



NPDES Small MS4 General Permit (OHQ000002) Annual Reporting Form

Instructions for completing this form:

- OHQ000002 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:
Ohio Environmental Protection Agency
Division of Surface Water
Storm Water Program – Small MS4
P.O. Box 1049
Columbus, Ohio 43216-1049

Small MS4 Annual Report for Year: 2009

Ohio EPA Facility Permit Number: OHQ000002

Name of MS4: City of Findlay, Ohio

Primary Contact: Brian Hurt, P.E.

Title: City Engineer

Mailing Address: 318 Dorney Plaza, Room 304

City: Findlay

Zip Code: 45840

County: Hancock

Telephone Number: 414-424-7121

Email Address: bhurt@findlayohio.com

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.

See Attachment A: Table of Organization for a comprehensive list of individuals involved in the MS4 program and their contact information.

Development and implementation of MS4 programs in the first half of 2009 was a joint venture between the Superintendent of the Water Pollution Control Center, Randy Greeno, and the City Engineer, Brian Hurt- P.E. In August of 2009 Meghan Clement- E.I.T. was hired to assist the implementation of the MS4 program and coordinate future Best Management Practices (BMP). City of Findlay Service Director, Bruce Hardy, was also instrumental in helping implement the MS4 program as well as keep the City Administration informed. As BMP's were identified in 2009 to be applied, the Engineering Department, with approval from City Administration when applicable, then proceeded by getting the appropriate Department Head directly involved creating a smooth transition between plan and implementation.

A Memorandum of Understanding (MOU) between the City of Findlay and the Blanchard River Watershed Partnership has been drafted and approved (2009) and is awaiting final signing by both parties (2010). Also in 2009, a draft MOU was created between the City of Findlay and the Hancock County Solid Waste Management District (SWMD) and is awaiting review in 2010 by both parties.

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: Brian Hurt, P.E.

Print Title: City Engineer

Signature: 

Date: 3/29/10



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

PUBLIC EDUCATION & OUTREACH
 Estimate Your Permit Area's Total Population: 39,000

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Conduct Public Stakeholder Mtgs with opportunity for public comment	Form Storm Water Advisory Committee (SWAC), discuss MS4 program, Storm Water Quality and have the SWAC be a forum for public comments.	Open Discussion among business leaders, public representatives, elected officials and academics pertaining to Storm Water MS4 implementation.	Local Community groups to be affected by MS4 BMPS including the construction industry, University of Findlay, general public, as well as elected officials and watershed partners.	100% See Attachment B: 2009 SWAC Members and December Attendance.	SWAC committee was formed in 2009 and the first meeting was held on 12-9-09. The purpose of the MS4 mandate was introduced and discussion held on the 6 minimum control measures.	Yes
Department Heads / SWAC						
Educate and Inform Elected Officials on Program Implications	Meet with Elected Officials informing them of program progress.	An introduction to all of the Elected Officials to the MS4 mandate and to let them know what progress is being made. Also informed them of the SWAC meeting and invited them to attend.	The Elected Officials of City Council was the Target Audience. Also present were The Mayor, Safety Director, and Service Director.	100% An introduction letter dated Nov. 23, 2009 was read at the Dec. 1st, 2009 City Council Meeting to Elected Officials. (See Attachment C)	At the publicly televised Dec. 1st, 2009 City Council Meeting, a letter was introduced by the Service Director updating Elected Officials of MS4 progress as well as inviting them to the next SWAC meeting.	Yes
City Department Heads						
Information Provided on Utility Bills	Flyer included in the Nov./Dec. mailings of the City of Findlay combined water, sewer, storm utility bill. (See Attachment D)	The 2009 flyer focused on ways the general public can reduce storm water pollution through actions such as "no dumping in storm drains" and "clean up after your pet".	Local Landowners in the City of Findlay, including adults and children.	13,000 flyers mailed (1 to each household with a City of Findlay utility). Can't verify flyer was shown to other household members- anywhere from (13,000/39,000) = 33% to 100% of population reached.	Flyers with ways to reduce storm water runoff mailed directly to 13,000 households within the city of Findlay inside of utility bills.	Yes
WPC, Engineering, and Mailing Vendor						



