article on stormwater during each permit year.	Steps that the public can take to reduce pollutants in stormwater runoff	City residents	51% of the City's residents	Distributed 1 article within the 2015 Safe Drinking Water Report and mailed to the 3,300 homes in the City of Wyoming containing information on stormwater runoff.	Yes
Creation of Stormwater Website Department of Public Works	Create and maintain a stormwater web page.	Stormwater management and the NPDES program	City residents, City employees, City businesses	100% of those with internet access who choose to visit the site	The website provides stormwater information, including means to contact the City with stormwater questions or concerns and links to additional NPDES/ stormwater resources including the City's Storm Water Management Report and the stormwater program annual report. http://wyomingohio.gov/departments/public-works-department/storm-water-management/ http://wyomingohio.gov/forms-documents/	Yes
Wyoming Water Works Safe Drinking Water Report Department of Public Works	Distribute the annual Safe Drinking Water Report.	Provide information regarding the City's water quality	City residents	40% of the City's residents	The Wyoming Water Works 2015 Safe Drinking Water Report was distributed through mail in June 2016.	Yes
Educational Material (Brochures) Department of Public Works	Create and maintain brochures and educational material at City Hall.	Various topics including safe drinking water and rain gardens	City residents	100% of residents who read stormwater material at City Hall.	The 2015 Wyoming Water Works Safe Drinking Report and other storm water articles have been available at City Hall.	Yes

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
Stormwater Website	Maintain stormwater web page accessible through the City website	Impacts of stormwater discharges on water bodies, the steps that the public can take to reduce pollutants in stormwater runoff and overview of NPDES	City residents, City employees, City businesses	100% of those with internet access who choose to visit the site	Maintain and update stormwater pollution prevention educational materials for the public on the City's website. http://wyomingohio.gov/departments/public-works-department/storm-water-management/	Ongoing throughout 2017
Department of Public Works						
Wyoming Water Works Safe Drinking Water Report	Update and distribute Annual Water Works Safe Drinking Water Report.	Provide information regarding the City's water quality	City residents	40% of the City's residents	Mail Water Works Safe Drinking Water Report to all households in Wyoming.	Accomplish by 3rd quarter of 2017.
Department of Public Works						
Educational Material (Brochures)	Create and maintain brochures and educational material at City Hall.	Stormwater pollution prevention/ environmental education	City residents	100% of residents who read stormwater material at City Hall.	Continue to maintain stormwater and environmentally related brochures at City Hall.	Ongoing throughout 2017
Department of Public Works						
Stormwater Related Articles	Develop, print & distribute at least 1 article on stormwater during each permit year.	Steps that the public can take to reduce pollutants in stormwater runoff and riparian restoration	City residents	50% of the City's residents	Distribute 1 article within a mailed city publication that is to be mailed to the 3,300 homes in the City of Wyoming containing information on stormwater pollution prevention and water quality.	Ongoing throughout 2017
Department of Public Works						



