

City of River Falls, WI 2013 Annual Report

March 27, 2013

WPDES MS4 General
Permit No. WI-S050075-1

March 27, 2014

Jim Devlin
Wisconsin Department of Natural Resources
890 Spruce St.
Baldwin, WI 54002

Re: Phase II WPDES Permit – 2013 Annual Report

Dear Jim:

Please find the following enclosed submittals for our annual report for the reporting period of January 1 - December 31, 2013:

- A resolution from the City Council stating that they have reviewed the content of the annual report is attached.
- The budget and preliminary expenditures for 2013 as well as a budget for our storm water program for 2014.
- Descriptions of the Best Management Practices (BMPs) the City is performing to meet the requirements of this permit. Each BMP has measurable goals and timelines on it, I have summarized the progress made for this reporting period for each BMP and also provided information for the measurable goals.

In addition to the required BMPs, other public education events occurred throughout the year, these include:

- Fish shocking by River Falls High School students, staffed by Kyle Kulow of St. Croix County Land and Water Conservation District (LWCD).
- Streamflow measurements by RF High School Students, staffed by Kyle Kulow of St. Croix County LWCD.
- Macroinvertebrate sampling by RF High School Students, staffed by Kyle Kulow of St. Croix County LWCD.
- Water Quality Sampling by RF High School Students, staffed by Kyle Kulow of St. Croix County LWCD.
- August 8, 2013: River Falls Municipal Utility Customer Appreciation Event. Kristy had a table with rain barrel, street sweeping and other storm water information available.
- Purchased an outfield sign for the new River Falls baseball stadium. The sign will be up for 3 years, with the opening season next year.
- December 30, 2013: Reid presented at a J-term class about the basics of storm water management and the history of the Chippewa Valley Storm Water Forum.

Jim Devlin
Re: 2013 Annual Report
March 27, 2014

City Staff also attended various training with respect to storm water management, these events include:

- January 30-31, 2013: Reid attended the City Engineers Association of Minnesota Annual Conference.
- January – April: Kristy attended 8 days of Civic Engagement Training, through the WiDNR/UofM Extension/UW-Extension.
- February 7, 2013: Kristy and Terry attended a Road Salt Symposium.
- April 8, 2013: Kristy attended the St. Croix Basin Protection Conference.
- August 19-21, 2013: Kristy attended the International Low Impact Development Symposium in St. Paul.
- Pat Yunker, Tom Schwalen, and Irv Peskar were certified for Snow and Ice Control by the WI-APWA.
- November 21-22, 2012: Reid and Jeremy attended the Minnesota Public Works Association (MN-APWA) Fall Conference.
- Kristy participated in various webinars:
 - 2/21/13 – Restoring MN: Interseeding prairies to enhance diversity
 - 9/11/13 – Waterstar: Winter road management
 - 9/25/13 – Waterstar: Public Works yard pollution prevention
 - 10/16/13 – National Stormwater Calculator
 - 10/29/13 – Great Lakes Coal Tar Sealant – overview of issues
 - 11/20/13 – Great Lakes Coal Tar Sealant – state level programs
 - 11/20/13 – Waterstar: Pervious Paving Materials
 - 12/12/13 – Great Lakes Coal Tar Sealant – Outreach at the local level
- Throughout year: Kristy attended Chippewa Valley Storm Water Forum meetings to collaborate with colleagues.
- Throughout year: Reid is a member of the MN-APWA Environmental Committee.

The public was notified via the River Falls Journal (March 7 and 14) about the annual report and given opportunity to comment on the report and its contents at a public hearing at the City Council Meeting on March 25, 2014. Trout Unlimited, Kinnickinnic River Land Trust, and UWRF were also notified about the completion of the report and the public meeting.

Please call me with any questions regarding this submittal at (715) 426-3409.

Sincerely,



Reid R. Wronski, P.E.
City Engineer



RESOLUTION NO. 5806

**RESOLUTION APPROVING 2013 ANNUAL REPORT FOR THE CITY OF
RIVER FALLS, WPDES MS4 GENERAL PERMIT**

WHEREAS, the City of River Falls received notice on March 7, 2006, that it is required to apply for a Municipal Separate Storm Sewer System (MS4) General Permit; and

WHEREAS, the City of River Falls applied for and was authorized permit coverage effective October 1, 2006; and

WHEREAS, an annual report is required under the permit coverage; and

WHEREAS, the City Council of the City of River Falls has reviewed the content of the 2013 Annual report.

