



Cuyahoga County
Together We Thrive

Department of Public Works

March 29, 2017

Ohio Environmental Protection Agency
Division of Surface Water
Storm Water Program – Small MS4
P.O. Box 1049
Columbus, OH 43216-1049

Re: Storm Water Management Program (SWMP) Annual Report
Ohio EPA Facility Permit Number: 3GQ10003*BG

To Whom It May Concern,

On June 19, 2009, Cuyahoga county was approved (Ohio EPA Facility Permit # 3GQ10003*BG) for coverage under Ohio EPA NPDES General Permit OHQ000003. The Cuyahoga County Engineer's Office submitted an NOI as a Co-Permittee to Cuyahoga County.

Part 4D, of the General Permit requires annual reports to the Director submitted by April 1st of the following year after the Ohio EPA has granted general permit coverage.

Enclosed, please find a copy of the Cuyahoga County Storm Water Management Plan Annual Report for 2016.

If you have any questions, please call Hugh Blocksidge, P.E., Stormwater Manager at (216) 443-8205.

Sincerely,

Hugh Blocksidge, P.E.,
Chief Section Engineer, Sanitary
Department of Public Works

ec: M. Dever
D. Marquard
N. English
All Members of the Storm Water Management Plan Review Committee



NPDES Small MS4 General Permit (OHQ000003) Annual Reporting Form

28 Instructions for completing this form:

- OHQ000003 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:
Ohio Environmental Protection Agency
Division of Surface Water
Stormwater Program – Small MS4
P.O. Box 1049
Columbus, Ohio 43216-1049

Small MS4 Annual Report for Year: 2016

Ohio EPA Facility Permit Number: 3GQ 10003*BG

Name of MS4: Cuyahoga County

Primary Contact: Hugh Blocksidge, P.E.

Title: Chief Section Engineer, Sanitary

Mailing Address: 2079 E. 9th Street, 5th Floor

City: Cleveland

Zip Code: 44115

County: Cuyahoga

Telephone Number: 216-443-8205

Email Address: hblocksidge@cuyahogacounty.us

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary (appointed by David Marquard, Design and Construction Administrator) is the Stormwater Manager for Cuyahoga County.

Public Education & Outreach Koula Celebrezze,, Public Information
Joseph Conway, MIS Coordinator

IDDE: Jeffrey Horvath, P.E.: Chief Section Engineer, Bridge Inspection/ Maintenance
James Hazimihalis, Maintenance Superintendent, Road and Bridge Division
Bryan Hitch, Maintenance Superintendent
Debbie Davtovich, Web & Applications Administrator, Daniel Giersz, Asst.

Construction Site Runoff Control: Christopher George, P.E., Chief Section Engineer, Highway Design
Brendan Finn, P.E., Chief Section Engineer, Bridge Design
Michael Tworzydlo P.E., Chief Section Engineer, Construction
Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary
Christine Petro, R.A., Chief Section Architect

Pollution Prevention/Good Housekeeping: Thomas Regas, Building Maintenance Superintendent
Bryan Hitch, Maintenance Superintendent
James Hazimihalis, Maintenance Superintendent, Road and Bridge Division
Koula Celebrezze, Public Information
Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary

Long-Term Planning: Nichole English, P.E., Planning and Program Administrator

The County has a MOU with Cuyahoga Soil and Water Conservation for Construction Site Inspection Services including Plan Review and recommendations when requested.

The County has an MOU with the Cuyahoga County Board of Health, which maintains records, inspects all Home Sewage Treatment Systems in Cuyahoga County, and provides information when requested.

Our website is: <http://publicworks.cuyahogacounty.us/en-us/stormwater-program.aspx>



SMALL MS4 ANNUAL REPORT FORM

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

Print Name: Hugh Blocksidge, P.E.

Print Title: Chief Section Engineer, Sanitary

Signature: *Hugh Blocksidge*

Date: March 30, 2017



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

MCM #1 PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 175

SCM (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Distribute Stormwater and the Construction Industry brochure on "Maintain your SCMs"	Educate staff and contractors about maintaining SCMs during construction	Maintaining your SCMs during construction	Cuyahoga County Employees and contractors working on county construction projects.	100% of staff and contractors attending pre-construction meetings receive the brochure	Staff and contractors learned from the brochures.	Yes
Koula Celebrezze, Public Information						



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State of Ohio Environmental Protection Agency

MCM #1 PUBLIC EDUCATION & OUTREACH

- Summarize activities you plan to undertake during the next reporting cycle.

2017 Overall Theme: *Lake Erie - Don't Waste It* – Everyone lives in a watershed, and in Cuyahoga County everyone lives in the Lake Erie watershed. Because of this watershed connection, our activities at home, at school at work and throughout the community directly impact not only Lake Erie, but also our local waterways. Promotes the reduction of stormwater pollution from pet waste, human waste (HSTS/Illicit Discharge), Household Hazardous Waste, Yard Waste and Commercial Waste (e.g., restaurant grease).

Overall PIPE Program Goal: Reach at least 10% of the City population with a targeted message (so as to reach 50% over the 5-year term).