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 39,000

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached	Summary of Results	Effective (Yes or No)
Develop MOU with Blanchard River Watershed Partnership	A MOU was created in 2009 to formalize an agreement between the City of Findlay and the BRWP to agree to share information pertaining to outfall GIS data, clean-up days, etc.	A good working partnership between agencies that are working toward the same goal of preventing pollution in storm water runoff to keep our Rivers and Creeks cleaner.	BRWP and the City of Findlay	100%. The MOU was introduced at the 12/9/09 SWAC meeting and shown to BRWP/City of Findlay afterwards for discussions & comments. A final draft is awaiting signatures.	Final draft MOU created between BRWP and the City of Findlay. Tentatively approved by both parties, awaiting final signatures. (See Attachment E)	Yes
BRWP and City of Findlay / Engineering Department						
Water Pollution Control Center Tours	Storm Water BMP's Brochure that give an overview of Storm Water Management handed out at all attendees that tour the Water Pollution Control Center.	Promoting good Storm Water management practices through informational brochures.	Anyone, including residents and local businesses, who tour the Water Pollution Control Center.	100%. Everyone who toured the Water Treatment Center received a Storm Water Management Brochure.	March 5th-Donnell Science Club (25 Students) Sept. 20th-University of Findlay Environmental Class (20 Students) Oct. 27th-Locktite Corp. (2 individuals) Nov. 19th-Siemen's Corp. (3 individuals)	Yes
WPC						
Hancock County Leadership Courses - Bus Tour	Hancock Leadership members tour local Capital Improvement Projects as well as the WPC. Storm Water Pollution Prevention is a recurring theme throughout the tour.	At many of the Capital Improvement Sites, attendees can see Storm Water BMP's in use. Also, pamphlets are distributed on storm water at the WPC tour stop.	Members of the Hancock County 2009 Leadership program.	100%. There were approximately 40 attendees that took the bus tour on October 14th, 2009. (See Attachment F)	Members of Hancock County Leadership got to experience practical uses of BMP's as they are used in the field as well as receive a brochure on Storm Water Pollution Prevention.	Yes
WPC / Engineering						



PUBLIC EDUCATION & OUTREACH

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

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Conduct Public Stakeholder Mtgs with opportunity for public comment	Hold quarterly Storm Water Advisory Committee (SWAC) meetings to discuss MS4 program, Storm Water Quality and have the meetings be a forum for public comments.	Open Discussion pertaining to Storm Water MS4 implementation. (Post)Construction BMP's and Ordinances to be focus for 2010 meetings.	Local Community groups to be affected by MS4 BMPS including the construction industry, University of Findlay, general public, as well as elected officials and watershed partners.	100%	Quarterly SWAC meetings for public input as well as to get feedback on potential Construction/ Post Construction BMP's as well as Creating and Proposing Storm Water Ordinances.	First of 4 proposed SWAC meetings to be held Feb. 4th, 2010 to discuss BMP effectiveness and potential community impacts.
Department Heads / SWAC						
Modify the City of Findlay Website to promote Storm Water Pollution Prevention	Information to be added to the City of Findlay Website (www.findlayohio.com) promoting MS4 objectives and links to other Storm Water Pollution Prevention sites such as EPA's.	Easy links on the internet to allow residents or contractors to get valuable information whenever they need it pertaining to Storm Water BMP's.	Residents and Contractors who use the internet to visit the City of Findlay's website.	Unknown at this time. Page "hit counters" to be used to determine what percent of people who go to the main City of Findlay webpage continue to the Storm Water link.	Develop webpage with Storm Water MS4 updates. Compile a list of acceptable Storm Water Pollution Prevention Links. Work with computer dept. to upload content to website.	Develop website content first half of 2010. Get uploaded to City website and fully functional by end of 2010.
Computer / Engineering Departments						
Educate and Inform Elected Officials on Program Implications	Meet with Elected Officials informing them of program progress.	Keeping the Elected Officials informed of the progress being made towards the MS4 goals and providing them with enough information about the program to answer any questions their constituents may have.	The Elected Officials, including City Council, The Mayor, and the Safety and Service Directors.	100%	Special "Committee of the Whole" meetings as needed to update project specifics. Also any ordinances, MOU's, and general updates to go through City Council Meetings.	Committee of the Whole meeting to take place Jan. 11, 2010 to have an in-depth look at current and proposed future Pollution Prevention BMP's. Other Committee of the Whole meetings throughout the year as needed.
City Department Heads						