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the 2013 Annual Report for the City of River Falls, WPDES MS4 General Permit.

Dated this 25th day of March, 2014.


Dan Toland, Mayor

ATTEST:


LuAnn Hecht, City Clerk

City of River Falls

Storm Water Fund Analysis – Fiscal Year 2013

Preliminary Storm Water Expenses:

	Budget <u>2013</u>	Preliminary <u>2013</u>	Budget <u>2014</u>
Salaries and Benefits	\$158,916	\$156,849	\$158,668
Operating Expenditures	396,364	194,609	317,705
Debt Service (Interest)	16,134	11,966	9,282
Transfer to Other Funds	<u>47,636</u>	<u>47,636</u>	<u>56,395</u>
Total	\$ 619,050	\$411,060	\$542,050

BMP Description Sheet

BMP Title: Partnership with University of Wisconsin - River Falls (UWRF)
Proposed Program

MS4 Name: City of River Falls

ID Number: EPW1

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

UWRF is considered part of the City's MS4 within this permit. The City and UWRF will voluntarily partner together in all 6 of these areas whenever possible. Training events will include both staff when possible and programs will be advertised in both entities as applicable.

Measurable Goals:

- Count number of events the City and UWRF collaborate on.

Timeline / Implementation Schedule:

- City and UWRF will work together annually

Specific Components & Notes (optional):

This BMP is provided to show cooperative work between the two entities, however we feel the City programs alone will meet the General Permit Requirements.

Responsible Person for this BMP

Dept. or Org: Engineering Department and
Public Works Department
Name: Kristy Treichel
Title: Civil Engineer/Water Resources
Phone: (715) 426-3412
E-mail: ktreichel@rfcity.org

2013 Progress:

UWRF and City continue to work closely together to meet the permit requirements for both entities. The intergovernmental agreement is in place and being followed.

BMP Description Sheet

BMP Title: City's Website
Existing Program

MS4 Name: City of River Falls

ID Number: E10

Minimum Control Measures Addressed by This BMP

X	Public education & outreach		Construction site pollutant control
X	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

BMP Description:

The City's Engineering Department website (www.rfcity.org/Eng) currently provides storm water management information, and will be updated and continually maintained. The website will also provide fact sheets and brochures about storm water related issues and links to other storm water sites. Information about alternative storm water management techniques will be provided.

Measurable Goals:

- Check counter annually to see how many people have viewed the site.
- Track public notices posted on site regarding public hearings and public participation events.
- Count the number of informational brochures available on the site for residents.

Timeline / Implementation Schedule:

- Put counter on storm water page within 6 months of the start date
- Put educational information online as it is developed

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

The City got a new website in August 2013. I failed to get the stats off the old website before that was taken down, so the following numbers represent page views from Aug 1-Dec 31, 2013:

Storm Water page: 37	Ordinance page: 28
Rainbarrel page: 28	Kinni Monitoring page: 26
Lake George page: 19	Storm water utility page: 17
Water star page: 17	Raingarden page: 17
Your property page: 13	Adopt a pond page: 10

BMP Description Sheet

BMP Title: **Annual Public Meeting**
Proposed Program

MS4 Name: City of River Falls

ID Number: E11

Minimum Control Measures Addressed by This BMP

X	Public education & outreach		Construction site pollutant control
X	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

BMP Description:

The City will hold an annual public meeting at a regularly scheduled City Council meeting in approximately March of each year to present progress to date on the City's Storm Water Permit for the previous year and required activities for the coming year.

Measurable Goals:

- Count number of attendees; oral and written comments recorded.
- Track public notice in local paper.
- Track locations public notice is posted.

Timeline / Implementation Schedule:

- Annual Meeting will be held in the spring of each year

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
Name: Kristy Treichel
Title: Civil Engineer/Water Resources
Phone: (715) 426-3412
E-mail: ktreichel@rfcity.org

2013 Progress:

A public meeting was held on March 25, 2014 to review the 2013 Annual Report. The public meeting notice was published in the River Falls Journal on March 7 & 14. No one from the public made any comments.

BMP Description Sheet

BMP Title: Presentation at Annual Contractors Meeting
Existing Program

MS4 Name: City of River Falls

ID Number: E12

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

This meeting is held by the Utility department each spring. We will continue to make a presentation regarding erosion and sediment control regulations and enforcement.