SCM (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
<ul style="list-style-type: none"> All licensed dog owners will receive theme-based educational materials with their dog license renewal notice. All golf courses will receive theme-based educational materials outlining the problem and possible solutions. Distribution of NEORS "Pick Up Poop" yard signs at community events. Development and publication of poster, quarterly articles and online/social media outreach materials A page on the Cuyahoga SWCD website will be devoted to the message. All materials, as well as additional information and guidance will be housed at this site. 	<p>100% of licensed dog owners in the community will be reached with a message about managing pet waste.</p> <p>100% of golf courses in the community will be reached with a message about landscaping practices for discouraging geese.</p>	<p>Message 1: Waste from pets and nuisance wildlife pollutes Lake Erie and our local watershed. By properly disposing of pet waste and discouraging nuisance wildlife such as geese, residents can actively improve water quality.</p>	<p>Pet Owners (pet waste), Golf Courses (nuisance geese)</p>	<p>100% of all licensed dog owners and golf courses.</p>	<ul style="list-style-type: none"> All licensed dog owners will receive theme-based educational materials with their dog license renewal notice. All golf courses will receive theme-based educational materials outlining the problem and possible solutions. Distribution of NEORS "Pick Up Poop" yard signs at community events. Development and publication of poster, quarterly articles and online/social media outreach materials A page on the Cuyahoga SWCD website will be devoted to the message. All materials, as well as additional information and guidance will be 	<p>2017</p>



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<p>All outreach materials for this message will direct readers to this page for additional information.</p> <ul style="list-style-type: none"> (Optional) place educational signage and dog waste collection bags/cans at community parks and other public locations 					<p>housed at this site. All outreach materials for this message will direct readers to this page for additional information.</p> <ul style="list-style-type: none"> (Optional) place educational signage and dog waste collection bags/cans at community parks and other public locations 	
<p>Cuyahoga SWCD</p>						
<ul style="list-style-type: none"> Targeted mailing to all riparian HSTS owners Development and publication of quarterly articles and online/social media outreach materials A page on the Cuyahoga SWCD website will be devoted to the message. All materials, as well as additional information and guidance will be housed at this site. All outreach materials for this message will direct readers to this page for additional information. 	<p>All HSTS owners adjacent to streams will be reached with outreach materials outlining the environmental impacts of improperly functioning systems and recommendations for maintenance and upgrades. Additionally, at least 5% of system owners reached by the message will seek additional information, and at least 1% of residential property owners reached will adopt a recommended practice.</p>	<p>Message 2 (REMOVE IF NO HSTS): Underperforming Home Sewage Treatment Systems, especially off-lot discharging systems, pollute local streams and Lake Erie. Properly maintaining and/or upgrading these systems will improve water quality.</p>	<p>Riparian HSTS owners</p>	<p>100% of all riparian HSTS owners</p>	<ul style="list-style-type: none"> Targeted mailing to all riparian HSTS owners Development and publication of quarterly articles and online/social media outreach materials A page on the Cuyahoga SWCD website will be devoted to the message. All materials, as well as additional information and guidance will be housed at this site. All outreach materials for this message will direct readers to this page for additional information. 	<p>2017</p>
<p>Cuyahoga SWCD</p>						



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<ul style="list-style-type: none"> Development and publication of quarterly articles and online/social media outreach materials (downspout disconnection how-to, etc.) A page on the Cuyahoga SWCD website will be devoted to the theme. All materials, as well as additional information and guidance will be housed at this site. All outreach materials will direct readers to this page for additional information. 	<p>At least 10% of households in identified I&I problem areas will receive an outreach message about reducing runoff to the sewer system.</p>	<p>Message 3 (REMOVE IF NOT A COMMUNITY ISSUE): Improperly connected and leaky household and community sewer pipes discharge waste water to the storm sewer system and storm water to the sanitary system, and contribute to overflows and the discharge of wastewater to rivers creeks and Lake Erie. Reducing runoff will reduce these discharges.</p>	<p>Residents in identified I&I problem areas.</p>	<p>10% of all residents in identified I&I problem areas</p>	<ul style="list-style-type: none"> Development and publication of quarterly articles and online/social media outreach materials (downspout disconnection how-to, etc.) A page on the Cuyahoga SWCD website will be devoted to the theme. All materials, as well as additional information and guidance will be housed at this site. All outreach materials will direct readers to this page for additional information. 	<p>2017</p>
<p>Cuyahoga SWCD</p>						
<ul style="list-style-type: none"> Mailing to all restaurant operators Development and publication of quarterly articles and online/social media outreach materials A page on the Cuyahoga SWCD website will be devoted to the theme. All materials, as well as additional 	<ul style="list-style-type: none"> 100% of restaurant operators will be reached by message 10% of residents will be reached with message about illegal dumping and promotion of illegal dumping complaint hotline 	<p>Message 4: Improperly disposing of household hazardous waste, restaurant waste and yard waste by dumping it down storm drains or into creeks introduces these pollutants to aquatic ecosystems in potentially toxic amounts.</p>	<p>Residents (re: storm drains), Restaurant operators, streamside property-owners</p>	<p>100% of restaurant owners 10% of residents about illegal dumping and promotion of illegal dumping complaint hotline</p>	<ul style="list-style-type: none"> Mailing to all restaurant operators Development and publication of quarterly articles and online/social media outreach materials A page on the Cuyahoga SWCD website will be devoted to the theme. All materials, as well as additional 	<p>2017</p>



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<p>information and guidance will be housed at this site. All outreach materials will direct readers to this page for additional information.</p>					<p>information and guidance will be housed at this site. All outreach materials will direct readers to this page for additional information.</p>	
<p>Cuyahoga SWCD</p>						
<ul style="list-style-type: none"> • <i>Teachers</i> - Annual county-wide teacher workshop. • <i>Students</i> – At least 1 school-based presentation in a school district serving the community • <i>Commercial Properties</i> – all commercial properties greater than 3 acres in size will receive a mailing promoting watershed-friendly practices • <i>General Public</i> - Distribution of printed educational materials at city hall, placement of articles in city newsletters and Cuyahoga SWCD newsletter, and on city and Cuyahoga SWCD 	<p>At least 5% of those reached by the message will seek additional information.</p>	<p>Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.</p>	<p>General public, teachers/students, large commercial properties</p>	<p>One teacher from local school district 100% commercial properties greater than 3 acres in size One civic, scout or student group in the community 5% of those reached will seek additional information</p>	<ul style="list-style-type: none"> • <i>Teachers</i> - Annual county-wide teacher workshop. • <i>Students</i> – At least 1 school-based presentation in a school district serving the community • <i>Commercial Properties</i> – all commercial properties greater than 3 acres in size will receive a mailing promoting watershed-friendly practices • <i>General Public</i> - Distribution of printed educational materials at city hall, placement of articles in city newsletters and Cuyahoga SWCD newsletter, and on city and Cuyahoga SWCD 	<p>2017</p>



