BWCP - 8 (6/2005) Version 1.0

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATIION

Phase II SPDES General Permit for

Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02

MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM

Regulated MS4: City of Ithaca **SPDES Permit Number: NYR20A 283**

See information packet for information to help complete this form.

MCC Form for year ending: March 9, ___2006 (Year 3) ____ 2007 (Year 4) __X__ 2008 (Year 5)

Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)

Owner/Operator Is information below new or changed? __ Yes _X__ No

Name: Carolyn Peterson	Title: Mayor		Department: Mayor's Office
Mailing Address: Street or P.O. Box: 108 East Green Street		City: Ithaca	
Mailing Address: County: Tompkins		State: New York	Zip Code: 14850
Phone: (607) 274-6501	E-mail Address: carolynp@cityofithaca.org		

Local Stormwater Public Contact (Required by Minimum Measure 2)

Is information below: 1) new or changed? ____ Yes _X_ No

2) same as: ___ Owner/Operator

Name: Scott Gibson	Title: Environmental Engineer		Department: Public Works – Water & Sewer
Mailing Address: Street or P.O. Box: 510 First Street		City: Ithaca	
Mailing Address: County: Tompkins		State: New York	Zip Code: 14850
Phone: (607) 272-1717	E-mail Address: scottg@cityofithaca.org		

Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)

Is information below: 1) new or changed? ____ Yes _X_ No

2) same as: ___ Owner/Operator _X_ Local Stormwater Public Contact

Name:	Title:		Department:
Mailing Address: Street or P.O. Box:		City:	
Mailing Address: County:		State:	Zip Code:
Phone: ( )	E-mail Address:		

Annual Report Preparer

Is information below: 1) new or changed? ____ Yes _X_ No

2) same as: ___ Owner/Operator ___ Local Stormwater Public Contact _X_ SWMP Coordinator

Name:	Title:		Department:
Mailing Address: Street or P.O. Box:		City:	
Mailing Address: County:		State:	Zip Code:
Phone: ( )	E-mail Address:		

IMPORTANT NOTE: Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

Section B. Local Water Quality Information

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

_X_ Yes (complete the table below) __ No ____ Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	**Pollutant(s) of Concern** (from 303 (d) list and/or TMDL)	**Classification**	
		303 (d)	**TMDL**
Cayuga Lake, Southern End	Phosphorus, Silt/Sediment	X	

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?	___ Yes _X_ No
3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?	___Yes _X_ No (explain below)

Explanation: *Special conditions for the southern end of Cayuga Lake have not been finalized.*

Section C. Partnership Information

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners? _X_ Yes (complete table below) ____ No (Proceed to Section D)

List MS4 Partners with Legally Binding Agreements or Contracts in Place
None
List MS4 Partners with Planned Legally Binding Agreements or Contracts
None
List MS4 Partners with Other Agreements in Place
A formal resolution was passed through the City Board of Public Works on August 13, 2003 to recognize a cooperative regional partnership of the Intermunicipal Organization, the Cayuga Lake Watershed Network, and the 10 MS4s within Tompkins County as a stormwater coalition. This resolution had been attached by appendix in the first two annual report submissions and would be redundant to this report. Each MS4 authorized a Memorandum of Agreement during the summer of 2006 to become a full stormwater coalition. The group has been working and continues to work on grants management and providing information and educational awareness. The City, along with the other MS4s, now contribute $1,500 annually as membership fee. See Appendix A for MOA and invoice.

Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)? _X_ Yes ___ No (Explain below)

Explain:

Section E. Funding and Resource Allocation

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008? _X_ Yes ____ No (explain below)

Explain:

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain: *Round 6 of WQIP; total $175,000 for regional coalition. Round 7 of WQIP; total of $100,000 for regional coalition. State Water Quality Mini-Grant funding from DEC and State Soil and Water; $45,000 for regional coalition. $15,00+0 in stormwater coalition membership dues.*

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:

Section F. Compliance Certification

Compliance Assessment - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation ***and*** has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	_X_ Yes ___No __ N/A	_X_ Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.2.	Public Involvement / Participation	_X_ Yes ___No __ N/A	_X_ Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.3.	Illicit Discharge Detection and Elimination	_X_ Yes ___No __ N/A	_X_ Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.4.	Construction Site Stormwater Runoff Control	_X_ Yes ___No __ N/A	_X_ Yes __No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.5.	Post-Construction Stormwater Management	_X_ Yes ___No __ N/A	_X_ Yes __No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	_X_ Yes ___No __ N/A	_X_ Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		

Certification Statement

"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 gathered and evaluated 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 the possibility of fine and imprisonment for knowing violations."

Print Name: _____ Title:_____

Signature: _____ Date:_____

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS**.

The following abbreviations were used throughout this document

SWG = Tompkins County Stormwater Working Group
CCE = Cornell Cooperative Extension of Tompkins County
Network = Cayuga Lake Watershed Network
SWCD = Tompkins County Soil and Water Conservation District
IO = Cayuga Lake Watershed Intermunicipal Organization
WRC = Tompkins County Water Resources Council
TCP = Tompkins County Planning
TC = Tompkins County
W&S = City of Ithaca Water & Sewer Division of Public Works
S&F = City of Ithaca Streets and Facilities Division of Public Works

Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE

Regulated MS4: CITY OF ITHACA SPDES Permit Number: NYR20A 2 8 3

Annual Report Table for year ending: March 9, ___ 2006 (Year 3) ____ 2007 (Year 4) __X__ 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS**.