Measurable Goals:

- Track number in attendance and companies represented

Timeline / Implementation Schedule:

- Annual Meeting is held in March or April each year.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

The annual contractors meeting was not held this year.

BMP Description Sheet

BMP Title: River Falls Journal Article
Existing Program

MS4 Name: City of River Falls

ID Number: E13

Minimum Control Measures Addressed by This BMP

X	Public education & outreach		Construction site pollutant control
	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

<p>BMP Description: Seek publication of at least one article each year in the local paper on the City's MS4 Permit activities.</p>	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> ● Count and record the number of articles published annually. 	<p>Timeline / Implementation Schedule:</p>
<p>Specific Components & Notes (optional):</p>	
<p>Responsible Person for this BMP</p> <p>Dept. or Org: Engineering Department Name: Kristy Treichel Title: Civil Engineer/Water Resources Phone: (715) 426-3412 E-mail: ktreichel@rfcity.org</p>	
<p>2013 Progress: On January 24, 2013, an article ran about a fuel spill at a local gas station. It explained what was done to contain the spill and the importance of the spill not making it to the Kinni.</p>	

BMP Description Sheet

BMP Title: Informational Brochures
Proposed Program

MS4 Name: City of River Falls

ID Number: E14

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City will create informational brochures which may include the following topics: storm ponds/drainage ways, residential storm water management options, mosquitoes/West Nile, used oil, pet waste, yard waste, lawn care, rain barrels, or car washing.

Measurable Goals:

- Number of brochures created
- Number of brochures distributed

Timeline / Implementation Schedule:

- Brochure topics will be prioritized based on current concerns in the community.
- Brochures will be created and distributed throughout the 5 year permit term
- Storm Pond brochures will be mailed to residents bordering ponds every 4 or 5 years at a minimum.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

Brochures available on the website (www.rfcity.org/stormwater)
 Your Property, Pool and Spa Owner Info, West Nile Virus, Storm Water Management Facilities, Rain Barrel Homeowners Manual, Adopt-a-Pond flyer

BMP Description Sheet

BMP Title: River Falls Municipal Utility Newsletter
Proposed Program

MS4 Name: City of River Falls

ID Number: E15

Minimum Control Measures Addressed by This BMP

X	Public education & outreach		Construction site pollutant control
	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

BMP Description:
3-4 times a year the City will submit small articles to be incorporated with the municipal utilities monthly newsletter. Possible subjects of small articles include: illicit discharges, household practices, lawn care, residential storm water management, pet waste or stream bank management.

Measurable Goals:

- Number small articles published

Timeline / Implementation Schedule:

- Articles will be published 3-4 times per year. Timing will correspond to the appropriate season as necessary.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

In the March 2013 Utility newsletter there was a small article about composting. The January 2013 City newsletter had an article about the MS4 annual permit and an article about environmentally friendly snow and ice control. The May 2013 City Newsletter had an article about the compost site, one about rain barrels and one titled "things I can do to help the Kinni." The September 2013 City Newsletter had an article about proper pool and hot tub draining, there was also an article about oil recycling and disposal.

BMP Description Sheet

BMP Title: **Adopt-a-pond Program**
Proposed Program

MS4 Name: City of River Falls

ID Number: E16

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p>BMP Description: The City will create an adopt-a-pond program to involve residents living near ponds. This program will solicit volunteers to adopt a pond.</p>	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> Number of Ponds adopted. Quantity of trash and debris removed by adopt-a-pond volunteers. Keep on file forms/reports completed by participants following clean up events 	<p>Timeline / Implementation Schedule:</p> <ul style="list-style-type: none"> In the first 24 months the City will determine the exact responsibilities of the volunteers. Within 36 months of the start date the City will solicit volunteers and get the program started with at least a couple of ponds.
<p>Specific Components & Notes (optional): By year 5 we are hoping to have at least 50% of the ponds in the City adopted.</p>	
<p>Responsible Person for this BMP</p> <p>Dept. or Org: Engineering Department Name: Kristy Treichel Title: Civil Engineer/Water Resources Phone: (715) 426-3412 E-mail: ktreichel@rfcity.org</p>	
<p>2013 Progress: There are currently 23 ponds adopted and those volunteers removed 33 32-gallon bags of trash in 2013 in addition to miscellaneous branches and dead limbs. Clean up reports are on file in the Engineering Department at the City. In addition, KRLT also did their river clean up in April and filled a 6 yard dumpster with trash and a 6 yard dumpster with recycling.</p>	

BMP Description Sheet

BMP Title: Storm Drain Stenciling or Marking
Existing Program

MS4 Name: City of River Falls

ID Number: E17

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input checked="" type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

Solicit volunteers to stencil "drains to river" (or similar message) near inlets or buy markers to affix near the inlets.