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<p>websites.</p> <ul style="list-style-type: none"> Workshops and presentations. A page on the Cuyahoga SWCD website will be devoted to the theme. All materials, as well as additional information and guidance will be housed at this site. All outreach materials will direct readers to this page for additional information. 					<p>websites.</p> <ul style="list-style-type: none"> Workshops and presentations. <p>A page on the Cuyahoga SWCD website will be devoted to the theme. All materials, as well as additional information and guidance will be housed at this site. All outreach materials will direct readers to this page for additional information.</p>	
Cuyahoga SWCD						
Cuyahoga SWCD Newsletter	At least 5% of those reached by the message will seek additional information.	Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.	Residents, Homeowners Associations, Commercial/Institutional Property Owners, Professional Landscapers	<1%	Cuyahoga SWCD Newsletter will be mailed to residents on our mailing list 3 times during the course of the year, and distributed in the local library and nature center.	To be distributed 2 times in 2017.



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MCM #2 PUBLIC INVOLVEMENT/PARTICIPATION

SCM (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Stormwater Management Plan Review Committee Hugh Blocksidge, P.E., Stormwater Manager	Have staff engaged in the development and submittal of SWMP	-Have staff from each department assist with program - Encourage others to assist designee	The County's target audience is its employees. A committee of employees from each Department was established to develop the SWMP.	Approximately 15	Meeting to receive updates on status and prepare the Annual Report.	Yes
Make SWMP available to general public and employees Hugh Blocksidge, P.E., Stormwater Manager	Assure that the SWMP is available to the general public and County employees by placing it on the County Public Works website: http://publicworks.cuyahogacounty.us/en-US/Stormwater-Program.aspx	Provide the SWMP to our target audience	The County's target audience is its employees and the general public.	Approximately 20	A copy of the SWMP and annual Reports are on the County Public Works website	Yes
Make Annual Report available to general public and employees Hugh Blocksidge, P.E., Stormwater Manager	Assure that the Annual Report is available to the general public and County employees by placing it on the County Public Works website: http://publicworks.cuyahogacounty.us/en-US/Stormwater-Program.aspx	Provide the Annual Report to our target audience	The County's largest target audience is its employees and the general public.	Approximately 20	A copy of the Annual report is available on the County Public Works website.	Yes

MCM #2 PUBLIC INVOLVEMENT/PARTICIPATION

- Summarize activities you plan to undertake during the next reporting cycle.
- *One or more of these activities will be implemented*

2017 Overall Theme: Lake Erie - Don't Waste It – Everyone lives in a watershed, and in Cuyahoga County everyone lives in the Lake Erie watershed. Because of this watershed connection, our activities at home, at school at work and throughout the community directly impact not only Lake Erie, but also our local waterways. Promotes the reduction of stormwater pollution from pet waste, human waste (HSTS/Illicit Discharge), Household Hazardous Waste, Yard Waste and Commercial Waste (e.g., restaurant grease).

Overall PIPE Program Goal: Reach at least 10% of the City population with a targeted message (so as to reach 50% over the 5-year term).

SCM (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
Stream Cleanup Cuyahoga SWCD	At least one stream cleanup per year, with at least 10 participants.	<p>Message 4: Improperly disposing of household hazardous waste, restaurant waste and yard waste by dumping it down storm drains or into creeks introduces these pollutants to aquatic ecosystems in potentially toxic amounts.</p> <p>Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.</p>	Community and users of the river/watershed resources – fishing clubs, canoeists/kayakers, hikers, scouts and birders.	10	At least one stream cleanup per year, with at least 10 participants.	2017
Rain Barrel Installation Cuyahoga SWCD	At least one Rain Barrel Workshop will be conducted in the City. Each participant will construct a rain barrel to install at his/her residence.	Message 3 (REMOVE IF NOT A COMMUNITY ISSUE): Improperly connected and leaky household and community sewer pipes discharge waste water to the storm sewer system and storm water to the sanitary system, and contribute to overflows and the discharge of wastewater to rivers	Homeowners	10	At least one Rain Barrel Workshop will be conducted in the City, with at least 10 participants.	2017

		<p>creeks and Lake Erie. Reducing runoff will reduce these discharges.</p> <p>Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.</p>				
<p>Watershed-friendly Landscaping: Rain Garden Installation and/or Sustainable Lawnscapes Installation</p>	<p>At least 1 commercial or institutional property owner or 2 city residents will install rain gardens or other sustainable landscapes, including reduction of turfed areas.</p>	<p>Message 3 (REMOVE IF NOT A COMMUNITY ISSUE): Improperly connected and leaky household and community sewer pipes discharge waste water to the storm sewer system and storm water to the sanitary system, and contribute to overflows and the discharge of wastewater to rivers creeks and Lake Erie. Reducing runoff will reduce these discharges.</p> <p>Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.</p>	<p>Commercial/institutional properties, Homeowners.</p>	<p>At least 1 commercial or institutional property owner or 2 city residents will install rain gardens or other sustainable landscapes, including reduction of turfed areas.</p>	<p>At least 1 commercial or institutional property owner or 2 city residents will install rain gardens or other sustainable landscapes, including reduction of turfed areas.</p>	<p>2017</p>
<p>Cuyahoga SWCD and County</p>						
<p>Tree Planting</p>	<p>Conduct at least one tree-planting event.</p>	<p>Message 3 (REMOVE IF NOT A COMMUNITY ISSUE): Improperly connected and leaky household and community sewer pipes discharge waste water to the storm sewer system and storm water to the sanitary system, and contribute to overflows and the discharge of wastewater to rivers creeks and Lake Erie. Reducing runoff will reduce these discharges.</p>	<p>Residents, businesses, community organizations.</p>	<p>Conduct at least one tree-planting event.</p>	<p>Conduct at least one tree-planting event.</p>	<p>2017</p>
<p>Cuyahoga SWCD and County</p>						