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BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Information Provided on Utility Bills WPC, Engineering, and Mailing Vendor	Flyer included in City of Findlay combined Water, Sewer, Storm Water utility bill. Mailed to each household that has a utility account in 2010.	The 2010 Flyer will have a message concerning lawn sprays such as herbicides and pesticides. BMP's will be suggested to reduce pollution runoff from these sources.	Local Landowners in the City of Findlay, including adults and children.	13,000 flyers mailed (1 to each household with a City of Findlay utility). Can't verify flyer was shown to other household members- anywhere from (13,000/39,000) = 33% to 100% of population reached.	Create flyer on effectively managing herbicide and pesticide spraying to reduce pollution runoff by Spring 2010.	Have 13,000 flyers to Mailing Vendor to include in utility bills for April/May billing cycle so they are distributed before Spring Spraying season.
Place Articles in the Findlay Courier (local newspaper) Engineering Dept. / WPC	Two articles in the local newspaper, The Findlay Courier, which highlight the MS4 progress, good Storm Water Management Practices, or a related topic.	The 2010 articles to focus on education and outreach. Topics could include University of Findlay students helping promote Storm Water BMP's as well as what residents can do to help.	Residents and Commercial/ Industrial businesses that subscribe to The Courier.	100% of subscribers to The Courier will receive the article in the newspaper.	Have two articles printed in The Courier, or equivalent news outlet, by the end of 2010.	Propose first story to the newspaper in the spring, wait until fall/winter for second article.
Distribute Storm Water related Pamphlets Engineering	Storm Water pamphlets to be distributed at City resident attended events such as the Home Show and the County Fair.	Educational materials on the importance of keeping Storm Water Runoff clean and ways residents can reduce pollutants.	Residents that attend the Home Show and the County Fair.	Unknown at this time, percentage will be determined based on attendance of 2010 events as well as how many flyers/brochures are distributed.	Make flyers/brochures available at the Home Show and the County Fair.	Create 2010 flyers and or brochure and have ready to distribute for the Home Show (Spring 2010) and the County Fair (Aug./Sept. 2010).



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BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Develop MOU with Blanchard River Watershed Partnership BRWP and City of Findlay / Engineering Department	To get the MOU that was created in 2009 signed and executed by both the BRWP and The City of Findlay.	A good working partnership between agencies that are working toward the same goal of preventing pollution in storm water runoff to keep our Rivers and Creeks cleaner	BRWP and the City of Findlay	100% Both organizations have viewed and agreed upon the provisions outlined in the draft MOU.	Wait for board/council meetings of both parties so that signatures can be obtained.	Should be executed by Spring 2010.
Water Pollution Control Center Tours WPC	Storm Water BMP's Brochure that give an overview of Storm Water Management handed out at all attendees that tour the Water Pollution Control Center.	Promoting good Storm Water management practices through informational brochures.	Anyone, including residents and local businesses, who tour the Water Pollution Control Center.	100%. Plans for everyone touring the Water Pollution Control Center to receive Storm Water Brochures.	Coordinate brochure distribution with WPC and tour groups.	Continuing effort throughout 2010 as tour groups express interest in touring the WPC.
Hancock County Leadership Courses - Bus Tour WPC / Engineering	Hancock Leadership members will tour local Capital Improvement Projects as well as the WPC. Storm Water Pollution Prevention is a recurring theme throughout the tour.	At many of the Capital Improvement Sites, attendees can see Storm Water BMP's in use. Also, pamphlets will be distributed on storm water at the WPC tour stop.	Members of the Hancock County 2010 Leadership program.	100%. We are expecting between 30 and 50 attendees for 2010.	Prepare Tour route of current Capital Improvement Projects to include and highlight current BMP's that reduce Storm Water Pollution Runoff. Also prepare Storm Water brochures to be handed out at the WPC stop of the tour.	Have Tour route and Storm Water Brochures ready in time for the Tour which will occur Fall 2010.



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BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience to be Reached	Summary of Planned Activities	Proposed Schedule
Community Presentation	Deliver a presentation to a community group of children and/or young adults on Storm Water Pollution and its impacts.	The presentation will be focused on prevention of Storm Water Pollution and education of the impact of pollution.	Young adults or children. Occasionally throughout past years, Daycare Centers have requested a presentation and the local Library also does presentations.	Unknown at this time. Our goal is to give one presentation per year to young adults/ children and have an audience of approximately 10 people.	Locate a venue (Daycare or Library) that would like the City of Findlay to host the presentation. WPC to create/ update display board and give the presentation.	Locate venue Spring of 2010 and give presentation at their convenience by the end of 2010.
WPC						



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SMALL MS4 ANNUAL REPORT FORM

PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Comply with State and Local Meeting Notices	Have adequate notice given for each public meeting and proposed resolutions/ordinances.	Transparency in government dealings and allowing a time frame for the public to become involved and comment.	Residents and Local Businesses of the City of Findlay.	0 - Notice was given through public City Council Meetings as well as broadcast on the local TV station of activities related to Storm Water Pollution Prevention. No public comments were received.	Goal was met for complying with meeting notice times, however we received no public response related to the notices.	No. Not effective in 2009, however it is a BMP to continue. It allows the public adequate time to bring up any issues they may have with future meetings or notices.
All Departments						
Stream Cleaning through BRWP	Streams are Cleaned and Monitored through volunteer effort. Water Quality topics are discussed with activities.	The overall message is that through public participation and volunteer effort, the streams can be cleaned and water quality improved.	Residents of the City of Findlay.	Mostly University of Findlay Students participated. There were approximately 20 volunteers.	Over 150 car and truck tires were removed from the Blanchard River. Also removed was 1.64 tons of misc. debris found in the river or on its banks.	Yes.
BRWP / City of Findlay						
Water Pollution Control Center Tours	Storm Water BMP's Brochure that give an overview of Storm Water Management handed out at all attendees that tour the Water Pollution Control Center.	Promoting good Storm Water management practices through informational brochures.	Anyone, including residents and local businesses, who tour the Water Pollution Control Center.	50 people participated throughout 2009 in the Tour.	A diverse group of individuals toured the WPC throughout the year including local businesses, students and residents.	Yes.
WPC						