Measurable Goals:

- Number of drains stenciled or marked
- Number of stenciling volunteers.

Timeline / Implementation Schedule:

-
-

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

There were no markers installed in 2013.

BMP Description Sheet

BMP Title: **Pond Signs**
Existing Program

MS4 Name: City of River Falls

ID Number: E18

Minimum Control Measures Addressed by This BMP

X	Public education & outreach		Construction site pollutant control
	Public participation & involvement		Post-construction storm water management
	Illicit discharge detection & elimination		Pollution prevention/Good housekeeping

<p>BMP Description: The City has created small signs to install around storm water management facilities to educate residents of the facilities purpose and proper use of the area.</p>	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> ● Number of signs installed within the City. 	<p>Timeline / Implementation Schedule:</p> <ul style="list-style-type: none"> ● Pond signs will be installed around existing and new storm water facilities throughout the next 3 years. Targeting facilities within residential neighborhoods.
<p>Specific Components & Notes (optional):</p> 	
<p>Responsible Person for this BMP</p> <p>Dept. or Org: Engineering Department Name: Kristy Treichel Title: Civil Engineer/Water Resources Phone: (715) 426-3412 E-mail: ktreichel@rfcity.org</p>	
<p>2013 Progress: No new signs were installed in 2013. There were four new City ponds constructed in 2013, however they don't have private residential land adjacent to it.</p>	

BMP Description Sheet

BMP Title: **Illicit Discharge Detection and Elimination Ordinance**
Proposed Program

MS4 Name: City of River Falls

ID Number: E19

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City will draft an IDDE ordinance as well as response procedures consistent with the requirements contained in NR 215 and those laid out in section 2.3 of the MS4 general permit. The City will work from example ordinances from other communities.

Measurable Goals:

- Notes summarizing current applicable regulations and copies of external model ordinances related to IDDE will be put on file.
- A draft IDDE ordinance
- Public comments and final draft ordinance that incorporates comments, as warranted.
- An adopted IDDE ordinance.

Timeline / Implementation Schedule:

- The City will submit a draft ordinance and response procedures to the Department within 24 months of the start date of permit coverage.
- The City will implement the ordinance within 30 months of the start date.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
Name: Kristy Treichel
Title: Civil Engineer/Water Resources
Phone: (715) 426-3412
E-mail: ktreichel@rfcity.org

2013 Progress:

This ordinance was passed in 2007. The City responded to 1 illicit discharge complaint in 2013. Details of the event are on file in the Engineering Department.

BMP Description Sheet

BMP Title: **Outfall Inspections (initial and on-going)**
Proposed Program

MS4 Name: City of River Falls

ID Number: E20

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p>BMP Description: Field screening will be performed at all major outfalls during dry weather periods.</p>	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> Notes from initial field screenings will be put on file. On-going field screening program developed. Notes from on-going field screenings will be put on file. 	<p>Timeline / Implementation Schedule:</p> <ul style="list-style-type: none"> The initial field screening will be performed within 36 months of the start date. An on-going field screening program will be proposed to the Department within 36 months of the start date. The on-going field screening will be implemented within 48 months of the start date.
<p>Specific Components & Notes (optional):</p>	
<p>Responsible Person for this BMP</p> <p>Dept. or Org: Engineering Department Name: Kristy Treichel Title: Civil Engineer/Water Resources Phone: (715) 426-3412 E-mail: ktreichel@rfcity.org</p>	
<p>2013 Progress: All the major outfalls were inspected in 2013. 29 of 79 (37%) of the outfalls were inspected this year.</p>	

BMP Description Sheet

BMP Title: Storm Sewer System Outfall and BMP Map
Existing Program

MS4 Name: City of River Falls

ID Number: E21

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

Create a map showing public and known private storm water structures (including inlets, manholes, pipes, culverts, outfalls, ponds, etc) within the City limits.