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)
Maintain procedures to address stormwater concern and complaints received via telephone and e-mail Department of Public Works	Continue using a complaint management system and database to record citizen complaints and response actions.	Actively involve the public in City's stormwater pollution prevention program to help mitigate pollution sources	City residents, City employees, City businesses	The City received 1 water quality issue of concern.	The City documented and addressed 1 water quality issue located at 800 Oak Avenue associated with a small diesel spill. Clean Harbors performed environmental remediation.	Yes
Stream Clean-up, Restoration and Educational Walks City of Wyoming	Provide an event for the public to attend and participate and create a stormwater educational opportunity.	Stormwater quality	City residents	Over 100 attendees	<ol style="list-style-type: none"> 1. A stream walk was organized along the West Fork of the Millcreek that provided an opportunity to provide water quality education (2/06/16). 2. Rain Garden Maintenance Day (5/07/16). 3. Homeowners Landscaping Workshop (4/09/16). 4. Backyard Composting Seminar (4/13/16). 5. Lawn Fertilization Seminar "Caring for our Watersheds" (9/11/16). 	Yes
Wyoming Storm/ Water Tours Department of Public Works	Maintain active participation in storm/drinking water tours and presentations	General stormwater/water quality education/ impacts of stormwater discharges on water quality	Grade schools students, father/child	100	Storm and drinking water tours and presentations were given to 2 groups including 3 rd graders from Wyoming Schools.	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
Maintain procedures to address stormwater concern and complaints received via telephone and e-mail Department of Public Works	Continue using a complaint management system and database to record citizen complaints/concern and response actions.	Actively involve the public in City's stormwater pollution prevention program to help mitigate pollution sources	City residents, City employees, City businesses	As many as necessary	Continue to implement a complaint management system via phone and e-mail.	Throughout 2017
Stream Clean-up and Educational Walks City of Wyoming	Continue to provide events for the public to attend and participate that create a stormwater educational opportunity.	Stormwater quality and riparian restoration	City residents	10 volunteers	The City will organize a stream clean-up event along the West Fork of Mill Creek. This will provide an opportunity for stream walks that can be organized that will provide an opportunity for quality education.	2017
Wyoming Storm/ Water Tours Department of Public Works	Maintain active participation in storm/drinking water tours and presentations	General stormwater/water quality education/ impacts of stormwater discharges on water quality	Students, local groups, residents and employees of the City	As many residents/employees/ school age children as possible	Continue to organize Wyoming Storm/Water Tours for the public.	Accomplish by 4 th quarter of 2017
Participation in city-wide events- Fall Festival Department of Public Works	Present NPDES-related information at a City-wide event.	Impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff	City residents	100% of all event attendees	Provide information to residents and discuss NPDES-related topics at City-wide events at Fall Festival.	Accomplish by 4 th quarter of 2017

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	Continue enforcement of Illicit Discharge Ordinance.	Yes	Ordinance No. 24-2009, which adopted Section 933.04 of the Wyoming Codified Ordinances adopted by Council on August 17 th , 2009 http://www.wyomingohio.gov/codifiedordinances.cfm	The City of Wyoming continues to use the ordinance in addressing illicit discharges.	Yes
Department of Public Works				The ordinance indicates that the City adopted the Hamilton County Storm Water District Rules and Regulations associated with illicit discharges (Article II)	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
Storm Sewer System Map	Develop digital map of existing storm sewer and water facility infrastructure, locating all existing structures and integrating CAGIS.	Yes	The City completed the mapping of the storm sewer system in 2014 and will continue to maintain and update. The City maintains a copy of the MS4 map on the City's Stormwater Management webpage: http://wyomingohio.gov/departments/public-works-department/storm-water-management/		Yes
Department of Public Works					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
HSTS Mapping and List	Identify and locate all Home Sewage Treatment Systems (HSTS).	Yes	This City has identified and mapped 27 Home Sewage Treatment Systems (HSTS) and the location of the systems have been mapped.		Yes
Department of Public Works Board of Health					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
IDDE Plan	Continue illicit discharge and detection program.	Yes	Continued implementation of program to detect and work toward the elimination of illicit discharges (non-stormwater discharges) into the municipal separate storm sewer system (MS4), including illegal dumping into the stormwater system. The program includes field investigation measures, line repairs and rehabilitation and corrective measures, and enforcement procedures. Section 933.04 of the Codified Ordinances regulates illegal discharges and illicit connections.		Yes
Department of Public Works					



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: 94	Conduct outfall dry weather screening during the current permit term.	Yes	10	4	0	N/A	Yes
Department of Public Works							

The City conducted dry weather screenings at 10 outfalls in 2016. Dry weather flows were noted at 4 outfalls with no evidence of visual or olfactory signs of illicit discharge indicators. The City will further evaluate the discharges in 2017 and consider discharge sample testing. The City will conduct additional outfall screenings in 2017 and verify the total number of outfalls within non-combination sewer areas and compare to the City's MS4 map.