SMALL MS4 ANNUAL REPORT FORM

PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Hancock County Leadership Courses - Bus Tour	Hancock Leadership members tour local Capital Improvement Projects as well as the WPC. Storm Water Pollution Prevention is a recurring theme throughout the tour.	At many of the Capital Improvement Sites, attendees can see Storm Water BMP's in use. Also, pamphlets are distributed on storm water at the WPC tour stop.	Members of the Hancock County 2009 Leadership program.	There were approximately 40 attendees that took the bus tour on October 14th, 2009.	Members of Hancock County Leadership got to experience practical uses of BMP's as they are used in the field as well as receive a brochure on Storm Water Pollution Prevention.	Yes
WPC / Engineering						
Storm Water Placard Project	Have "No Dumping, Drains to River" placards placed on or near all Catch Basins that drain to the River. (See Attachment G)	Have local groups, such as Boy Scouts and University of Findlay Students help with the original placement of the placards.	Local Findlay environmentally related groups, such as Scouts and Environmental Majors at Universities.	20 people estimated throughout the placard placing at various times and locations.	Sense of pride in keeping local streams and rivers cleaner by public education and "no dumping" theme. All approximately 7,000 Catch Basins had placards placed on them by the end of 2009.	Yes
WPC / Engineering						
Conduct SWAC Meetings	Allow all SWAC meetings to be open to the public and encourage public participation in the meetings. Also invite City Council Members as applicable.	Public Participation and Involvement will be key themes to the SWAC meetings.	Any residents or businesses with concerns about Storm Water Quality.	2 City Council Members attended the first SWAC meeting in Dec. 2009, representing the public in their districts.	Good results and feedback both from SWAC members and City Council members. SWAC meeting was open to the public and Public Involvement/ Participation in the MS4 process was encouraged at the meeting.	Yes
City Department Heads and SWAC						



PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
MOU with Hancock County SWMD and Environmental Cleanup Days	A draft MOU was created in 2009 between the City of Findlay and the SWMD to agree to share information pertaining to clean-up days. Hold at least 1 clean-up day/year.	A good partnership between agencies working toward the same goal of preventing pollution in storm water runoff by promoting proper disposal of tires, drugs, and electronics.	SWMD and The City of Findlay to create MOU. Local residents of The City of Findlay to participate in clean-up days for appliances, tires, and electronics, medicine.	1 electronics collection day, 1 tire collection day and 2 prescription drug collection days were held. SWMD annual report not yet finalized for total number of participants.	Large amounts of hazardous waste which could have ended up in local streams has been collected and properly disposed of. (See Attachment H)	Yes
Hancock County SWMD and The City of Findlay						



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

PUBLIC INVOLVEMENT/PARTICIPATION

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

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
Comply with State and Local Meeting Notices All Departments	Have adequate notice given for each public meeting and proposed resolutions/ordinances.	Transparency in government dealings and allowing a time frame for the public to become involved and comment.	Residents and Local Businesses of the City of Findlay.	Hoping to receive multiple comments on proposed resolutions/ordinances as well as possible resident attendance at public meetings concerning Storm Water Quality.	Make sure public notice is given with adequate time before any meetings or resolutions / ordinances occur.	Ongoing throughout the year as new meetings come up.
Modify City's Website Computer / Engineering Dept.	Create a box on the City of Findlay's Website (www.findlayohio.com) for the public to submit questions, concerns, or ideas about Storm Water Quality.	Promote the City of Findlay's encouragement for the public to become involved and participate in ideas that may help Storm Water Quality.	Residents or Local Businesses that have internet access and would like to express their ideas or concerns about Storm Water Pollution or the MS4 program.	Unknown at this time. After the comment box is operational, records will be kept of how many people use it.	Create a Storm Water Page. After that page is complete and operational, add a comment box.	Storm Water Page and comment box to be fully operational by the end of 2010.
Stream Cleaning through BRWP BRWP / City of Findlay	The Blanchard River to be cleaned through volunteer effort. Water Quality topics are discussed with activities.	The overall message is that through public participation and volunteer effort, the streams can be cleaned and water quality improved.	Residents of the City of Findlay.	Anywhere from 20-50 participants, mainly dependent on the weather the day of the clean-up.	Work with the BRWP to promote the value of Stream Clean-up Day and encourage residents to volunteer.	Start promoting the event in Spring of 2010 and work with the BRWP to distribute educational materials on Storm Water Quality.