Measurable Goals:

- MS4 map updates.

Timeline / Implementation Schedule:

- The City will update and maintain this map annually (at a minimum).
- The City will submit the MS4 map to the Department within 24 months of the start date.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

Map updates for 2013 were submitted on January 14, 2014.

BMP Description Sheet

BMP Title: Storm Water Management Ordinance (City Chapter 12.16)
Existing Program

MS4 Name: City of River Falls

ID Number: E22

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City has an existing ordinance which includes storm water management as well as construction site erosion and sediment control criteria. This ordinance requires submittal and approval of a grading plan and an erosion and sediment control plan for land disturbing activities. Currently UWRF is exempt from this ordinance, but has voluntarily complied with the requirements. We will be researching ways to bring UWRF under the jurisdiction of this ordinance as part of our MS4 system.

Measurable Goals:

- Number of ponds installed and the number of developed acres served by those ponds.
- Number of storm water management permits issued (sites reviewed).

Timeline / Implementation Schedule:

- In the first year the City will review the ordinance for compliance with WDNR regulations and requirements listed in section 2.4 and 2.5 of the MS4 general permit.
- The City will submit the ordinance and any proposed changes within 18 months of the start date.
- The City will adopt any proposed changes within 24 months of the start date.
- Review and revise ordinance and standards as an ongoing practice.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

6 Storm Water Management Permits were issued in 2013. 9 storm water management practices were constructed with those 6 projects, including raingardens, bioretention facilities, underground infiltration trenches and rate control ponds.. The total disturbed area for these projects is approximately 19.3 acres.

BMP Description Sheet

BMP Title: Construction Site Inspection and Enforcement
Proposed Program

MS4 Name: City of River Falls

ID Number: E23

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input checked="" type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The Engineering and Building Inspections Departments currently work together to enforce erosion control practices and regulations. We expect that this arrangement will continue. Currently very little documentation is provided from City inspections and subsequent follow up procedures. The City will develop inspection forms and documentation procedures as part of this BMP. The City will study methods to gain proper maintenance of sites such as bonds, fines, fees, etc.

Measurable Goals:

- Count and record the number of sites inspected annually, as well as recording the number of non-complaint sites compared to the total number of sites.
- Count and record the number of citations and cease & desist orders written annually.

Timeline / Implementation Schedule:

- The City will review the existing program and submit proposed inspection and documentation procedures to the Department within 18 months of the start date.
- The City will request erosion control authority for commercial and public sites over an acre in size from the Department of Commerce within 18 months of the start date.
- The City will implement the proposed procedures within 24 months of the start date.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

During 2013 67 construction sites were inspected (many multiple times) and zero citations were issued.

BMP Description Sheet

BMP Title: Public Storm Water Management Facility Operation and Maintenance
Proposed Program

MS4 Name: City of River Falls

ID Number: E24

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City is developing a maintenance book for public ponds as well as inspection forms that will record the inspection date and results for each inspection performed. The City will also record and track follow-up actions needed, assign a priority level and a timeline for addressing the problems noted in the inspection.

Measurable Goals:

- Public Pond/BMP maintenance book and inspection plan completed.
- Count and record the number of BMPs inspections done annually.
- Ponds maintained in accordance with requirements

Timeline / Implementation Schedule:

- In year one the City will continue work on the public pond/bmp maintenance book, inspection forms and create an inspection schedule for the ponds.
- The City will submit these inspection procedures and forms for public and private facilities to the Department within 18 months of the start date.
- In years 2-5 ponds will be inspected and scheduled for maintenance as needed.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

There are currently 93 City owned/maintained ponds. 30 ponds were inspected in 2013 (32%). The maintenance noted during these inspections has been mostly completed. The rest is scheduled for 2014. Inspection and maintenance records are on file in the Engineering Department.

BMP Description Sheet

BMP Title: Private Storm Water Facility - Maintenance and Monitoring Agreement
Existing Program

MS4 Name: City of River Falls

ID Number: E25

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City currently required a long term maintenance and monitoring agreement for all private storm water management facilities to ensure that the practice remains in place and functioning to the intended performance standards. This document is drafted by the City, signed by the land owner and then the City files it with the County against the property.

Measurable Goals:

- Number of agreements filed each year.