Minimum Control Measure 1. Public Education and Outreach
Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP). • *Explain the program, including activities and materials used* • *Identify the personnel or outside organization conducting the activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
	Pollutants of Concern: The City of Ithaca along with the other Tompkins County regional MS4s have been focusing on the following POCs in it's public education and outreach: Pesticide use, floatable solids, debris, phosphorus, biological impacts from yard and pet waste, general nutrient problems. **Contributors of Stormwater and Non-Stormwater Discharges:** The following have been assessed as the primary contributors of Stormwater and Non-Stormwater related discharges – Roof leaders, street runoff, potable water usage from fire hydrant discharge, construction site development. **Assessment of Compliance**: The City of Ithaca feels that it has met this measurable goal.
The Cayuga Lake Waterfront Plan was completed during the 2006 reporting period and continues to be implemented in stages. It is intended to increase public access to the waterfront and improve waterfront parks, improve boating facilities and operation, and encourage appropriate economic development along the lake front. The plan includes an inventory and analysis of natural	Ongoing

resources, cultural and land resources, and key issues and opportunities; waterfront revitalization policies; proposed land and water uses (land use changes, boating regulation changes, watershed management, and waterfront project and initiatives); and local implementation issues (zoning changes, enforcement of regulations, consistency review, and implementation schedule). The Cayuga Lake Waterfront Plan is a multi-phased project slated for additional opportunities over the next several years.	
City of Ithaca and SWCD continue to use water quality test kits in educational hands on training for schools.	Ongoing
SWCD assists agricultural operations, MS4 and contractor support with emergency spill plans and environmental management. TCSWCD will continue to operate in a guidance capacity for MS4, agricultural and contractor support.	Ongoing
The City continues to update its informational based stormwater web page. The site contains both DEC and EPA information. The CLWN also has a web resource with links to important stormwater material such as pesticide/fertilizer management materials, general housekeeping, events and reports. As regulations and other pertinent information become updated, they will be made available on the web site.	Ongoing
The City of Ithaca brings portable displays to special events. Displays include hands on GIS demonstrations, stormwater posters, and the Enviroscape model. The following organizations also have portable displays: SWCD, CLWN, TCP, WRC, CCE, IO, City of Ithaca, Fall Creek Watershed Committee, Caroline Watershed Committee, Community Science Institute, Trout Unlimited. The City will continue to educate in this manner.	Ongoing
The City funds various volunteer monitoring organizations on 6MC. Funding is also provided to support two USGS gaging stations. The City has and will continue to be committed to funding these important opportunities.	Ongoing. City funds approximately $10,000 each year to support these programs.
CCE composting program (encourages the use of compost in place of fertilizer). Composting will continue on an annual basis.	Ongoing
IDDE training for municipal staff and officials; Deb Caraco (sponsored by Stormwater Coalition of Tompkins County) provided all day training (half in classroom, half in field). Approximately 35 attendees at Brooktondale Fire Hall (Town of Caroline)	May 2, 2007
Field techniques for Detecting Illicit Discharges; Deb Caraco provided half day training on simple field techniques, using existing stream monitoring data, and chemical monitoring data. 15 participants at Cornell Cooperative Extension of Tompkins County	Oct 20, 2007

Pledge for Clean Water – Website created as centerpiece of media campaign – www.cleanwaterpledge.org. 17 members of the public have taken the Clean Water Pledge since its inception (10 since last annual report). The site has not been actively promoted because of funding delay from NYSDEC for the media campaign per WQIP Round 6. Anticipate many more participants were media campaign implemented.	Ongoing task with more outreach with funding.
Lakefest, a public educational event: Hosted by the Watershed Network at Cass Park, Ithaca; 200 people attended.	Aug 18, 2007. Lakefest planned for August 2008.
Water Week – Local celebration of National Drinking Water Week organized by the Tompkins County Health Department and Cornell Cooperative Extension of Tompkins County. County-wide: 17 organizations provided educational lessons, displays, and interactive exhibits for Water Week. Over 300 people viewed exhibits, discussed water-related issues with agency staff, and participated in the Tompkins County Drinking Water Taste Test at the Ithaca Farmers Market. In conjunction with 4-H Environmental Appreciation Days, 27 third graders and 9 teachers/parents from Montessori School of Ithaca participated in hands-on water-related activities, including demonstrations of monitoring and inspection equipment; models of groundwater and surface water runoff; and educational computer games for children. The City gave a stormwater lesson to the third graders on May 4 highlighting ways to improve and implement runoff control.	May 4 & 5, 2007 Scheduled for May 2 & 3, 2008
Floating Classroom for local schools funding and sponsorship by the Cayuga Lake Watershed Intermunicipal Organization (IO), local governments, local Colleges/University, private sponsors, BOCES, and schools. Approximately 1200 participants in 2007.	Spring, Summer, and Fall tours; ongoing (pending continued funding)
Rain garden training and installation in Village of Lansing, and educational tour of multiple rain gardens with a total of 31 attending.	July 17-20, 2007 Additional rain garden trainings planned for next reporting period.
Green Buildings Open House. Organized by Cornell Cooperative Extension of Tompkins County and the Ithaca Green Building Alliance. Annual event featuring homes and businesses implementing green building practices and technologies. County-wide: Of 26 participating sites in Tompkins and surrounding counties, several homes featured practices to capture stormwater, such as rain barrels and living roofs. Motherplants green roof nursery also was a highlight reported by tour participants.	Oct 6, 2007 (Annual event)

In the V. of Lansing: 26 members of the public visited the Rain Garden at the Village of Lansing Hall. Cayuga Lake Watershed Network Steward Sharon Anderson explained how the rain garden works and answered questions.	
Vernal Pool Education. Hosted by Town of Newfield. 15 people attended	May 24, 2007
Road Ditch presentation by Rebecca Schneider (Cornell University) at Water Resources Council of Tompkins County	June 18, 2007
Articles in the Watershed Networks' newsletter during the reporting period: Stormwater Runoff: Problems and Solutions, Keeping Water Disease Free, Water Conservation Starts at Home, Landscape for a Healthier Lake, Solving Weed Problems Takes A Watershed, Less Phosphorus enters Cayuga Lake, Oil and Sewerage and Trash (IDDE), Road Ditches Link Land to Stream, Trees at Work, Floods, Managing Stormwater Onsite, Pollution from Tributaries	Approximately 1000 of each of five issues distributed. Additional articles planned for the next reporting period
Weekly column on sustainability in Tompkins Weekly included 2 articles on protecting water quality.	April and August 2007. Additional articles planned for 2008.
Green wall and stormwater retrofit training for Stormwater Coalition; tour on site (Cherry St) provided by designer/installer, Mike Carpenter	Aug 15, 2007
Environthon: Lansing and Newfield, BOCES New Visions The Envirothon is North America's largest high school environmental competition. The regional and local competitions are held in the spring, and the winning high school team from each county competes in the New York State Envirothon. NYS winners go on to compete in the national competition.	April 2007
Training for volunteer stream monitors and students at Tompkins Cortland Community College on benthic macroinvertebrates. Co-sponsored by the Watershed Network and the Fall Creek Watershed Committee, nine attended	May 2007
Volunteer Water Quality Monitoring Orientation. Held at Henry St. John Building and Six Mile Creek, Ithaca. Organized by Community Science Institute and Cornell Cooperative Extension of Tompkins County. 10 prospective volunteers participated in this orientation demonstrating why volunteer water quality monitoring is important and how volunteers collect samples for analysis of bacteriological and chemical parameters in CSI's lab as well as an introduction to monitoring using Benthic Macro Invertebrates (BMI). Some participants in this orientation are now involved in monitoring of the Cayuga Inlet (Newfield) and monitoring small streams directly entering Cayuga Lake.	May 23, 2007
Water Quality Monitoring in Seven Streams and Cayuga Lake – Tompkins County Public Library. Organized by the Community Science Institute and Cornell Cooperative Extension of Tompkins County.	Feb. 13, 2008