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	Enforce the City's illicit discharge ordinance. Stormwater regulations were updated and were adopted by Council on August 17 th , 2009.	Continue to enforce ordinances related to illicit discharge.	Enforcement of the ordinance is ongoing
Department of Public Works			
Storm Sewer System Map	Develop digital map of existing storm sewer and water facility infrastructure, locating all existing structures and integrating CAGIS.	Continue to update the City's storm sewer system map as needed.	Throughout 2017
Department of Public Works			
HSTS Mapping and List	Complete and maintain map of Home Sewage Treatment Systems (HSTS).	Continue to update the City's map as needed	Throughout 2017
Board of Health/Department of Public Works			
IDDE Plan	Continue implementing the City's program to detect and work toward the elimination of illicit discharges (non-stormwater discharges) into the MS4, including illegal dumping into the stormwater system.	Continue to implement field investigation measures, line repairs and rehabilitation, and corrective measures and enforcement procedures.	Throughout 2017
Board of Health/Department of Public Works			
Dry-Weather Screening of Outfalls	Establish a dry weather screening program of the stormwater outfalls to assist with establishing illicit discharge elimination goals.	Document the number of dry weather outfalls screened, number of dry weather flows identified, and number of illicit discharges identified and eliminated. Provide schedules for elimination of illicit connections as identified.	The city will continue to conduct outfall dry weather screenings in 2017-2109.
Board of Health/Department of Public Works			

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	Enforce Chapter 933 of City's Codified Ordinances.	Yes	Ordinance No. 24-2009, which adopted Section 933.04 of the Wyoming Codified Ordinances adopted by Council on August 17 th , 2009 http://wyomingohio.gov/laws-ordinances/		The City has enforced ordinances related to stormwater management, erosion and sediment control and stream corridor protection. The ordinance indicates that the City adopted the Hamilton County Storm Water District Rules and Regulations associated with Erosion and Sediment control (Article III)	Yes
Building Department						
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	Continue to enforce the most recent Ohio EPA's Construction General Permit associated with erosion and sediment control.	Yes	Ohio EPA permit #OHC000004		An erosion and sediment control ordinance has been established to address the management of construction site stormwater runoff that meets the Ohio EPA's Construction General Permit requirements.	Yes
Building Department						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)
Complaint Process	Maintain complaint management system that citizens may call/e-mail to report illicit discharges.	Yes	Received	Followed-Up On		
Department of Public Works			0	0	As no developed occurred in the City of Wyoming over 1 acre, no complaints regarding construction site storm water runoff were received in the MS4 area.	
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	Perform construction site plan reviews prior to commencement of construction activities as outlined in City Code.	Yes	0	0	As no development occurred in the City of Wyoming over 1 acre, no site plans were reviewed.	Yes
Building Department						



BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
			# of Applicable Sites	# Performed	Avg. Frequency		
Site Inspection Procedures	Conduct erosion and sediment control inspections associated with the active construction projects located within the City of Wyoming and ensure compliance to the established ordinance.	Yes	0	0	0	As no developed occurred in the City of Wyoming over 1 acre, no site inspections were necessary.	Yes
Building Department							

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	Enforce sanctions for non-compliance with construction control measures and BMPs. Chapter 933 describes penalties and fines associated with violating provisions of Chapter 933.	Yes	0	0	Enforcement actions were not necessary.	Yes
Building Department						