PUBLIC INVOLVEMENT/PARTICIPATION

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

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
Water Pollution Control Center Tours WPC	Storm Water BMP's Brochure that give an overview of Storm Water Management handed out at all attendees that tour the Water Pollution Control Center.	Promoting good Storm Water management practices through informational brochures.	Anyone, including residents and local businesses, who tour the Water Pollution Control Center.	Approximately 50 people.	Promote the Tour to local schools and universities as a hands-on way to learn about WPC and Storm Water Quality.	Starting spring of 2010 and continuing through the year, work with school and local business schedules to accommodate Tours to the WPC plant.
Hancock County Leadership Courses - Bus Tour WPC / Engineering	Hancock Leadership members tour local Capital Improvement Projects as well as the WPC. Storm Water Pollution Prevention is a recurring theme throughout the tour.	At many of the Capital Improvement Sites, attendees can see Storm Water BMP's in use. Also, pamphlets are distributed on storm water at the WPC tour stop.	Members of the Hancock County 2009 Leadership program.	Anywhere from 30 to 50 people depending on the Hancock Leadership 2010 membership size.	Prepare Tour route of current Capital Improvement Projects to include and highlight current BMP's that reduce Storm Water Pollution Runoff. Also prepare Storm Water brochures to be hand	Have Tour route and Storm Water Brochures ready in time for the Tour which will occur Fall 2010.
Storm Water Placard Project / Placard Inspection Program WPC / Engineering	Inspect rotating portions of the City of Findlay (a different section each year) for missing placards and replace as needed. Use volunteer efforts as much as possible to enlarge the area screened that year.	"No Dumping, Drains to River" on all Catch Basins is a way to educate the public as well as allow volunteers for hands-on help in their placement.	Local Residents who volunteer as well as City employees of other departments who can report missing placards.	Unknown at this time. The initial placard program was completed in 2009, may not get as much public assistance with the inspection program. Goal of 5 people.	Choose block sections of the City of Findlay and perform maintenance inspection on that area to check for damaged or missing placards.	To be performed in the warmer months of 2010 due to glue temperature requirements. Complete as large of a section as possible within the given time frame.



PUBLIC INVOLVEMENT/PARTICIPATION

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

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Summary of Planned Activities	Proposed Schedule
Conduct SWAC Meetings	Allow all SWAC meetings to be open to the public and encourage public participation in the meetings. Also invite City Council Members as applicable.	Public Participation and Involvement will be key themes to the SWAC meetings.	Any residents or businesses with concerns about Storm Water Quality.	The participation goal is to encourage at least 2 City Council Members to attend to represent their constituents.	Encourage people to attend SWAC meetings by allowing them time to voice their comments/concerns about Storm Water Pollution Prevention by making meeting times and places known.	SWAC meetings to be held quarterly in 2010.
City Department Heads and SWAC						
MOU with Hancock County SWMD and Environmental Cleanup Days	Hold at least 1 clean-up day/year. Also, finalize MOU between City of Findlay and the SWMD.	A good partnership between agencies working toward the same goal of preventing pollution in storm water runoff by promoting proper disposal of tires, drugs, and electronics.	SWMD and The City of Findlay to create MOU. Local residents of The City of Findlay to participate in clean-up days for appliances, electronics, tires, and medicine.	Estimate of at least 200 people to participate in 2010.	Finalize MOU and help publicize/execute successful clean-up activities.	Coordinate with SWMD to assist with Clean-up days in Spring of 2010.
Hancock County SWMD and The City of Findlay						



ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism City Department Heads	Prohibit through regulatory mechanism, non-stormwater discharges into the MS4.	No	N/A	In 2009, a draft ordinance was created to address illicit discharges and create investigatory/enforcement mechanisms. Not voted into effect yet.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
Storm Sewer System Map Engineering Department	Incorporate existing paper maps and field surveys into comprehensive GIS map	No	Older paper map records were located to begin transfer to GIS map.		Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
HSTS Mapping and List WPC / Engineering	Create map showing areas of suspected HSTS.	No	Checked with other City Departments trying to locate a list of maps of homes with HSTS. No departments currently track this information.		Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)
IDDE Plan City Dept. Heads/ WPC/ Engineering Dept.	After Ordinance is approved, check for illicit discharges through dry-weather screening and eliminate.	No	Draft Ordinance created in 2009 to prohibit illicit discharges. After Ordinance is approved and illicit discharges are detected, property owners will be notified and have a time limit to remedy the situation. Follow-up inspections to occur after fix. (See Attachment I for the Current Sampling Points-First Flush)		Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges:
Dry-Weather Screening of Outfalls Total # of Outfalls Engineering / WPC/ BRWP	Develop Screening Procedures and begin screening.	No	0	0	Identified* Eliminated
				0	0
					Yes