County-wide: Twelve members of the public attended. Steve Penningroth, director of the Community Science Institute, shared monitoring data collected by volunteers and compared water quality trends between sub-watersheds of the Cayuga Lake watershed. Discussion among local government representatives and audience members followed.	
Phosphorus in the Southern End of Cayuga Lake – Tompkins County Public Library. Organized by the Community Science Institute and Cornell Cooperative Extension of Tompkins County. County-wide: 40 members of the public attended this session, which provided a "Phosphorus 101" overview (what it is, how it moves through the watershed, etc.) followed by a panel of scientists sharing P monitoring data. Presenters included: Bob Howarth, Cornell University; Jose Lozano, Ithaca-area Wastewater Treatment Facility; John Halfman, Finger Lakes Institute; Steve Penningroth, Community Science Institute; Dave Mathews, Upstate Freshwater Institute. Panelists' data consistently suggested primary contributors of P to southern end of Cayuga Lake are tributaries, not point sources like wastewater treatment facilities or Lake Source Cooling. Generated subsequent discussion in Ithaca Journal ("Experts blame lake's odor on farming, pols" by Krisy Gashler, Feb. 28, 2008 and "Lake Meeting Comments" Letter to Editor by Roxanna Johnston and Craig Schutt, Mar. 11, 2008). Also received media coverage in Ithaca Times ("Phosphorus…Remediating Pollution" by Cara Hoffman, Mar. 5, 2008).	Feb. 27, 2008
Various public meetings for local laws development were conducted in both the Board of Public Works and Common Council Forums	November 7, November 20, and December 5, 2007. Additional public meetings will be held if amendments to the law are warranted.

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 2. Public Involvement/Participation

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program. • *Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.* • *<u>Indicate activities planned for next year</u>.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) **<u>Assessment of Measurable Goal Compliance</u>**: The City of Ithaca is actively involved in many watershed/stormwater based groups. It funds various volunteer organizations with responsibilities including stream monitoring and maintenance. A better understanding of the watershed has been achieved and the data has been collected for use in other related studies. This information helps identify potential trouble spots which could be linked to industrial, business, and or homeowner sources. Annual reports have been consistently filed on-time and advanced opportunity for public notice and comment have been provided. The City of Ithaca feels that it has met compliance for this minimum measure and it will continue to be part of the active stewardship in the region.
Cleanups of Fall Creek, Salt Point, Stewart Park	May 2007, Fall Creek cleanup; Sept. 2007, Salt Point and July 2007 Stewart Park. Next year Cayuga Inlet Cleanup March 29, 2007 and Fall Creek May, 2008. Salmon Creek and Salt Point cleanups to be scheduled.
County notification law for pesticides	ongoing
Household Hazardous Waste collection at Tompkins County Solid Waste	Six collection dates per year; ongoing
Living Wall Community Build at 227 Cherry Street, Ithaca. City of Ithaca w/ participants from throughout county: 30 adults and youth volunteered in planting of living wall funded through mini-grant from NYSDEC to the Tompkins County Water Resources Council. Received front page coverage in the Ithaca Journal ("Living Wall Takes Shape at Glyph" by Tim Ashmore, June 18, 2007) and highlighted in the Southern Tier East Regional Planning and Development Board's Low Impact Development Sampler (see http://www.stcplanning.org/usr/LIDTompkinsCountyNY.pdf). For photos, visit http://counties.cce.cornell.edu/tompkins/environment/event.php. The living wall	June 17, 2007

was designed to capture stormwater that would otherwise enter the Cayuga Inlet through storm drains.	
Volunteer Water Quality Monitoring: Celebrating and Taking Stock – Cooperative Extension. Annual celebration of volunteer water quality monitoring organized by Community Science Institute and Cornell Cooperative Extension of Tompkins County. County-wide: 36 adults and 8 youth volunteers and agency staff shared successes and challenges of monitoring in 2007 and learned about FLLOWPA Guidelines for Quality Assurance Planning, presented by Craig Schutt, Tompkins County Soil and Water Conservation District.	Jan. 10, 2008
Volunteer Water Quality Monitoring – See www.communityscience.org for more information Six Mile Creek Fall-Virgil Creek Salmon Creek Taughannock and Trumansburg Creeks Cayuga Inlet (Newfield section) Direct Streams Cayuga Lake at Stewart Park The City provides financial support for this	Ongoing based on funding
Aquatic Insect Monitoring Workshop. The Community Science Institute and Cornell Cooperative Extension offered an all-day workshop on freshwater aquatic insect monitoring. 20 participants.	September 8, 2007
Public meetings for local laws	Throughout late 2007
Cayuga Lake Water Quality Monitoring. The City conducts monthly lake sampling for parameters including phosphorus, sediment, clarity, pH, etc. Data is compiled and evaluated for point source and non-point source pollution.	Ongoing and as funding dictates.
The City has representation in various watershed based groups and is involved in stakeholder meeting including the Stormwater Coalition, IO, Fall Creek Watershed Committee, the Regional Non-Point Source group, the WRC, the Town of Caroline Watershed Committee, the Natural Areas Commission, the Grants and Lake Source Cooling Committees, etc.	Membership is ongoing
The City of Ithaca is a member of the regional MS4 Stormwater Coalition which includes membership from all 10 Tompkins County MS4s, schools and non-traditional MS4s.	Ongoing
Watershed Protection - The Natural Areas Commission (NAC) is a delegation of dedicated volunteers interested in maintaining a healthy watershed. The	Ongoing

NAC is recognized in the City of Ithaca ordinance.	
The City site plan review process incorporates a system of public notices and public review periods on all site plan review projects. The City site plan review process is steadily being modified to incorporate a formal stormwater review process.	Ongoing

Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. *Describe procedures below and state the methods used to publicize the AR public presentation.*

The report was presented to the Board of Public works for review on May 8, 2008. A public notice advertisement was placed in the Ithaca Journal on May 7, 2008 (Appendix B). At the May 14, 2008 Board of Public Works meeting, the public was allowed a comment period. If any comments were received, they would have been addressed in this report. Given the fact that no statements were made, the Board passed a resolution approving the document. (Appendix C).