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	Continue to enforce Chapter 933 of City's Codified Ordinances. Stormwater regulations were updated and were adopted by Council on August 17 th , 2009.	Continue to enforce ordinances related to water management and sediment control.	Enforcement of the ordinance is ongoing
Building Department			
Sediment and Erosion Control Requirements	Continue to enforce the most recent Ohio EPA's Construction General Permit associated with erosion and sediment control.	Continue to enforce design and construction specifications for stormwater management facilities.	Enforcement of the ordinance is ongoing
Building Department			
Complaint Process	Maintain complaint management system so that residents may call or e-mail to report illicit discharges.	Continue to maintain complaint database. Provide contact information on the storm water webpage as a reporting mechanism for residents who identify insufficient erosion and sediment control practices.	Throughout 2017
Building Department/Department of Public Works			
Site Plan Review Procedures	Continue to review erosion and sediment control plans submitted to the City of Wyoming to ensure compliance with the established ordinance.	Continue to review erosion and sediment control plans submitted to the City to ensure that the appropriate controls will be implemented during construction activities to minimize stormwater pollution.	Throughout 2017
Building Department			
Site Inspection Procedures	Conduct erosion and sediment control site inspections and ensure that the City's inspectors are trained per the requirements within the Ohio EPA General Permit.	Continue to conduct site inspections associated with active construction projects within the City limits to ensure compliance to the erosion and sediment control requirements and notify developers/contractors of violations and recommended corrective measures.	Throughout 2017
Building Department			
Enforcement Procedures	Continue to enforce sanctions for non-compliance with construction control measures and BMPs. Chapter 933 describes penalties and fines associated with violating provisions of Chapter 933.	Continue the enforcement authorized for non-compliance with construction control measures and BMPs. Violated provisions of Chapter 933 result in penalties, fines and suspension.	Throughout 2017
Building Department			



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 Chapter 933 of City's Codified Ordinances	Yes	Ordinance No. 24-2009, which adopted Section 933.04 of the Wyoming Codified Ordinances adopted by Council on August 17 th , 2009 http://wyomingohio.gov/laws-ordinances/		The City has enforced ordinances related to post-construction stormwater management and stream corridor protection. The ordinance indicates that the City adopted the Hamilton County Storm Water District Rules and Regulations associated with Stream Corridor Protection (Article IV) and Post-Construction Storm Water Management (Article V).	Yes
Building Department						
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	Continue use of the Ohio EPA Construction General Permit.	Yes	Ohio EPA Construction General Permit		Continued to enforce post-construction requirements within existing code.	Yes
Building Department						
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	Review SWPPP submitted to the City of Wyoming to ensure compliance to the established ordinance.	Yes	0	N/A	The City of Wyoming reviews all submitted SWPPPs to ensure compliance with stormwater design requirements.	Yes
Building Department						
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	Perform inspections to ensure that the post-construction BMPs as indicated on the approved SWPPP are installed and constructed properly.	Yes	0	N/A	The City of Wyoming inspects sites as required, when necessary.	Yes
Building Department						



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	Enforce the established stormwater management ordinance requirements based upon site inspection findings and as-built plan reviews.	Yes	0	N/A	There were no violation letters or enforcement actions taken.	Yes
Building Department						
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	Enforce ordinance language requiring the recording and enforcement of an operation and maintenance agreement between the developer of any applicable site and the City.	Yes	0	0	The City has adopted Post Construction Regulations. Chapter 933.04, Section 516 includes requirements of Inspection and Maintenance for use on all applicable sites over one acre which complies with OEPA requirements.	N/A
Building Department						