Timeline / Implementation Schedule:

- This practice will be ongoing

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

The City filed 4 Long Term Storm Water Maintenance and Monitoring Agreements with the County in 2013.

BMP Description Sheet

BMP Title: Private Storm Water Management Inspection
Proposed Program

MS4 Name: City of River Falls

ID Number: E26

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City will develop an inspection form and schedule for private ponds (with maintenance agreements) similar to the public pond system.

Measurable Goals:

- Inspection plan developed.
- Number of letters sent to owners regarding needed maintenance.

Timeline / Implementation Schedule:

- In year one the City will develop an inspection plan.
- In years 2-5 the inspection plan will be implemented, and proper follow up letters sent to prop. owners.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

No private facilities were inspected this year.

BMP Description Sheet

BMP Title: **Construction Site Waste Control**
Proposed Program

MS4 Name: City of River Falls

ID Number: E27

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input checked="" type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

This will include the development and adoption of a construction site waste control program that will be adopted as policy or incorporated into the Storm Water Management Ordinance.

Measurable Goals:

- Construction site waste control program adopted in policy or ordinance.

Timeline / Implementation Schedule:

- General Permit requirements will be reviewed in Year 1
- Proposed program will be submitted within 18 months of the start date
- Proposed program will be implemented within 24 months of the start date

Specific Components & Notes (optional):

This shall include requirements such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste, to conform to guidelines in the MS4 general permit.

Responsible Person for this BMP

Dept. or Org: Engineering Department
Name: Kristy Treichel
Title: Civil Engineer/Water Resources
Phone: (715) 426-3412
E-mail: ktreichel@rfcity.org

2013 Progress:

This item was completed in 2007.

BMP Description Sheet

BMP Title: Storm Water Quality Management
Proposed Program

MS4 Name: City of River Falls

ID Number: E28

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input checked="" type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

City will create WinSLAMM model of entire city. BMP's installed prior to Oct 2004 will be modeled. Additional control measures will be designed and installed as required to meet permit goals.

Measurable Goals:

- WinSLAMM model will be completed by July 2007.
- 20% average annual TSS reduction
- 40% average annual TSS reduction

Timeline / Implementation Schedule:

- The 20% reduction will be achieved by March 10, 2008 or within 24 months of the start date.
- The 40% will be achieved by March 10, 2013

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering Department
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:

This item was completed in 2007.

BMP Description Sheet

BMP Title: **Snow & Ice Control Policy/ Salt Storage Facility**
Existing Program

MS4 Name: City of River Falls

ID Number: PW40

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

Maintain a well-defined snow & ice control program that is current with new technology and in compliance with the State of WI standards for storage of materials.

Measurable Goals:

- Number of plow units calibrated for applying de-icing materials.
- Number of plow operators trained in proper application rates and handling of materials
- Amount of salt and sand applied to street system.

Timeline / Implementation Schedule:

- Years 1 & 2 - Review existing policy for snow & ice control including salt/sand application rates.
- Plow units will be calibrated by November 1st each starting in year 2 through 5.
- Operators trained by November 1st each year starting in year 2 through 5.
- Annual total of salt and sand applied will be computed to December 31st each year starting in year 2 through 5.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Public Works
Name: Terry Kusilek
Title: Street Supervisor
Phone: (715) 426-3481
E-mail: tkusilek@rfcity.org

2013 Progress:

Jan - Dec 2013: Salt 1485 Tons; Salt Brine 15,660 Gallons; No Salt Sand was used; Mg Cl 2365 Gallons. These numbers include what the City crews, our contracted snow plowing and the School District applies to their parking lots. The School District also used 22.5 tons of Clear Lane on their parking lots.

BMP Description Sheet

BMP Title: City Fleet Maintenance
Proposed Program

MS4 Name: City of River Falls

ID Number: PW41

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

Develop and implement a program to target the inspection & maintenance of the City fleet to minimize storm water impacts. Focusing on leak detection and vehicle cleaning. The City is developing a formal preventative maintenance "PM" program and written procedures for operator level services.