Permit Reference IV.C.2.e: Public presentation of; **f:** summary of comments received on; and **g:** intended response to comments on the SWMPAR.

Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:
Board members and staff were in attendance at the public presentation of the Annual Report. This included; Mayor Carolyn Peterson, Ron Chapman, Commissioner; Ray Schlather, Commissioner; Wade Wykstra, Commissioner; Jill Tripp, Commissioner; Claudia Jenkins, Commissioner; Dan Hoffman, Attorney; Maria Coles, Liason to Common Council; Larry Roberts, DAC Liason; Bill Gray, Super of Public Works; Erik Whitney, Assist Super DPW W&S; Rick Ferrel, Assist Super S&F; Scott Gibson, Environmental Engineer, DPW W&S.

There were no public comments received by mail, e-mail, phone or at either BPW meeting.

Comments on Annual Report Meeting	**Date of Annual Report Meeting:**	**Approximate Date of Meeting Next Year:**
_X_ No public comments received on Annual Report. ___ Comments received. **Attach summary of comments and intended responses.**	May 14, 2008	May 2009

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
A mailing list is maintained through TCP to notify regional interested parties about stormwater happenings and events. The list includes municipal officials, key contractors, engineering groups, planners, etc. The list will continue to be provided throughout 2008.	Ongoing

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4. • *Explain the activities and procedures used to meet this requirement this year and planned for next year.* • *Revise as procedures are updated.* • *Identify personnel or outside organization conducting the activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.* **Assessment of Compliance:** The City of Ithaca has been consistently working to achieve compliance for this minimum measure. In the past three years, Ithaca has identified departments that are primarily responsible for this requirement. City Streets & Facilities are the front line force who ensure the integrity of the storm sewer system. They have been trained in illicit discharge detection and have developed a notification system for response elimination. They carry spill containment materials on all vehicles in the form of sorbent booms and test kits. City GIS has also added an additional staff member to help in mapping the stormwater collection system and outfalls. GIS has the necessary software, GPS field survey equipment, technology, and expertise to ensure that mapping is kept up to date. Budgeting for this goal is through the regular Streets & Facilities and GIS operating lines. All outfalls have been assessed, program and budgeting administration is in place, and a method for detecting IDDE has been met. The City adopted an IDDE ordinance and enforcement response plan in January 2008.
The WTP lab performs routine analysis of sediment samples from 6MC. The data is being used to understand point and non-point source sediment load transport to Cayuga Lake, source water quality from a drinking water treatment perspective, and to assess the level of property damage caused by streambank erosion. The WTP began hiring interns in the summer of 2007 to address a backlog of samples and eventually to work with a consultant to develop a new automated technology for sampling logging and data capture. The goal is to reduce time and error of data transcription.	The software will be tested in the spring of 2008 and should be fully operational by this summer. Data will continue to be used across the region as project needs arise.

Field techniques for Detecting Illicit Discharges; Deb Caraco provided half day training on simple field techniques, using existing stream monitoring data, and chemical monitoring data. 15 participants at Cornell Cooperative Extension of Tompkins County	Oct 20, 2007
Household Hazardous Waste collection at Tompkins County Solid Waste	Six collection dates per year; ongoing
Pesticide neighbor notification law	Ongoing
The City of Ithaca highway dept. continues to provide catch basin inspections and system cleaning as part of their utility maintenance program. Though the quantity varies from year to year, well over 1000 catch basins have been evaluated and roughly 750 were cleaned during this past reporting year.	Ongoing as part of the utility maintenance program
The City of Ithaca continues to utilize the sampling boat that it funded during the 2005/2006 reporting period to monitor phosphorus and suspended solids pollutant levels in Cayuga Lake. At least 8 sample collection trips were made this past year. The data helps to better understand point and non-point source pollution.	Ongoing
The City continues to enforce the requirement that all pump testing contractors dechlorinate potable water prior to discharge. This will be incorporated in the prohibited discharge section of the new local law.	Ongoing
The City Streets and Facilities group (S&F) cleaned various catch basin grates, creek debris and sediment traps after rainfall events at Heinsy Dam, Williams Creek, Kline Creek, and Midas Muffler.	Ongoing as part of the utility maintenance program
City Water and Sewer maintains an ongoing effort to address inflow and infiltration and surcharging issues for the wastewater treatment plant. It completed the replacement of roughly 2 miles of 24" trunk sewer along Aurora Street in the fall of 2007. By replacing aged sewer pipe, this reduces potential for cross contamination to the storm sewer. City W&S crews also investigate cross connection complaints to determine if broken sewer lines are intermixing with stormwater discharges. None were found during the reporting period.	Ongoing as part of the sewer utility improvement capital program.
On November 7, 2007, the City of Ithaca W&S Division responded to a reported illict discharge of cooking grease from 107 East State Street, an asian restaurant located on the Commons. Streets and Facilities and Water & Sewer staff were dispatched to investigate. It was discovered that waste oil & grease was being collected by individuals interested in using it for bio-fuel. Apparently, residual left in the container was being disposed of through the nearby catch basin. A letter was promptly sent to the proprietors with record copies sent to the building landlord. The tenant responded by phone soonafter and ensured the City that the establishment would change standard operating procedures by monitoring the informal transfer of their waste products more	Ongoing on a case by case basis.

closely. There have been no additional complaints since. (Appendix D)	
The stormwater coalition will continue to identify other detection methods and support municipal efforts. Deb Caraco from T.G. Miller Engineering has been contracted to help evaluate IDDE.	Under discussion

Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. *Explain activities performed this year <u>and planned for next year</u>, including work on the following IDDE guidance prerequisites:* • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. ***State if maps are in GIS.***	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) *Example measurable goals: percent of outfalls mapped* Completed Goals: • Assembled GIS team of 4. • Equipment available, Trimble GPS Survey Grade 4800, Trimble Backpack Rover, ArcGIS Software • Networked server for archived data • Established budget through GIS to operate program • Established O&M team to clean catch basins, maintain the system, and detect illicit discharges. • O&M team carry sorbent booms and basic indicator tests to identify potential illicit discharges. • An Outfall Map has been generated and is complete. • Developed an IDDE Ordinance and ERP
The City continues to refine its GIS system map to identify all portions of its subsurface stormwater sewershed. During the upcoming year, crews will be focusing on quality control by validating data and resolving issues with map discrepancies.	Ongoing but complete.
The City of Ithaca continues to utilize the following professionals to aid in the mapping and identification of stormwater related issues: GIS technician to help in the compilation of the stormwater geodatabase surveying. GIS Manager, 21 yrs exp; GIS Technician, 7 yrs Exp; GIS Technician, 9 yrs Exp; Database Programmer, 16 yrs Exp.	Ongoing
The City's municipal separate storm sewer system is physically interconnected with some of the Town of Ithaca and Cornell University. The Town of Ithaca is diligently working on their MS4 Stormwater Management Plan and is very active in local groups and events. Cornell University, though not a regulated entity is also very involved in maintaining close contact with MS4 regulations	Ongoing collaboration

and requirements. There is open communication between the three entities at all times.	
Funding received by the stormwater collation during the 2005/2006 reporting period (approximately $173,000) will continue to be used to extend outfall and system mapping efforts across all MS4s. Currently, the City of Ithaca will be applying for reimbursement to fund efforts in data compilation and management.	Ongoing

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	___ No (go to ADDENDUM 1) _X_ Yes (complete questions below)
Assessment of Regulatory Mechanism (Local Code)	
1) When was this assessment completed or planned to be completed?	Date completed: _____January 4, 2008_____ __Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; __5.
2) Is there an existing ordinance, local law or other regulatory mechanism? *See also, TC Annual Report*	____ No (go to question 5) _X_ Yes
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	_ No (amendments needed) _X_ Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	_No (amendments needed) _X__ Yes
Development of Regulatory Mechanism (Local Codes)	
5) When was this work completed or planned to be completed?	Date completed: January 4, 2008 __Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___4; __5.
6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?	___ NYS IDDE Model Law in its entirety ___ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law __MS4 will write language equivalent to NYS IDDE Model Law
7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	__No __ _ Yes, list the **local code(s)** that will be changed:
8) If the existing regulatory mechanism does not require amendments, what	___ NYS IDDE Model Law in its entirety

language is in the mechanism? *N/A*	___ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law ___ Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: January 4, 2008
10) Provide a web address if adopted local law can be found on a web site.	Web Address: www.cityofithaca.org , Link to City Code, Link to PC Codebook, Type Section 282 Stormwater in Search Engine

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. • *Explain activities and materials used to meet this requirement this year and planned for next year* • *Identify personnel or outside organization conducting activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
IDDE training for municipal staff and officials; Deb Caraco (sponsored by Stormwater Coalition of Tompkins County) provided all day training (half in classroom, half in field). Approximately 35 attendees	May 2, 2007 at Brooktondale Fire Hall (Town of Caroline)
The City of Ithaca Planning Dept. reviews erosion and sediment control and stormwater utility information in its site plan review process. In addition, both the State Design Manual and Erosion and Sediment Control document are used as technical guidance.	Ongoing
Informative EPA literature is distributed by the City at various events such as WaterWeek and other environmental awareness activities. Topics include fertilizer management, automotive fluids disposal, recycling, debris management, etc.	Ongoing at annual events.
City employees receive training on hazardous waste and chemical handling, construction practices and safety.	Training is offered annually to Streets and Facilities, Water & Sewer, Public Works, Treatment Plant, personnel.
TC holds a bi-monthly haz waste collection program and promotes service through outreach education.	Ongoing
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**	
Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	___ No (go to ADDENDUM 2) _X_ Yes (complete questions below)
Preliminary Assessment of Regulatory Mechanism (Local Code)	
1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: Feb. 7, 2006 ___Not yet completed (proceed to next table) Plan to complete for reporting in year: ___4; ___5. __Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted *Sample Local Law for Stormwater Management and Erosion & Sediment Control* (Sample Local Law).
2. If preliminary assessment was completed, indicate the results.	___ If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent _X_ If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent ___ If most of the Sample Local Law provisions appear in local code; minor revisions needed
Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)	
3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: March 10, 2006 ___Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___ 4; ___5.
4. How was the local code adopted or how will it be adopted*? **If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.*	a. _X_ The entire Sample Local Law adopted as amendments to existing code or as stand alone law. • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the *Gap Analysis* or equivalent process) to ensure the intent of the law has not been changed. b. ___ Parts of NYS Sample Local Law adopted as amendments to existing code. c. ___ Language developed by municipality was demonstrated to be equivalent.

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i (continued)

Assessment and Development of Regulatory Mechanism (Local Code) (continued)

5. Answer the following questions about the Gap Analysis or equivalent processes.

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the "Equivalence" column, meaning that there is an associated "Equivalence" sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses **exactly the same** as the Sample Local Law language	Existing clauses **equivalent** to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be **adopted**, listed as **legislative agenda** items.
1	0	0	7
2	0	0	51
3, 4, 5	0	0	2
6	0	0	9
TOTAL	0	0	71

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?	___ No _X_ Yes, list the **local codes** that will be changed: Gap analysis was provided in the 2005 report.
7. What was the date or is planned date of local code adoption?	Date: January 2008
8. Provide a web address if the adopted local law can be found on a web site.	Web Address: www.cityofithaca.org , Link to City Code, Link to PC Codebook, Type Section 282 Stormwater in Search Engine