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	Continue to enforce Chapter 933 of City's Codified Ordinances.	Continue to enforce ordinances related to post-construction stormwater management.	Enforcement of the ordinance is ongoing
Building Department			
Post-Construction Requirements	Continue to enforce Chapter 933 of City's Codified Ordinances and the requirements of the Ohio EPA Construction General Permit.	Continue to enforce ordinances related to post-construction stormwater management.	Enforcement of the ordinance is ongoing
Building Department			
Site Plan Review Procedures	Review SWPPPs to ensure that the requirements of the City's Code and the Ohio EPA's General Permit requirements are being appropriately addressed.	Continue to review SWPPP's submitted to the City to ensure compliance to the City's standards.	Throughout 2017
Building Department			
Site Inspection Procedures	Continue site inspections as part of the City's Site Inspection Plan. Chapter 933 describes inspection requirements of underground detention chambers and actions to be taken by the City when property owners fail to comply with these requirements.	Conduct annual post-construction water quality BMP inspections. Continue to review as-built plans to ensure that the approved post-construction water quality BMPs per the SWPPP are installed and constructed properly.	Throughout 2017
Building Department			
Enforcement Procedures	Continue to enforce sanctions for non-compliance with construction control measures and BMPs. Chapter 933 describes penalties and fines associated with violating provisions of Chapter 933.	Continue enforcement of the stormwater management ordinance based upon findings of the annual post-construction water quality BMP inspections conducted and as-built plan reviews.	Throughout 2017
Building Department			
Long-Term O&M Plans/Agreements	Ensure that long-term O&M plans are developed and agreements are in place and recorded.	Continue to enforce Chapter 933.04, Section 516, which includes requirements of Inspection and Maintenance for use on all applicable sites over one acre.	Throughout 2017
Building Department			



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

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	Implement training program for City employees	Yes	Municipal operations and activities Storm Water Pollution Prevention.	City employees	12	City staff participated in a training session regarding storm water pollution prevention measures associated with municipal operations and activities.	Yes
Department of Public Works							
List of Municipal Facilities Subject to Program					O&M Procedures Developed for Facilities (Yes or No)	# of Facility Inspections Performed	Frequencies of Such Inspections
City of Wyoming Public Works garage located at 800 Oak Avenue.					Yes	1	Routine walk-thru's and comprehensive annual inspections
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
	Continue to street sweep high traffic areas; record yard waste pickup; implement recycling programs throughout the community including disposal of waste oils; clean catch basins regularly; inspect/evaluate stormwater outfalls on a routine basis; inspect City vehicles for maintenance needs; limit pesticide/fertilizer/herbicide and de-icing salt use.			The City of Wyoming is one of the top five recyclers in Hamilton County, Ohio for populations less than 10,000. Wyoming recycles 28% of waste. In addition to annual cleaning of catch basins, Wyoming checks and removes debris from catch basins during and after large storms. Finally, regarding City vehicles, 25% of the fleet is checked and serviced weekly.			
Disposal of Wastes	Procedures Developed (Yes or No)		Document Amounts of Wastes Properly Disposed				
	Yes		<ul style="list-style-type: none"> Yard waste collected = 620 tons Waste oils and grease collected = 110 gallons Leaf collection = 32 tons 				
Road Salt	Covered (Yes or No)		Tons Used	Summarize Measures Taken to Minimize Usage			
	Yes		400 tons	Weather conditions and road surface conditions were monitored to determine the appropriate salt application rates in order to minimize salt usage.			



Pesticide & Herbicide Usage	Procedures Developed (Yes or No)	Gallons Used	Summarize Measures Taken to Minimize Usage
	Yes	1,960 gallons of diluted insecticide for emerald ash borer control and 6,933 gallons of diluted herbicide for general weed control	Pesticides were applied in designated target areas determined by the City and were applied by certified applicators based upon the manufacturer recommended application rates. Weather conditions were monitored prior to applications to minimize runoff into storm sewer systems and surface waters.
Fertilizer Usage	Procedures Developed (Yes or No)	Pounds Used	Summarize Measures Taken to Minimize Usage
	Yes	6,980 lbs	Fertilizer was applied in designated target areas determined by the City and were applied by certified contractors and City staff based upon the manufacturer recommended application rates. Weather conditions were monitored prior to applications to minimize runoff into storm sewer systems and surface waters.
Street Sweeping	Procedures Developed (Yes or No)	Document Amount of Material Collected and Properly Disposed	
	Yes	Sweepings occurred throughout 2016 totaling 368 hours. 685 cubic yards material was collected. Street sweeping materials were disposed of at the local landfill (Rumpke). Outfalls and curb inlets were cleaned in January and February 2016. 845 structures were cleaned and 61 catch basins were repaired. Approximately 2,000 cubic yards of material was collected and properly disposed of.	
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality		
	N/A		