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



ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)

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

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
<p>Ordinance or Other Regulatory Mechanism</p> <p>City Department Heads</p>	<p>Prohibit through regulatory mechanism, non-stormwater discharges into the MS4.</p>	<p>Review Ordinance drafted in 2009 with SWAC committee, as well as local government officials. Amend as necessary to get approval in 2010.</p>	<p>Present to second SWAC meeting in 2010 for comments or revisions. Prepare for a council meeting to discuss with local officials and get vote by end of 2010.</p>
<p>Storm Sewer System Map</p> <p>Engineering Department</p>	<p>Incorporate existing paper maps and field surveys into comprehensive GIS map.</p>	<p>Combining locations from existing paper maps and also field survey points onto 1 large paper map which will be transferred into GIS when completed.</p>	<p>First half of 2010 create large paper map with known existing storm sewer locations and in summer 2010 have field surveys done to locate other outfalls and storm sewer locations.</p>
<p>HSTS Mapping and List</p> <p>WPC / Engineering</p>	<p>Create map showing areas of suspected HSTS. Once map of general location of suspected HSTS is compiled, checks can be made to individual homes to see if they have a HSTS.</p>	<p>Engineering Dept. and WPC to work together to locate areas that currently do not have sanitary sewer line services.</p>	<p>Create map with areas of suspected HSTS in 2010. At the end of 2010 or early 2011, send out mailings to inquire if homes within those designated areas have a HSTS.</p>
<p>IDDE Plan</p> <p>City Dept. Heads/ WPC/ Engineering Dept.</p>	<p>After Ordinance is approved, check for illicit discharges through dry-weather screening and eliminate.</p>	<p>Get Ordinance approved in 2010, commence dry weather screenings to locate potential illicit discharge locations.</p>	<p>Get ordinance approval by end of 2010, conduct outfall dry weather screenings in the summer 2010. Follow up on any illicit discharges with property owners to fix the discharge.</p>
<p>Dry-Weather Screening of Outfalls</p> <p>Engineering / WPC/ BRWP</p>	<p>Develop Screening Procedures and begin screening.</p>	<p>Check accepted screening procedures and adopt a standard for screening outfalls. Order any necessary equipment and screen outfalls in dry weather.</p>	<p>Develop screening procedures by summer 2010 and have any necessary equipment ordered by late summer 2010 (dry months) to be ready to screen outfalls.</p>



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

CONSTRUCTION SITE RUNOFF CONTROL

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism Engineering	Create Ordinance that addresses BMP guidance.	No	N/A	Met with SWAC committee, discussed possible BMP's.	Yes
BMP & Responsible Party Sediment and Erosion Control Requirements Engineering	Measurable Goal Develop Guidance Manual of BMP's	Completed (Yes or No) No	Standards Being Used N/A	Summary of Results or Activities Researching potential BMP's for effectiveness and cost.	Effective (Yes or No) Yes
BMP & Responsible Party Complaint Process WPC / Engineering	Measurable Goal Make a contact available to receive complaints.	Completed (Yes or No) Yes	Complaints Received 0	Summary of Results or Activities Number to call in for complaints is available on all catch basins and distributed on all educational materials.	Effective (Yes or No) Yes
BMP & Responsible Party Site Plan Review Procedures Engineering	Measurable Goal Require measures to be shown/approved on construction drawings.	Completed (Yes or No) No	# of Applicable Sites Requiring Plans 6 Sites > 1Ac. # of Plans Reviewed 0	Summary of Results or Activities Site plan review measures not yet implemented. (TX Roadhouse, Melrose, Cascades, Orthopedics, Airport, Lincoln)	Effective (Yes or No) Yes
BMP & Responsible Party Site Inspection Procedures Engineering	Measurable Goal Create checklists for inspections and inspect sites on priority basis.	Completed (Yes or No) No	Site Inspections Performed # of Applicable Sites 6 Sites > 1Ac. # Performed 0 Avg. Frequency N/A	Summary of Results or Activities Inspection procedures not implemented until after ordinances are approved.	Effective (Yes or No) Yes
BMP & Responsible Party Enforcement Procedures Engineering	Measurable Goal Have an Ordinance in place to allow for enforcement.	Completed (Yes or No) No	Violations # of Violation Letters 0 # of Enforcement Actions 0	Summary of Results or Activities Ordinance will be created after BMP guidance manual is completed and plans are required to show BMP's.	Effective (Yes or No) Yes