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements. • *Describe the procedures below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
The City of Ithaca Planning Dept. reviews erosion and sediment control and stormwater utility information in its site plan review process. In addition, both the State Design Manual and Erosion and Sediment Control document are used as technical guidance. EIS are also included if required.	Adoption of local laws took place on January 2008. 100% of plans received are reviewed.
In accordance with the new local law, all construction projects are considered for stormwater management based on area of disturbance, slope thresholds, and other details. Depending on the level of technical review, decisions on projects fall under either the Planning Department or Water & Sewer. For example, SWPPP review and/or hydrologic/hydraulic review are conducted by W&S. General erosion & sediment control are also approved by W&S although planning is trained to review this information as well.	Ongoing
Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public. • *Explain the procedures below. Revise as procedures are updated.* • *Identify the responsible personnel or outside organizations.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
If calls are received by the Code Enforcement Officer, CEO calls DOT, DOH and engages the responsible party to regulate and monitor. CEO works with offender to remedy the situation.	Ongoing
As part of the site plan review process, the City affords the public a comment period on construction plans through board and council meetings.	Local laws and SOPs were developed to address this requirement – January 2008

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02. • *Describe each procedure below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.*
The City W&S evaluates site conditions with regard to E&SC on all utility jobs. It is also a first responder on all stormwater complaints from private contractors.	Local laws were developed in January 2008
Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet **within the MS4s jurisdiction**. • *Explain the activities and materials used to meet this requirement.* • *Identify the personnel or outside organization conducting this activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
IDDE training for municipal staff and officials; Deb Caraco (sponsored by Stormwater Coalition of Tompkins County) provided all day training (half in classroom, half in field). Approximately 35 attendees	May 2, 2007 at Brooktondale Fire Hall (Town of Caroline)
Tailgate training to W&S and S&F municipal labor crews are given as needed as each project dictates. For example. City W&S are planning for the construction of a new cold storage building. All crews involved with the work are educated on-site about inlet protection, silt fencing, and general stabilization practices. Periodic inspections with crew supervisors ensure that methods used are understood and implemented satisfactorily.	Ongoing
Code Enforcement Officers provide training in their daily work.	Ongoing
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• A combination of structural and/or non-structural management practices. • *Identify and describe below procedures to ensure installation of post-construction management practices. Revise as procedures are updated.*	DO NOT ENTER INFORMATION IN THIS CELL
The City of Ithaca currently has a formal requirement to ensure the installation of structural and non-structural stormwater management practices by referencing the State Design Book and the "Blue Book." The development of local laws this past reporting now formalize the process.	Local laws approved in January 2008
The City of Ithaca Planning Dept. reviews erosion and sediment control in its site plan review process.	Local laws approved in January 2008
• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • *Describe procedures below. Revise as procedures are updated.*	• *Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
The City has developed procedures for SWPPP review. This was formalized in local law development during 2007 - 2008.	Local laws approved in January 2008
Site Plan Review Process - 1) Applicant submits application with details, plans, stormwater management, E&SC, demolition, etc. 2) Staff reviews the plans, conducts environmental review and forwards to other pertinent City departments for comment. Water & Sewer evaluates the storm systems if technically required. 3) Applicant presents the proposal to Planning Board subcommittee which includes Codes who alerts applicant if there are any pending issues with project. 4) Applicant then presents proposal to Planning Board for approval. Planning Board normally considers itself Lead Agency in Environmental review, conducts a public hearing on the project and makes environmental declaration. 5) Staff comments, codes committee reports and other comments received are now considered and the Planning Board presents preliminary or final site plan approval.	Ongoing

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued)**:** Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Procedures for inspection and maintenance of post-construction management practices. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals are number of: inspections maintenance activities performed.*
Procedures for the inspection and maintenance of post construction management practices have been developed by the City through local law implementation. Currently, the City Streets and Facilities group is responsible for ditch and infrastructure cleaning and building inspections now include E&SC review by Codes Enforcement Officers. Any technical review for water quality and quantity controls are reviewed by Water & Sewer staff.	Ongoing.
Training and Information The City conducts tailgate training as the need arises based on project requirements.	Ongoing.
• Procedures for enforcement and penalization of violators. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals: number enforcement activities performed.*
Procedures for enforcement of post construction management practices were developed by the City through local law implementation. Building enforcement is handled through the City Codes Enforcement Office through escrow accounts, withholding of building permits, certificate of occupancy, or stop work order. Provisions for monetary penalties are detailed in the City's new local law.	Ongoing

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued)**:** Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • *Describe resources below. Update annually.*	DO NOT ENTER INFORMATION IN THIS CELL
A program was developed for enforcement and penalization of violators. This occurred during local law development between 2007 and 2008.	January 2008/Ongoing
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The City continues to partner with IPM, Ithaca Science Center and the CLWN to evaluate the use of structural soils for development.	Ongoing

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

- This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.
- A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *List pollutants that will be addressed by the municipal pollution prevention program.*	
Trash and debris, sediment, phosphorus, nitrogen, oils, grease, heavy metals from automotive wastes, misc. chemicals, petroleum hydrocarbons, chlorides, pesticides	
• *Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.*	DO NOT ENTER INFORMATION IN THIS CELL
Cayuga lake, Fall Creek, 6MC, Cascadilla Creek, Cayuga Inlet – Sediment and phosphorus and nitrogen pollution prevention program through wastewater treatment, W&S management operations, proper watershed management, volunteer sampling programs funded by the MS4, etc.	Ongoing
Water and Wastewater Treatment Plants – Chemical bulk storage, haz waste management and handling ops, spill prevention programs, dechlorination programs for large volume discharges.	Ongoing
Parks and Forestry – IPM, pervious surface development interests, pro-active environmental policies, leaf and debris pickup programs, tree maintenance and plantings, outreach programs, works closely with environmental advocates and granting agencies.	Ongoing
Streets and Facilities – Street sweeping programs, catch basin and infrastructure maintenance programs, storm sewer pump station maintenance programs, covered salt storage areas, storm sewer construction management.	Ongoing
Water & Sewer Division – Ensure that large volume potable water discharges from fire pump tests, hydrant flushes, reservoir tank discharges, etc. are dechlorinated. Ensure that construction jobs follow Phase II requirements (silt fencing, hydroseeding, good management practices for stockpiling, catch basin protection)	Ongoing
Vehicle Maintenance Operations – Proper haz and non-haz waste management and disposal programs. Spill prevention practices at the fueling station.	Ongoing

Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained). • *Explain activities and materials used to meet this requirement.* • *Identify training needs and design training components* • *Determine the adequacy and appropriate frequency of staff training.* • *Identify personnel or outside organization conducting activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
The City conducts annual PESH (OSHA) confined space entry training, chemical management and spill training and working with hazardous materials.	Annual program every Fall all DPW employees are required to be trained.
Every three years, County and emergency responders have trainings on hazardous spills, disaster management, etc.	Every three years.
Streets and Facilities, Engineers, Municipal Officials, Code Enforcement, Water & Sewer, and Planners attend periodic stormwater training events when offered.	Ongoing
It is believed that the frequency of training offered by entities like the NYSDEC, the regional stormwater coalition and in-house education satisfy the needs of this MS4. At least 4 opportunities are normally offered during the reporting period and attendance has been positive.	
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: _X_Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
Street sweeping is performed on an as needed basis. Streets conditions are assessed at least annually and maintenance is performed on areas most in need of attention. The equipment is also shared in an informal inter-municipal equipment lending program for other MS4s including the TOI and TC.	Ongoing
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
The City highway maintenance program street swept roughly 150 lane miles during the reporting period. The City downtown area is swept nightly and all other areas are swept annually in the Spring. Ultimately, this helps to reduce sediment load and contaminants from vehicular traffic from the watershed.	Ongoing
The City has a Spring and Fall leaf pickup and yard waste program. This reduces the phosphorus, nitrogen and sediment load to the storm infrastructure and receiving water bodies.	Ongoing
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
2 street sweepers w/one operator. Forestry crew with leaf vac truck.	Ongoing

Minimum Control Measure 6. Municipal Operations: _X_Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
The street sweeping program adequately reduces excess buildup of solids and other contaminants from vehicular traffic on City streets.	Ongoing
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.	Ongoing
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___X_Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
Winter road salt has always been kept under cover to protect the material and to reduce runoff.	Ongoing
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
City street sweepers, trucks, equipment and other vehicles are washed in two designated areas. A covered cold storage bay is serviced by a trench drain which is connected to an oil water separator. Grit is removed in several 1' sumps which are maintained several times a year as needed. In addition, larger vehicles are high pressure washed in a bermed area of the facility parking lot. Wash water solids settle out in the berm and are removed periodically with heavy equipment. Traditionally, soaps are not used in either operation	Ongoing
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
6 salt spreading trucks and several pickup mounted spreaders are used from City Streets & Facilities and Water & Sewer.	

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; _X_ Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
Covered salt storage significantly reduces localized chlorides, total dissolved solids and suspended solids contamination.	

Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.	

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; _X_Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
The City of Ithaca Streets & Facilities Division requires that a 1' sump be provided in any catch basin installed. This helps to promote better solids retention and removal.	Ongoing
The City of Ithaca Water & Sewer Division has begun a three year capital project to improve stormwater collection at its 510 and 600 First Street Operations. Roughly 12 catch basins were replaced by installing large sumps with baffles to promote sediment and grease retainage. The gravel and dirt lots of both facilities will be paved and graded to channel runoff to proper locations and to allow for periodic street sweeping. Landscaping will be implemented to improve water quality treatment and improve area aesthetics. Concrete berms will be constructed to house and maintain material stockpiles. Overall, the site will enhance runoff volume and quality control and have a neat and clean appearance.	Project is in three construction year installments. Catchbasin sumps completed in April 2008. New cold storage building, fences and asphalt lot by end of 2008. Road improvements and stockpile storage upgrades 2009.
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
The City of Ithaca offers its jet-vac truck to local municipalities for use within their storm systems. This is an informal intermunicipal cooperative agreement on catch basin maintenance via vacuuming etc. providing a means for solids removal in systems contiguous to City infrastructure.	Ongoing
Streets and Facilities have a catch basin and infrastructure cleaning program to	Ongoing

remove accumulated solids, sediment, sand, etc. from the system. The group maintains an average of 1,000 catch basins each year. Maintenance records are now being kept in a GIS geodatabase in lieu of their previously archived hand records.	
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
The infrastructure maintenance team is a crew of two. They use a Jet/Vac truck which includes a "Jet Rodder" attachement for all system applications.	Ongoing

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; _X_Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
Catch basin and system maintenance adequately reduce and/or prevent pollutant discharges by preventing excessive migration of contaminants through the system which ultimately discharge to local creeks and streams. The requirement for a 1' sump within each structure helps promote this program.	

Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Staff attend annual training sessions when available, usually through the DEC or stormwater coalition.	Ongoing
Staff are trained in the field on a job specific basis.	Ongoing

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; _X_Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
The City Streets and Facilities group follows all bulk storage regulations.	Ongoing
Hazardous materials management and disposal regulations are ensured.	Ongoing
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
City street sweepers, trucks, equipment and other vehicles are washed in two designated areas. A covered cold storage bay is serviced by a trench drain which is connected to an oil water separator. Grit is removed in several 1' sumps which are maintained several times a year as needed. In addition, larger vehicles are high pressure washed in a bermed area of the facility parking lot. Wash water solids settle out in the berm and are removed periodically with heavy equipment. Traditionally, soaps are not used in either operation.	Ongoing
Sorbent material (kitty litter) is kept at the vehicle fuel island for potential spills. Material is added and then swept to insure adequate removal.	Ongoing
Ditches and swales are cleaned as needed. The TCSWCD hydroseeder is available to ensure adequate growth in these areas after work is complete.	Ongoing
Hazardous materials and other wastes are stored in contained areas where they await pickup for disposal. There are no floor drains in the maintenance area.	Ongoing
Paint operations for sign and vehicle work are indoors in designated air filtered rooms.	
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
4 Mechanics and an administrative staff. A full facility maintenance shop is used with provisions for waste storage, hydraulic lifting, cold storage, and fluids containment areas.	Ongoing

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; _X_Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
Current programs adequately reduce the potential for chemical and hazardous waste and materials spills.	

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Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.	Ongoing

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; _X_Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
The City Forestry Group has an extensive public outreach program by giving informal guidance to residents and contractors on vegetation planting and maintenance. The Group is very ambitious in working toward maintaining open spaces and ensuring a healthy watershed.	
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
The City provides compost to its residents to encourage recycling.	Ongoing
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
A full staff with tree trimming equipment including a 40' cherry picker are used to maintain City vegetation.	