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	Continue to provide an employee training program focused on pollution prevention.	Continue attendance of seminars and workshops by Public Works employees including staff-wide training.	Accomplish by 4 th quarter of 2017
Department of Public Works			
List of Facilities Subject to Program	Annually update the Pollution Prevention Plan for vehicle maintenance facility.	The City will continue to implement and follow the requirements of the SWPPP for this facility.	Throughout 2017
Department of Public Works			
MS4 Maintenance	Continue to street sweep high traffic areas; record yard waste pickup; implement recycling programs throughout the community including disposal of waste oils; clean catch basins regularly; inspect/evaluate stormwater outfalls on a routine basis; inspect City vehicles for maintenance needs; limit pesticide/fertilizer/herbicide and de-icing salt use.	Minimize salt usage; dedicate hours to street sweeping; continue recycling and disposal of waste oils throughout community; continue yard waste pickup; dedicate hours to cleaning, inspecting, and repairing catch basins; routinely dedicate hours to inspecting and evaluating stormwater outfalls.	Throughout 2017
Department of Public Works			
Disposal of Wastes	Continue collection of waste oils and grease.	Continue proper disposal of waste oils throughout community.	Throughout 2017
Department of Public Works			
Road Salt	Continue to carefully store and apply de-icing salt, while maintaining the safest roads possible in the most economical manner, while protecting the environment.	Continue to monitor road conditions and application rates to minimize the amount of salt applied.	1 st and 4 th quarters of 2017
Department of Public Works			
Pesticide & Herbicide Usage	Continue to provide pesticide and herbicide application services and determine means to reduce application amounts.	Continue to monitor application rates within designated areas to minimize the amount of pesticide and herbicide applied. Track amount used by contractors.	During the 2017 growing season, when needed
Department of Public Works			



BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Fertilizer Usage Department of Public Works	If using fertilizer, continue to determine means to reduce application amounts.	Continue to monitor application rates within designated areas to minimize the amount of fertilizer applied. Track amount used by contractors.	During the 2017 growing season, when needed
Street Sweeping Department of Public Works			
Flood Management Projects Department of Public Works	N/A	N/A	N/A

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.

The City updated the SWMP that was previously prepared in 2009 and presented the draft plan to City Council in May of 2016. City council adopted the updated plan via a resolution and a copy submitted to the Ohio EPA. The City has additionally posted a copy of the SWMP on the City's website for public review.

Summary of SWMP updates:

MCM 1: Public Education/Outreach & MCM 2: Public Participation

- Identification of five themes that will be addressed as part of the City's educational program over the five year permit period:
 1. Nutrient management;
 2. Home sewage treatment system (HSTS) management;
 3. Commercial/restaurant industry stormwater pollution prevention;
 4. Backyard conservation;
- The City will explore coordinating and/or teaming up within other organizations and groups, including the City's in-house Environmental Stewardship Committee and the Hamilton County Soil and Water Conservation District, to provide additional means of distributing education throughout the community.

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

- Continuation of stormwater outfall dry weather screenings to assist with identifying illicit discharges.
- Development of an IDDE plan that identifies procedures associated with planned illicit discharge identification, reporting, and response procedures.

MCM 4: Construction Site Storm Water Runoff & MCM 5: Post-Construction Storm Water Management in New Development/Redevelopment

- Indicated that the City will include a review of construction site runoff requirements as an agenda item at preconstruction meeting to ensure that developers and contractors understand their role within pollution prevention during construction activities.

VARIANCES GRANTED (IF ANY)

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

Not applicable.