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		<p>Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.</p>				
<p>Watershed-friendly household cleaners and lawn care workshop</p>	<p>Conduct at least one workshop, reaching at least 10 residents.</p>	<p>Message 4: Improperly disposing of household hazardous waste, restaurant waste and yard waste by dumping it down storm drains or into creeks introduces these pollutants to aquatic ecosystems in potentially toxic amounts.</p> <p>Message 5: We all live in a watershed and our actions on the land directly affect the quality of our water.</p>	<p>Residents.</p>	<p>10</p>	<p>Conduct at least one workshop, reaching at least 10 residents.</p>	<p>2017</p>
<p>Cuyahoga SWCD</p>						
<p>Stormwater Management Plan Review Committee</p>	<p>Have staff engaged in the development and submittal of SWMP</p>	<p>Have staff from each department assist with program</p> <p>Encourage others to assist designee</p>	<p>The County's target audience is its employees. A committee of employees from each Department was established to develop the SWMP.</p>	<p>Approximately 15</p>	<p>Meet periodically throughout the year to receive status updates</p>	<p>On-going</p>
<p>Hugh Blocksidge, P.E., Stormwater Manager</p>						
<p>Make SWMP available to general public and employees</p>	<p>Assure that the SWMP is available to the general public and County employees by placing it on the County Public Works website</p> <p>http://publicworks.cuyahogacounty.us/en-US/Stormwater-Program.aspx</p>	<p>Provide the SWMP to our target audience</p>	<p>The County's target audience is its employees and the general public.</p>	<p>Approximately 15</p>	<p>A copy of the SWMP and annual Reports are on the County Public Works website</p>	<p>On-going</p>
<p>Hugh Blocksidge, P.E., Stormwater Manager</p>						



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

Make Annual Report available to general public and employees	Assure that the Annual Report is available to the general public and County employees by placing it on the County Public Works website http://publicworks.cuyahogacounty.us/en-US/Stormwater-Program.aspx	Provide the Annual Report to our target audience	The County's largest target audience is its employees and the general public.	Approximately 15	A copy of the Annual report is available on the County Public Works website.	On-going
Hugh Blocksidge, P.E., Stormwater Manager						

MCM #3 ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results or Activities	Effective (Yes or No)
<p>Ordinance or Other Regulatory Mechanism</p> <p>Jeffrey Horvath, P.E., Chief Section Engineer, Bridge Inspection/Maintenance</p>	<p>The County Public Works Office via the Bridge Inspection/Maintenance (BIM) Dept. inspects bridges and culverts on the County system yearly. Our inspection program already includes a Visual Inspection Worksheet that must be completed when an illicit discharge is discovered. This activity continued as part of our comprehensive Bridge Management Program.</p>	<p>Yes</p>	<p>The County Public Works Offices does not possess the legal authority to enact ordinances. We coordinate with municipalities, Ohio Environmental Protection Agency (OEPA), and the County Board of Health (CCBH) to remove illicit discharges. The CCBH currently addresses the storm sewer system in Olmsted Twp. and by contract, other municipalities in the County. http://www.ccbh.net/stormwater</p>	<p>For all structures within RW and for which the County Engineer is responsible under the Ohio Revised Code, we inspect illicit discharges to our MS4. Each illicit discharge that is uncovered is documented, photographed, and followed up within the local municipality. Appropriate coordination procedures are followed and all occurrences are copied to the OEPA as well as to the CCBH.</p>	<p>Yes</p>
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
<p>Storm Sewer System Map</p> <p>Debbie Davtovich, Web & Applications Administrator, Daniel Giersz, Asst.</p>	<p>Continue to coordinate with related agency team members to improve upon a comprehensive map product an develop methodology for enhancing existing map features related to illicit discharges when detected in the Olmsted Township, small MS4 and with County owned properties.</p>	<p>Yes</p>	<p>Work with agency representatives from the CCBH, Public Works, County Planning, and the County GIS Director (interactively known as the "Cuyahoga County GIS Users Group) to develop and maintain a mapping plan to bring together each agency's geo-referenced data.</p>		<p>Yes</p>
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
<p>HSTS Mapping and List</p> <p>Cuyahoga County Board of Health</p>	<p>This function is performed by the Cuyahoga County Board of Health</p>	<p>Yes</p>	<p>The Board of Health maintains a database of Household Sewage Treatment Systems and provides that information through their system: www.ccbh.net/household-sewage</p>		<p>Yes</p>