Measurable Goals:

- Complete PM program for all classes of wheeled vehicles. evaluate oil recycling program.
- Implement operator level maintenance on all wheeled vehicles.
- Number of vehicles/equipment in City fleet

Timeline / Implementation Schedule:

- Year 1 & 2 - Develop PM program and written procedures for operator level services & oil recycling program.
- Program in-place by June 1, 2007 and reviewed annually.
- Number of vehicles/equipment in City fleet will be adjusted January 1st of each year starting in year 1 through 5.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Public Works
 Name: Terry Kusilek
 Title: Street Supervisor
 Phone: (715) 426-3481
 E-mail: tkusilek@rfcity.org

2013 Progress:

93 units in City fleet - includes vehicles and equipment assigned to police, fire, ambulance, public works, sewer, water, electric and administration.

BMP Description Sheet

BMP Title: Fleet Maintenance Training
Proposed Program

MS4 Name: City of River Falls

ID Number: PW42

Minimum Control Measures Addressed by This BMP

<input checked="" type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

Train and educate operators on general fleet maintenance and the preventative maintenance program (PM program). This again will focus on leak detection and vehicle cleaning.

Measurable Goals:

- Develop fleet maintenance training program
- Number of employees trained.

Timeline / Implementation Schedule:

- Years 1 & 2 - Develop training program & evaluation process. Implement program years 3 through 5.
- Years 3 through 5 - document number of employees trained.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Public Works
 Name: Terry Kusilek
 Title: Street Supervisor
 Phone: (715) 426-3481
 E-mail: tkusilek@rfcity.org

2013 Progress:

12 employees were trained in the fleet maintenance program in 2013.

BMP Description Sheet

BMP Title: **Oil Recycling**
Existing Program

MS4 Name: City of River Falls

ID Number: PW43

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Public education & outreach	<input type="checkbox"/> Construction site pollutant control
<input type="checkbox"/> Public participation & involvement	<input type="checkbox"/> Post-construction storm water management
<input type="checkbox"/> Illicit discharge detection & elimination	<input checked="" type="checkbox"/> Pollution prevention/Good housekeeping

<p>BMP Description: A used oil recycling program is currently in place. The oil barrel is located at the compost site and is available for residents during compost site hours.</p>	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> ● Number of gallons of oil recycled. 	<p>Timeline / Implementation Schedule:</p> <ul style="list-style-type: none"> ● Annual total of gallons of recycled oil - computed to December 31st each year
<p>Specific Components & Notes (optional):</p> 	
<p>Responsible Person for this BMP</p> <p>Dept. or Org: Public Works Name: Terry Kusilek Title: Street Supervisor Phone: (715) 426-3481 E-mail: tkusilek@rfcity.org</p>	
<p>2013 Progress: The City is no longer offering oil recycling directly as many local businesses collect oil free of charge and offer a larger range of hours than we could provide.</p>	

BMP Description Sheet

BMP Title: **Street & Parking Lot Sweeping**
Existing Program

MS4 Name: City of River Falls

ID Number: PW44

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

The City has an annual sweeping program. This BMP will be reviewed and studied for effectiveness and the need for additional sweeping.

Measurable Goals:

- Complete study of need for additional sweeping in conjunction with the WinSLAMM modeling.
- Number of times streets & lots swept annually
- Cubic yards of material swept up.

Timeline / Implementation Schedule:

- By the end of year 2 - complete review of sweeping program and revise as needed in conjunction with the WinSLAMM model.
- By the end of year 5 - complete the study of the need for additional sweeping and revise program accordingly
- Annually- Record the number of times streets & lots are swept starting in year 2 through 5.
- Annually- Record the amount of material swept up starting in year 2 through 5.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Public Works
Name: Terry Kusilek
Title: Street Supervisor
Phone: (715) 426-3481
E-mail: tkusilek@rfcity.org

2013 Progress:

January-December 2013:	
Dry Leaves: 860 CY	Wet Leaves: 625 CY
Sand: 208 CY	Garbage: 27.25 CY
Pea Rock: 258 CY	
Other: 20.5 cy	
TOTAL = 1998.75 CY	

*Parking lots were swept twice (spring and fall) in 2013 (City Hall parking lot is swept weekly, and downtown parking lots are swept 4x per year). The newer sections of town were swept 2 times (spring and fall). The older sections of town, with larger tree growth were swept approximately 4-5 times.

BMP Description Sheet

BMP Title: **Compost/Wood Chip Recycling Program**
Existing Program

MS4 Name: City of River Falls

ID Number: PW45

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:
Review current compost site recycling operation for effectiveness and impact on storm drainage system. Amend as necessary.