TABLE OF ORGANIZATION

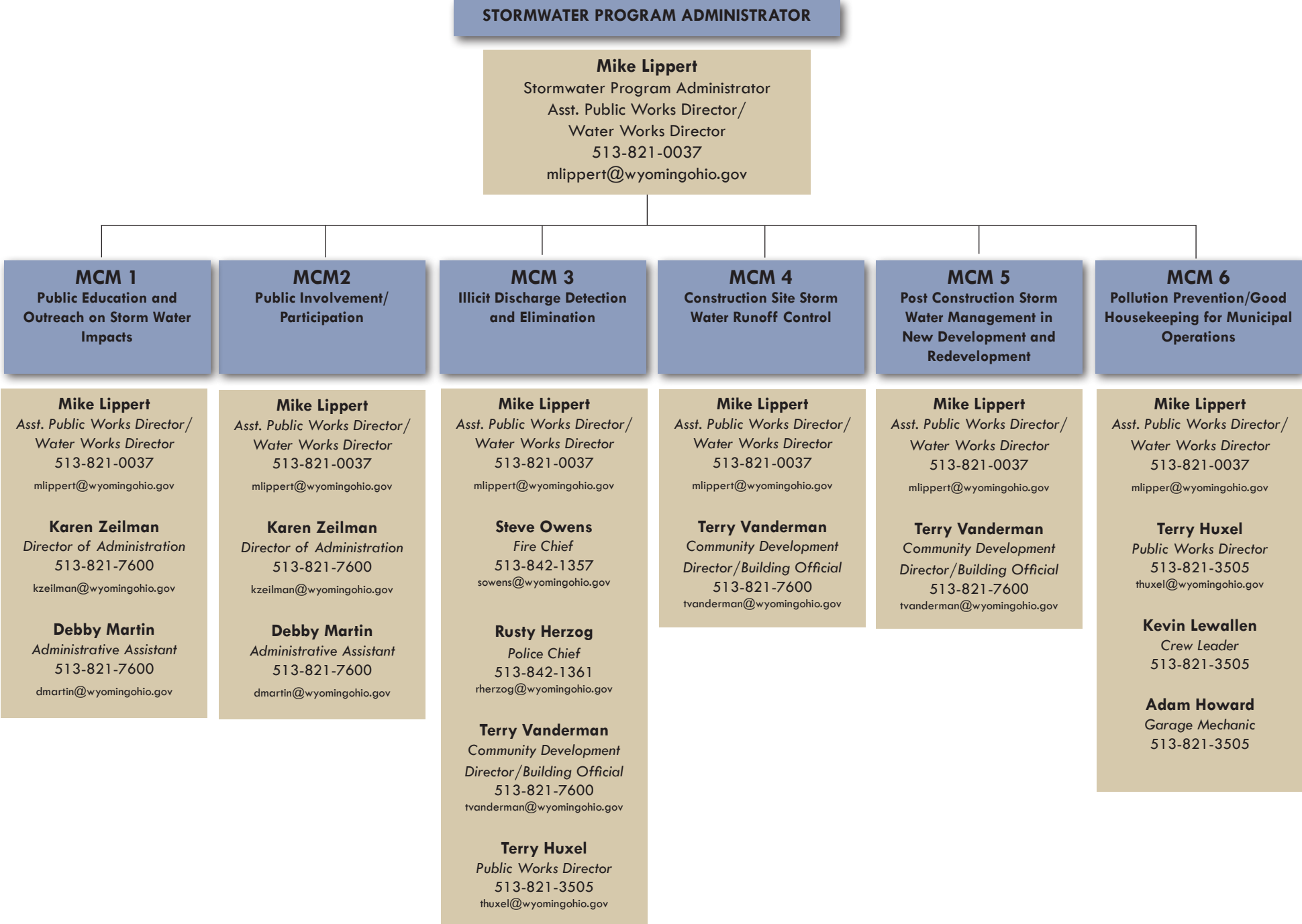


Figure 1