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



CONSTRUCTION SITE RUNOFF CONTROL

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

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism Engineering	Create Ordinance that addresses BMP guidance. Get feedback on Ordinance and get it approved.	Presentation to the SWAC committee on BMP's for feedback. Create draft Ordinance addressing construction site pollution control.	February 2010 SWAC meeting to discuss BMP's, effectiveness, cost, and practicality. Late 2010, to draft proposed Ordinance.
Sediment and Erosion Control Requirements Engineering	Develop Guidance Manual of BMP's	Create proposal BMP report with the help of volunteers from the University of Findlay.	BMP report to be completed by summer 2010.
Complaint Process WPC / Engineering	Make a contact available to receive complaints. Also create box on the City of Findlay website that complaints can be sent to.	Continue distributing the complaint contact number as well as set up a box on the City's website.	Distribute educational material throughout 2010 that has the complaint number on it as well as set up website by end of 2010.
Site Plan Review Procedures Engineering	Require measures to be shown/approved on construction drawings.	Review existing Materials, select requirements and draft new Ordinance.	Review existing materials and get SWAC feedback in 2010.
Site Inspection Procedures Engineering	Create checklists for inspections and inspect sites on priority basis.	Review materials used by other cities, create draft checklist and get feedback.	Review materials and lists used by other cities in 2010 and get feedback on draft checklist. Also determine who inspects and what priorities to inspect.
Enforcement Procedures Engineering	Have an Ordinance in place to allow for enforcement.	Ordinance will be created after BMP guidance manual is completed and plans are required to show BMP's.	Work on BMP guidance report in 2010.



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism Engineering	Through regulatory mechanism address post construction runoff.	No	N/A	Researched Other Municipalities codes and ordinances to set benchmarks for Findlay Ordinances.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used	Summary of Results or Activities	Effective (Yes or No)
Post-Construction Requirements Engineering	Develop Storm Water guidance manual for new and redevelopment.	No	N/A	Researching potential BMP's for effectiveness and cost.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures Engineering/Zoning	Require measures to be shown/approved on construction drawings.	No	6 Sites > 1Ac.	Site plan review measures not yet implemented.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed	Summary of Results or Activities	Effective (Yes or No)
Site Inspection Procedures Engineering/Zoning	Create checklists for inspections and inspect sites on priority basis.	No	# Performed 6 Sites > 1Ac.	Inspection procedures not implemented until after ordinances are approved.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations	Summary of Results or Activities	Effective (Yes or No)
Enforcement Procedures Engineering/Zoning	Have an Ordinance in place to allow for enforcement.	No	# of Violation Letters 0	Ordinance will be created after BMP guidance manual is completed and plans are required to show BMP's.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements Engineering/Zoning	To monitor new and redevelopment to decide if O&M needed	No	0	O&M Post-Con. BMPs are Privately Maintained. City handles Cleaning & Maint. of City Projects/Catch Basins.	Yes



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

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

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism Engineering	Through regulatory mechanism address post construction runoff.	Create Draft Ordinance that will address Post Construction Runoff.	Create Draft in summer 2010, Propose to SWAC committee by fall 2010, get Council Vote by 2011.
Post-Construction Requirements Engineering	Develop Storm Water guidance manual for new and redevelopment.	Create proposed BMP report with the help of volunteers from the University of Findlay.	BMP report to be completed by summer 2010.
Site Plan Review Procedures Engineering/Zoning	Require measures to be shown/approved on construction drawings.	Review existing Materials, select requirements and draft new Ordinance.	Review existing materials and get SWAC feedback in 2010.
Site Inspection Procedures Engineering/Zoning	Create checklists for inspections and inspect sites on priority basis.	Review materials used by other cities, create draft checklist and get feedback.	Review materials and lists used by other cities in 2010 and get feedback on draft checklist. Also determine who inspects and what priorities to inspect.
Enforcement Procedures Engineering/Zoning	Have an Ordinance in place to allow for enforcement.	Ordinance will be created after BMP guidance manual is completed and plans are required to show BMP's.	Work on BMP guidance report in 2010
Long-Term O&M Plans/Agreements Engineering/Zoning	To monitor new and redevelopment to decide if O&M needed on a case by case basis during plan review process. Continue Maintaining City Properties.	Review private development plans to determine O&M requirements. City to do Catch Basin Cleaning, Leaf Drop-offs, Culvert and Channel Cleans.	After Site Plan Ordinances are in place, review for O&M purposes. Continue all City O&M activities in 2010.