<p>Measurable Goals:</p> <ul style="list-style-type: none"> Cubic yards of composted material collected. Cubic yards of brush/trees collected Cubic yards of topsoil produced Cubic yards of wood chips produced. 	<p>Timeline / Implementation Schedule:</p> <ul style="list-style-type: none"> Amount of composted material collected will be annually computed - year 1 through 5. Amount of brush/trees collected will be annually computed - Year 1 through year 5 Amount of topsoil produced will be annually computed - Year 1 through year 5 Amount of wood chips produced will be annually computed - Year 1 through year 5
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Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Public Works
Name: Terry Kusilek
Title: Street Supervisor
Phone: (715) 426-3481
E-mail: tkusilek@rfcity.org

2013 Progress:
Composted Material Collected: 4800 CY
Brush/Trees Collected: 16,920 CY
Top Soil/Compost Produced: 200 CY
Wood Chips Produced: 16,920 CY
Note: Some woodchips were left at the compost site for residents to use, the remaining were sent to St. Paul, MN via Environmental Wood Products for use in the bio-generators producing heat/cooling for numerous downtown St. Paul buildings.
Remaining brush and leaves were land spread on City property.

BMP Description Sheet

BMP Title: Storm Sewer Inspection and Maintenance
Proposed Program

MS4 Name: City of River Falls

ID Number: PW46

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

<p>BMP Description: Develop a written inspection and maintenance policy/procedure</p>	
<p>Measurable Goals:</p> <ul style="list-style-type: none"> Compose a written annual inspection & maintenance policy Number of storm sewer structures inspected annually 	<p>Timeline / Implementation Schedule:</p> <ul style="list-style-type: none"> The number of storm structures to be inspected shall be determined by December, 2007 A written policy will be completed by December, 2007 Record number of structures inspected annually beginning with year 2 through year 5.
<p>Specific Components & Notes (optional):</p>	
<p>Responsible Person for this BMP</p> <p>Dept. or Org: Public Works Name: Terry Kusilek Title: Street Supervisor Phone: (715) 426-3481 E-mail: tkusilek@rfcity.org</p>	
<p>2013 Progress: 620 of 2934 City and University owned/maintained structures were inspected in 2013. This is approximately 21%.</p>	

BMP Description Sheet

BMP Title: Fertilizer/Pesticide/Herbicide Application Practices on City Property
Proposed Program

MS4 Name: City of River Falls

ID Number: PW47

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:

Develop written and clearly defined application practices for treatment of City owned properties. Develop a City wide fertilizer application ordinance.

Measurable Goals:

- Review current practices for City properties and develop a written policy.

Timeline / Implementation Schedule:

- Years 1 & 2 - Review current practice & develop written policy. Implement policy year 3 - 5.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Public Works
 Name: Terry Kusilek
 Title: Street Supervisor
 Phone: (715) 426-3481
 E-mail: tkusilek@rfcity.org

2013 Progress:

No soils tests were done in 2013. Organic fertilizer was tested on the public works garage lawn (approx 10,000 square feet). Library and City Hall are fertilized twice by a contractor.

BMP Description Sheet

BMP Title: City-wide Fertilizer Application Ordinance.
Proposed Program

MS4 Name: City of River Falls

ID Number: PW48

Minimum Control Measures Addressed by This BMP

<input type="checkbox"/>	Public education & outreach	<input type="checkbox"/>	Construction site pollutant control
<input type="checkbox"/>	Public participation & involvement	<input type="checkbox"/>	Post-construction storm water management
<input type="checkbox"/>	Illicit discharge detection & elimination	<input checked="" type="checkbox"/>	Pollution prevention/Good housekeeping

BMP Description:
Develop a City wide fertilizer application ordinance, most likely including a Phosphorus free component.

Measurable Goals:

- Develop a City-wide ordinance for Council consideration.
- Implement ordinance if approved.

Timeline / Implementation Schedule:

- Years 1 & 2 - research ordinances in-place in other municipalities. Develop written ordinance for Council consideration in year 3.

Specific Components & Notes (optional):

Responsible Person for this BMP

Dept. or Org: Engineering
 Name: Kristy Treichel
 Title: Civil Engineer/Water Resources
 Phone: (715) 426-3412
 E-mail: ktreichel@rfcity.org

2013 Progress:
Completed in 2008 and repealed in 2010 due to state-wide ban which is more restrictive than the local ordinance.