SMALL MS4 ANNUAL REPORT FORM

State of Ohio Environmental Protection Agency

SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates				Effective (Yes or No)
<p>IDDE Plan</p> <p>Jeffrey Horvath, P.E., Chief Section Engineer, Bridge Inspection/Maintenance</p> <p>James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division</p> <p>Bryan Hitch, Maintenance Superintendent</p>	<p>For the County bridge and culvert projects and/or maintenance-type work, we follow the ODOT CMS and comply with all erosion and sediment controls for subdivision construction sites per the Land Development Regulations. This SCM will only typically be enforced should a new project come to fruition; upgrades are put into place, inspections uncover an illicit discharge, or inquiries related to substandard procedures are called in to the office. ORC 6117.51 calls us to work closely with the CCBH in determining the eventual overflow of all drainage systems.</p>	Yes	<p>The County Public Works have a partnership with the County Board of Health to accomplish the remaining area of testing, sampling, screening, etc. The CCBH in conjunction with the OEPA will then enact any ordinances involved. The CCBH currently performs this work as part of an ongoing yearly cycle and through attrition and the rehabilitation, upgrades to roads and streets the system are improved.</p> <p>As part of this plan, dry-weather flows were to be investigated. Coordination in this regard will continue to adequately cover and document the County's infrastructure.</p>				Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges:		Effective (Yes or No)
					Identified*	Eliminated	
<p>Dry-Weather Screening of Outfalls</p> <p>Total # of Outfalls <u> 0 </u></p> <p>Jeffrey Horvath, P.E., Chief Section Engineer, Bridge Inspection/Maintenance</p> <p>James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division</p>	<p>The Public Works department is not set up to adequately perform dry weather screening of contaminated outfalls. We have begun a partnership with the CCBH to track and assist with this measure.</p>	Yes	0	0	0	n/a	Yes

*Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.

MCM #3 ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

- Summarize activities you plan to undertake for the next reporting cycle.

SCM & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism Jeffrey Horvath, P.E., Chief Section Engineer, Bridge Inspection/Maintenance	The Public Works office via the Bridge Inspection/Maintenance Department inspects bridges and culverts on the County system yearly. Our inspection program already includes a Visual Inspection Worksheet that must be completed when an illicit discharge is discovered. All structures have plans on file that included storm sewer and drainage connections that outlet into our MS4. This activity will continue as part of our comprehensive Bridge Management program. In addition, we will partner with the CCBH, especially in the township to coordinate all future activities.	The Public Works office does not possess the legal authority to enact ordinances. However, the goal is that every structure would be assessed every year in accordance with the standards and methods set in place. Another main objective is that the Visual Inspection Worksheet would be utilized effectively to coordinate efforts with each municipality and with the County Board of Health, as well as the Ohio EPA.	The schedule set in place is largely mandated by our bridge inspections and the crews that perform them. We have 2 teams that accomplish the inspections and at the same time, look for illicit discharges. This will occur typically during the months from April 15 to November 15.
Storm Sewer System Map Debbie Davtovich, Web & Applications Administrator, Daniel Giersz, Asst.	Continue to develop the mapping exhibit system. The Tax Map Base mapping along with the Location Based Response System's address ranges coupled with the 2013 orthophotography, referenced in the 2008 hydrology layers and the 2006 2' contours available from the county's CEGIS system, will be utilized for watershed reporting for any area within our MS4 system.	We have developed methodology to use our GEO-XM hand-held GPS unit and the associated Terrasync software to enhance any mapping exhibit product (s) needed to accompany an illicit discharge report.	These applications are continually being refined and will be available for use throughout the entire MS4 for the purpose of illicit discharge reporting.
HSTS Mapping and List Debbie Davtovich, Web & Applications Administrator, Daniel Giersz, Asst.	HSTS mapping and the associated digital data base list are maintained by the Cuyahoga County Board of Health, CCBH. The County Survey Department will continue to maintain a support relationship with the CCBH to further enhance the map products with newly acquired GIS and GPS technologies when needed.	We continue to meet with representatives of all agencies providing data layers to the map exhibits and are refining a mapping model to be used by all who may generate an illicit discharge report.	All applications are in place and will be monitored over the 2017 program year. Coverage of the entire MS4 is available and we stand ready to map a reported illicit discharge.
IDDE Plan Jeffrey Horvath, P.E., Chief Section Engineer, Bridge Inspection/Maintenance James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division Hugh Blocksidge, P.E. Stormwater Manager Bryan Hitch, Maintenance Superintendent	The Public Works Office will continue the partnership with the CCBH in efforts to plan, coordinate and implement a future program that will systematically address all areas of the County. Mapping, sampling, screening and eventual replacement of sewer systems, HSTS's and our MS4 overall have been discussed. The CCBH currently performs these tasks and will aid the County when necessary.	We will continue to meet with the CCBH and coordinate activities, meetings, etc. We will assist each municipality as the need arises to eliminate any illicit discharges dumping into the MS4. Finally, we will continue to inspect all structures within our jurisdiction and report on their condition, as well as any illicit discharges uncovered.	The schedule is one of follow-up and notification. Once an illicit discharge is discovered, the Public Works office notifies the affected municipality. This activity will continue. As we develop a partnership with the CCBH this schedule may become diversified to incorporate the dry-weather flows.



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<p>Dry-Weather Screening of Outfalls</p>	<p>The Public Works office is not set up to adequately perform dry weather screening of contaminated outfalls; however, dry weather collection and documentation may be performed. This can best be accomplished in working with the CCBH.</p>	<p>The Public Works Office has begun a partnership with the CCBH to accomplish this task.</p>	<p>The proposed schedule is mandated solely by the efforts of the CCBH, illicit discharges that are uncovered and follow-up activities on the part of the municipalities. Meetings will be scheduled as needed throughout the year.</p>
<p>Jeffrey Horvath, P.E., Chief Section Engineer, Bridge Inspection/Maintenance</p> <p>James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division</p> <p>Hugh Blocksidge, P.E. Stormwater Manager</p>			



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MCM #4 CONSTRUCTION SITE RUNOFF CONTROL

SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary	Establish and monitor effectiveness of language in Public Works Dept. General Provisions regarding enforcement of E&SC measures on construction projects.	Yes	The County Council has the ability to pass ordinances; however, it does not have the authority to regulate stormwater management in the various municipalities within Cuyahoga County. The County is required to obtain NPDES General Construction Permit coverage for most of our projects. This Permit directs us to follow the requirements of the ODOT L&D Manual. For Sanitary projects, the construction contract stipulates following E&SC requirements.		All of our Road and Bridge projects are designed following the requirements of the ODOT L&D Manual County enforces sanitary construction contracts to following the E&SC requirements.	Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Standards Being Used		Summary of Results or Activities	Effective (Yes or No)
Sediment and Erosion Control Requirements Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary	Ensure that the appropriate E&SC measures are included in each of our contract plans and specifications.	Yes	We follow the standards from the ODOT L&D Manual and guidelines established by the OEPA.		All contracts led by the Department of Public Works in 2016 included the appropriate Erosion & Sediment Control Measures. Update the developed flow chart to aid designers in making sure that the appropriate sections are added to the project specifications to assure compliance with the permit.	Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)
			Received	Followed-Up On		
Complaint Process Michael Tworzydlo, P.E., Chief Section Engineer, Construction	Continue to monitor and update various public input mechanisms as needed. Tract the number of public suggestions/complaints and number of suggestions/complaints followed up on.	Yes	2	2	Through the County website, an email address is given for stakeholders to correspond to the Public Works Office. Our field personnel have also been trained to field applicable complaints received while a given project is active.	Yes



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SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
Site Plan Review Procedures Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary	Design & Review using most appropriate E&SC measures Update policies & notify staff Monitor implementation of NPDES permit	Yes	5	5	Each Highway and Bridge Design Engineer is knowledgeable in the requirements of ODOT's L& D Manual concerning construction site runoff control SCMs and applies these requirements to every project. CUY – Towpath Stage 3 (PID 84112) EPA Permit Number 3GC08533*AG	Yes	
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
			# of Applicable Sites	# Performed	Avg. Frequency		
Site Inspection Procedures Michael Tworzydlo, P.E., Chief Section Engineer, Construction	In cooperation with the Cuyahoga Soil and Water Conservation District (CSWCD), we continuously monitor construction sites for compliance with approved SWPPP Plan. Administer appropriate training to assist County personnel in recognizing appropriate E&SC practices.	Yes	5	50	1/month** ** In addition to contractor's required weekly inspections.	Ridge Rd. – 4 reviews Barton, Bronson, Cook – 11 reviews Stearns Grade Separation – 12 reviews Warrensville/Van Aken Intersection – 11 reviews Bagley Rd./Pleasant Valley Rd. – 12 reviews	Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)	
			# of Violation Letters	# of Enforcement Actions			
Enforcement Procedures Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design	The Public Works Dept. has included E&SC measures in each construction contract developed. The General Provisions included in every contract led by the Engineers include various enforcement provisions and penalties for violation of project specifications.	Yes	0	0	The Public Works Dept. updated our contract The CCDPW contract General Provisions to contain specific language regarding maintenance of stormwater SCMs by the contractor for the duration of the contract. Sections 105.14 through 105.16 of the General Provisions outline steps taken for failure to maintain SCMs up to & including the Public Works Dept. taking over SCM maintenance thus insuring that SCMs will be maintained.	Yes	

*Include an attachment which identifies applicable sites within your jurisdiction for this reporting period.



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MCM #4 CONSTRUCTION SITE RUNOFF CONTROL

- Summarize activities you plan to undertake during the next reporting cycle.

SCM & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
<p>Ordinance or Other Regulatory Mechanism</p> <p>Brendan Finn, P.E., Chief Section Engineer, Bridge Design</p> <p>Christopher George, P.E., Chief Section Engineer, Highway Design</p> <p>Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary</p>	<p>Monitor effectiveness of language in Public Works General Provisions regarding enforcement of E&SC measures on construction projects.</p> <p>Obtaining LEED certification points for stormwater management.</p>	<p>Monitor effectiveness of language in Public Works General Provisions regarding enforcement of E&SC measures on construction projects.</p> <p>We transitioned all departments into one for uniformity where practical.</p>	On-going
<p>Sediment and Erosion Control Requirements</p> <p>Brendan Finn, P.E., Chief Section Engineer, Bridge Design</p> <p>Christopher George, P.E., Chief Section Engineer, Highway Design</p> <p>Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary</p>	<p>Ensure that the appropriate Erosion and Sediment Control measures are included in each of our contract plans & specifications.</p> <p>Obtaining LEED certification points for stormwater management.</p>	<p>Include the appropriate Erosion & Sediment Control measures in each of our contract plans and specifications.</p> <p>We transitioned all departments into one for uniformity where practical.</p>	On-going
<p>Complaint Process</p> <p>Michael Tworzydlo, P.E., Chief Section Engineer, Construction</p>	<p>Continue to train the Construction Dept .staff on proper procedures pertaining to complaint resolution.</p> <p>Continue to include notification on our Project Information Signage directing the public to report illegal dumping into local waterways.</p> <p>Provide a user-friendly complaint form that is available on our website.</p>	<p>Continue to appropriately act on all public complaints received on County Projects.</p> <p>Continue to make the public aware of their ability to report illegal dumping into waterways by conspicuously posting on our Project Information Signs.</p> <p>Work towards enhancing & encouraging public interaction with form on County website</p>	On-going
<p>Site Plan Review Procedures</p> <p>Brendan Finn, P.E., Chief Section Engineer, Bridge Design</p> <p>Christopher George, P.E., Chief Section Engineer, Highway Design</p> <p>Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary</p>	<p>Design & review using most appropriate E&SC measures</p> <p>Update policies & notify staff accordingly.</p> <p>Monitor implementation of revised NPDES Permit.</p>	<p>Keep abreast of updates to ODOT Specifications concerning Stormwater Management & assure that all staff engineers have current standards & specifications for performing reviews.</p> <p>We transitioned all departments into one for uniformity where practical.</p>	On-going