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; _X_Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
SWCD, Town of Ithaca, and Village of Cayuga Heights have hydroseeders which they have been sharing with other MS4s. Hydroseeding is supported by funding from the WRC and FL-LOWPA.	Ongoing
The City Forestry Group ensures that trees are maintained or replanted on all City streets and that planting projects are in place to enhance vegetative growth. This program helps to stabilize embankments, reduce runoff, and beautify the area.	Ongoing
Water and Sewer staff conducted a chemical bulk storage assessment of the Cass Park swimming pool chlorination facility in accordance with NYSDEC chemical bulk storage regulations. A new Spill Prevention Report was created and a list of improvements was issued to the facility supervisor. Continued monitoring and enforcement of these systems will help reduce the potential for environmental contamination during chemical transfer and day to day operations.	Ongoing
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Training is provided to City staff on an as needed basis. Normally to construction crews by tailgate talks.	
Additional Techniques	**Describe Measurable Goals and Results** (when applicable)

	Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; _X_Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
In March 2008, the City was found to be deficient by the NYSDEC in its stormwater management program for its DPW hardfill site in "Southwest Park." A SWPPP is currently under review with the State which includes provision for construction entrances, silt fencing, permanent stabilization, etc.	Installation and return to operations by June 2008
City W&S maintains the properties at all of its utilities including the Water Plant, Wastewater Plant, Water Tanks and Pump Stations. Parks maintains all public park properties including the municipal golf course. City Forestry is working with IPM to reduce the use of pesticides and fertilizers.	Ongoing
Hazardous materials are handled and disposed of in accordance with regulation.	Ongoing
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
Hydroseeding and/or seed and mulch are used to restablize as needed.	Ongoing
Typically fertilizers and pesticides are not used on most City property.	Ongoing
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
Staff and lawn equipment from W&S, S&F, IAWTF, the golf course and the water filter plant maintain City owned properties.	Ongoing

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; _X_Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

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Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
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Hazardous materials and wastes are managed appropriately in accordance with regulations.	Ongoing
No fertilizers and pesticides are used on general City property. The exception is the golf course, who are working with IPM to reduce their use of these products.	Ongoing
Hydroseeding is used when required to reduce potential sediment and surface contaminant laden runoff .	Ongoing
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.	Ongoing
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; _X_ Other: Water and Wastewater Treatment

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• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
The wastewater treatment facility pretreatment program inspects industrial users to identify chemical usage habits and proper waste disposal practices. This audit includes both internal and external hazardous and chemical usage storage and handling practices.	Ongoing
The City manages a 6 NYCRR Part 595-599 Chemical Bulk Storage Program for both its water filtration and wastewater treatment facilities. The plan insures proper operation, inspection and emergency response procedures to prevent environmental spills and/or releases. Both plants have conducted required internal inspection audits.	Ongoing
The City, joint owner of the wastewater treatment facility with TOI and TOD, is completed the construction of a tertiary phosphorus facility. Although this is for sanitary sewage, the plant receives a significant amount of inflow and infiltration due to aging infrastructure. The new plant significantly reduces the point source loading of phosphorus and sediment to Cayuga Lake.	Ongoing
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
CBS and PBS programs, the Water Plant ensures that potable water from large volume discharges is dechlorinated. This could include, prolonged hydrant flushing, tank emptying, etc.	Ongoing

• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL
A full complement of staff from both the water and wastewater utility including support from W&S operations are available.	Ongoing

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; _X_ Other: Water and Wastewater Treatment

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Permit Reference IV.C.6.a, c (continued)**:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
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CBS and PBS adequately prevent the potential for environmental spills, chlorine is reduced from large volume potable water discharges, etc.	Ongoing
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Staff are generally trained in the annual City PESH program which covers confined space entry, general safety, traffic control, fire safety etc. Spill response training is offered on an annual basis by the local fire department. Typically, the Fire Department is the first responder to all spills in the City. No other stormwater specific training components have normally been required for the street sweeping group.	Ongoing
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Did you include any of the following documents as appendices? Put a mark each appended document.
__X__ Summary of public comments received on the annual report at the public presentation (**Required**) __X__ Intended response to comments on the annual report (**Required**) _____ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends. _ X_ Other: Plans for permeable surface project, Gap Analysis

ADDENDUM REPORTING FOR MS4S THAT LACK LEGAL AUTHORITY TO ADOPT REGULATORY MECHANISMS FOR IDDE AND CONSTRUCTION / POST-CONSTRUCTION STORMWATER RUNOFF CONTROL

BE SURE TO INDICATE THE MS4 NAME AND PERMIT NUMBER IN THE HEADER

ADDENDUM 1. Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Local Law

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.		
1) When was this work completed or planned to be completed?	Date completed: _____ ___Not yet completed Plan to complete for reporting in year: ___4; ___5.	
2) Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:	___ Interconnection agreements ___ Maintenance directives / BMPS ___Access Permits ___Tenant Leases	___Consultant Agreements ___Construction/Bid Documents ___Other_____ _____
3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:	___ Interconnection agreements ___ Maintenance directives / BMPS ___Access Permits ___Tenant Leases	___Consultant Agreements ___Construction/Bid Documents ___Other_____ _____
4) Explain how the MS4 intends to prohibit illicit discharges if: • none of the mechanisms in number 2 contain language prohibiting illicit discharges; or • the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.	Explanation:	
5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?	Explanation:	

ADDENDUM 2. Minimum Control Measure 4 & 5. Construction Site & Post-Construction Stormwater Runoff Control Local Law

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.	
1) When was this work completed or planned to be completed?	Date completed: _____ ___Not yet completed Plan to complete for reporting in year: ___4; ___5.
2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the erosion, sedimentation and stormwater management requirements for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).	
___Access Permits ___Tenant Leases ___Requests for Proposals (RFPs) ___Scope of Services	___Consultant Agreements ___Construction / Bid Documents ___Other Policies / Procedures _____ _____

3) All of the erosion, sedimentation and stormwater management requirements below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.

Control Mechanism	**Erosion, Sedimentation and Stormwater Management Requirements**
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the *Erosion and Sediment Control* and *Stormwater Management Design Manuals* (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public

4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?	Explanation:
5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?	Explanation:

APPENDIX A

STORMWATER COALITION INVOICE

APPENDIX B

PUBLIC NOTICE ADVERTISEMENT

APPENDIX C

BOARD OF PUBLIC WORKS RESOLUTION

APPENDIX D

PUBLIC COMPAINT FILE