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Site Inspection Procedures	Continue to verify that Contractors are adhering to approved SWPPP Plan. Continue to provide regular monitoring of SWPPP specified SCMs in County construction projects. Continue to provide appropriate training for County Construction personnel on proper installation & maintenance of SWPPP specified SCMs.	Continue to provide monthly compliance inspections on all appropriate County construction projects by SCWCD Continue to monitor Public Works projects on at least a weekly basis to ensure SCMs are functioning properly as per our contract requirements. Continue to schedule appropriate E&SC training for Construction Dept. staff. We transitioned all departments into one for uniformity where practical.	On-going
Michael Tworzydlo, P.E., Chief Section Engineer, Construction			
Enforcement Procedures	Continue to monitor the effectiveness of the language in our General Provisions regarding the enforcement of E&SC measures on our construction projects.	Continue to monitor the effectiveness of the language in our General Provisions regarding the enforcement of E&SC measures on our construction projects.	On-going
Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design			



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MCM #5 POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary	Monitor effectiveness of language in Public Works General Provisions regarding enforcement of E&SC measures on construction projects.	Yes	The County Council has the ability to pass ordinances; however, it does not have the authority to regulate stormwater management in the various municipalities within Cuyahoga County. The County is required to obtain NPDES General Construction Permit coverage for most of our projects. This Permit directs us to follow the requirements of the ODOT L&D Manual. For Sanitary projects, the construction contract stipulates following E&SC requirements.		All of our roadway and bridge projects are designed following the requirements of the ODOT L&D Manual The standard sanitary project requirements have been developed with input from OEPA Department of Environmental and Financial Assistance.	Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used		Summary of Results or Activities	Effective (Yes or No)
Post-Construction Requirements Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design	Identify projects where SCMs are needed; work with maintaining agencies to implement appropriate SCMs; monitor updates to ODOT policies and SCMs; monitor implementation of revised NPDES permit.	Yes	ODOT L&D Volume 2 Toolbox CSWCD Consultation for "non-traditional" AASHTO Standards for Pavement Width		Monitor updates to ODOT L&D and AASHTO standards. Meet with CSWCD as needed	Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. SCMs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures Brendan Finn, P.E., Chief Section Engineer, Bridge Design Christopher George, P.E., Chief Section Engineer, Highway Design	Identify projects where SCMs are needed; work with maintaining agencies to implement appropriate SCMs; monitor updates to ODOT policies and SCMs; monitor implementation of revised NPDES permit.	Yes	5 SCMs	1 projects	CUY-Towpath Stage 3 (PID 84112), Post-Construction SCMs Five (5) wetland areas.	Yes



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SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
Site Inspection Procedures Michael Tworzydlo, P.E., Chief Section Engineer, Construction	Continue to monitor/ inspect in cooperation with (CSWCD) contractor's installation of Post-Construction SCMs as per the approved SWPP and Public Works construction specifications.	Yes	5	1-2 / year for completed projects	E. 105/MLK – 1 field review Convention Center – 1 field review Medical Mart/Convention Center – 1 field review Barret Road – 1 review Fitch Road (CR-170) Railroad Grade Separation – 1 review	Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
Enforcement Procedures Michael Tworzydlo, P.E., Chief Section Engineer, Construction	Work with CSWCD to provide/host workshops annually concerning proper installation techniques of post-construction SCMs	Yes	0	0		Yes
SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements Nichole English, P.E., Planning and Program Administrator	The agency will continue to include our co-operation agreement in all future projects	Yes	10	10	In the County / Municipal agreements the municipality agrees to maintain post-construction SCM as outlined in the Municipal Stormwater Permit.	Yes



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MCM #5 POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

- Summarize activities you plan to undertake for the next reporting cycle.

SCM & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
<p>Ordinance or Other Regulatory Mechanism</p> <p>Brendan Finn, P.E., Chief Section Engineer, Bridge Design</p> <p>Christopher George, P.E., Chief Section Engineer, Highway Design</p> <p>Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary</p>	<p>Monitor effectiveness of language in Public Works General Provisions regarding enforcement of installation of Post-Construction stormwater devices on construction projects.</p>	<p>The County Council has the ability to pass ordinances; however, it does not have the authority to regulate stormwater management in the various municipalities within Cuyahoga County.</p> <p>Monitor effectiveness of language in Public Works General Provisions regarding enforcement of installation of Post-Construction stormwater devices on construction projects.</p>	<p>On-going</p>
<p>Post-Construction Requirements</p> <p>Brendan Finn, P.E., Chief Section Engineer, Bridge Design</p> <p>Christopher George, P.E., Chief Section Engineer, Highway Design</p> <p>Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary</p>	<p>Identify projects where SCMs are needed. Work with maintaining agencies to implement appropriate SCMs.</p> <p>Monitor updates to ODOT policies/SCMs.</p> <p>Monitor implementation of NPDES Permit</p>	<p>Evaluate all projects for SCMs</p> <p>Monitor updates to ODOT L&D</p> <p>Meet with CSWCD as needed.</p> <p>Monitor NPDES implementation</p> <p>We transitioned all departments into one for uniformity where practical.</p>	<p>On-going</p>
<p>Site Plan Review Procedures</p> <p>Brendan Finn, P.E., Chief Section Engineer, Bridge Design</p> <p>Christopher George, P.E., Chief Section Engineer, Highway Design</p> <p>Hugh Blocksidge, P.E., Chief Section Engineer, Sanitary</p>	<p>Identify projects where SCMs are needed. Work with maintaining agencies to implement appropriate SCMs.</p> <p>Monitor updates to ODOT policies/SCMs.</p> <p>Monitor implementation of NPDES Permit</p>	<p>Evaluate all projects for SCMs</p> <p>Monitor updates to ODOT L&D</p> <p>Meet with CSWCD as needed.</p> <p>Monitor NPDES implementation</p> <p>We transitioned all departments into one for uniformity where practical.</p>	<p>On-going</p>
<p>Site Inspection Procedures</p> <p>Michael Tworzydlo, P.E., Chief Section Engineer, Construction</p>	<p>Continue to work with the CWSCD to monitor/inspect installation of post-construction SCMs on a monthly basis.</p> <p>Continue to develop procedures to enforce the contractor's obligation to properly install post-construction SCMs in a timely manner.</p>	<p>Continue to perform monthly inspections in cooperation with CWSCD concerning the installation of post-construction SCMs. Continue to monitor ODOT Construction & Material Specifications for any significant changes to construction techniques concerning post-construction SCMs. The County Council has the ability to pass ordinances; however, it does not have the authority to regulate stormwater management in the various municipalities within Cuyahoga County.</p>	



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Enforcement Procedures	Continue to work with CSWCD to provide/host workshops annually focusing on current techniques for the proper installation of post-construction SCMs.	Continue to schedule appropriate training for Public Works Construction inspection personnel concerning proper installation techniques for post-construction SCMs	On-going
Michael Tworzydlo, P.E., Chief Section Engineer, Construction		We transitioned all departments into one for uniformity.	
Long-Term O&M Plans/Agreements	The agency will continue to include our co-operation agreement in all future projects.	All new agreements state that the municipality agrees to follow and maintain post-construction SCMs as outlined in the Municipal Stormwater Permit that is filed with the OEPA.	Agreements with municipalities are filed as one of the first steps of our project planning process.
Nichole English, P.E., Planning and Program Administrator		We transitioned all departments into one for uniformity.	



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MCM #6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

SCM & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
List of Municipal Facilities Subject to Program					O&M Procedures Developed for Facilities (Yes or No)	# of Facility Inspections Performed	Frequencies of Such Inspections
Brookpark Road Facility, 4000 Brookpark Road, Cleveland, OH 44134 York Road Facility, 14875 York Road, North Royalton, OH 44133 Valley View Sanitary Facility, 6100 West Canal Road, Valley View, OH 44125					Updated and revised SWPPPs for all three facilities are under development.	0	4X per year are planned
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
	Continue maintenance of roadways, structures, catch basins, drainage ditches, and facilities in Public Works jurisdiction			Continue maintenance of roadways, structures, catch basins, ditch cleaning and facilities insuring MS4 are unobstructed and functional			
Disposal of Wastes	Procedures Developed (Yes or No)		Document Amounts of Wastes Properly Disposed				
	Yes		Trees/ clippings: 75 yds Used motor oil: 0 gal* Anti-freeze: 0 gal* *These quantities are not disposed of; they are sold to a recycler. Scrap steel: 3.87 tons Construction debris: 486 yds. Asphalt grindings: 0 tons; York Yard has 70 tons on hand to be disposed of.				
Road Salt	Covered (Yes or No)		Tons Used	Summarize Measures Taken to Minimize Usage			
	Yes		10	It is applied in high traffic areas when temperature is expected to stay below freezing. Do not pre-salt roadways. Calibrate salt spreaders to road conditions.			
Pesticide & Herbicide Usage	Procedures Developed (Yes or No)		Gallons Used	Summarize Measures Taken to Minimize Usage			
	Yes		0	Follow manufacturer instructions, with some products dilution is as effective			
Fertilizer Usage	Procedures Developed (Yes or No)		Pounds Used	Summarize Measures Taken to Minimize Usage			
	Yes		0	Follow product labels for application rates. Educate NOT to over fertilize.			
Street Sweeping	Procedures Developed (Yes or No)		Document Amount of Material Collected and Properly Disposed				
	Yes		30 tons collected; 0 tons disposed of.				
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality						
	None						



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MCM #6 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

- Summarize activities you plan to undertake for the next reporting cycle.

SCM & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Employee Training Program James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division Thomas Regas, Building Maintenance Superintendent Koula Celebrezze, Public Information	Train 100% of our Maintenance staff.	Focus on (1) one theme per year. Plan on using Board of Health to assist in this activity.	Winter/ Fall
List of Facilities Subject to Program James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division	Review procedures set in place	Review/ implement any needed changes to our SWMP	On-Going
MS4 Maintenance James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division	To ensure our MS4's are functioning properly	Continue roadway, structure, and maintenance programs to ensure SWMP's are being followed	Early Spring thru Fall
Disposal of Wastes James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division Bryan Hitch, Maintenance Superintendent	Continue to improve our documentation process Review on site storage methods	Review EPA policy and other organizations for proper on-site storage methods	On-Going
Road Salt James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division	Continue to look for ways of minimizing salt to the environment	Continue to educate employees on snow and ice removal procedures	Late Summer/ Fall
Pesticide & Herbicide Usage James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division Thomas Regas, Building Maintenance Superintendent James May, Program Officer	Zero.	Continue to educate and train employees Use outside contractor as needed.	Early Spring thru Fall



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Fertilizer Usage	Zero.		
James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division Thomas Regas, Building Maintenance Superintendent			
Street Sweeping	To adhere to our maintenance schedule Look at ways of improving our SWMP	Continue maintenance procedures of MS4's	Early Spring thru Fall (weather permitting)
James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division			
Flood Management Projects	Minimize impact of sediment removal due to flooding	Continue to Implement SCM to reduce sediment removal during flooding	2017
James Hazimihalis, P.E. Maintenance Superintendent, Road & Bridge Division Thomas Regas, Building Maintenance Superintendent			

PROPOSED CHANGES TO YOUR SWMP (IF ANY)

- Summarize any proposed changes to your SWMP, including changes to any SCMs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

The Department of Public Works has re-written the SWMP to the new EPA approved format. The SWMP was submitted to EPA on 12/21/16.

VARIANCES GRANTED (IF ANY)

- Identify and summarize any variances granted under your stormwater program.

N/A.