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
Employee Training Program Engineering/WPC	Annual Training or Refresher Training	No	Employee Roles in Reducing Storm Water Pollution.	City of Findlay Employees at Facility Locations	Min: 6 per Year starting in 2011	Develop Training in 2010, Train and Refresher Train	Yes
<p>List of Municipal Facilities Subject to Program</p> <p>Water Treatment Plant (WTP), Water Pollution Control (WPC), Municipal Airport, Public Works, No The CUBE</p>							
<p>Summarize Maintenance Activities and Schedules</p> <p>Annual Storm Sewer & Catch Basin Cleaning, Catch Basin Repair, and Televised MS4 Lines.</p>							
<p>MS4 Maintenance</p> <p>13,060' Storm Sewer Cleaned, 79 Catch Basins Repaired/109 patched, 451' of line TV'd, 1,040 Basins Cleaned.</p>							
<p>Disposal of Wastes</p> <p>SWMD annual report not currently available at this time. 1 Household hazardous waste day, 2 drug pickup days and BRWP for River Clean</p>							
<p>Road Salt</p> <p>Using a pre-salt brine mixture before the storm as well as only salting intersections and major thoroughfares unless necessary elsewhere.</p>							
<p>Pesticide & Herbicide Usage</p> <p>All label Direction to be Followed for Safe Use</p>							
<p>Fertilizer Usage</p> <p>All label Direction to be Followed for Safe Use</p>							
<p>Street Sweeping</p> <p>948.43 Tons of Debris were collected and properly disposed of in 2009</p>							
<p>Flood Management Projects</p> <p>Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality</p> <p>The City of Findlay is currently working with the Army Corp of Engineers for a comprehensive Flood Management Study. Many meetings and plan proposals are currently being discussed, such as diversion channels, levy walls, and earthen dikes.</p>							



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

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

BMP & Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Employee Training Program Engineering/WPC/WTP	Create consistent training program to educate Municipal Employees on Storm Water Pollution Prevention.	Create training program and schedule, Train or Re-Train at least 6 employees Annually.	Create Program and Schedule in 2010. Train or Refresher Train employees starting in 2011.
List of Facilities Subject to Program Engineering/WPC	List is created. Inspect and create plan for each facility within first permitting cycle.	Combine informal In-House inspections, with a visit from a Trained Inspector to find areas that need work.	Inspect and Plan for each Facility by the end of 2014.
MS4 Maintenance Engineering/WPC	Continue or Improve the number of MS4 system cleaned and maintained annually.	Storm Sewer Cleaning, Catch Basin Cleaning and Repair, Storm Sewer Line TV'd.	Annual Maintenance
Disposal of Wastes Engineering w/ SWMD and BRWP	Continue to work with SWMD and BRWP to keep annual Pick-up days and River Clean-up Days.	Hazardous Waste, Electronics, Tires and Drug Waste Pick-Up Days w/ SWMD & River Cleanup Day w/ BRWP	Annual Events, at least 1 of each event
Road Salt Street Dept.	Continue with a minimum but safe approach to road salt applications.	Brine Roads ahead of time and use salt mainly for intersections and main roads until needed elsewhere.	Continue in the 2010-2011 winter season.
Pesticide & Herbicide Usage Street Dept.	Use annual Training to educate City Employees on proper usage for minimal Storm Water Impact.	Incorporate Pesticide and Herbicide Usage in to Annual Training Course.	Create Course in 2010, start trainings in 2011.
Fertilizer Usage Street Dept.	Use annual Training to educate City Employees on proper usage for minimal Storm Water Impact.	Incorporate Pesticide and Herbicide Usage in to Annual Training Course.	Create Course in 2010, start trainings in 2011.
Street Sweeping Street Dept.	Sweep City Streets as often as feasible to collect and properly dispose of waste.	Continue Annual street sweeping program.	Continue sweeping in 2010.
Flood Management Projects Engineering/ City Council	Consistent progress on flood reduction efforts with Army Corp of Engineers.	Review flood reduction proposals as they are made available.	Receive flood reduction proposals in 2010 for review.



State of Ohio Environmental Protection Agency

SMALL MS4 ANNUAL REPORT FORM

PROPOSED CHANGES TO YOUR SWMP (IF ANY)

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

No current proposed changes to the SWMP at this time. The City of Findlay SWMP is currently under EPA review for approval as is.

VARIANCES GRANTED (IF ANY)

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

None at this time.

Attachment A: Table of Organization

<p>MS4 Coordinator, City of Findlay Brian C. Hurt, P.E. City Engineer Phone: 419-424-7121 Fax: 419-424-7120 E-mail: bhurt@findlayohio.com</p>	<p>Engineering Department Meghan Clement, E.I.T. Engineer Phone: 419-424-7121 Fax: 419-424-7120 E-mail: mclement@findlayohio.com</p>	<p>Water Pollution Control Center Randy Greeno Superintendent Phone: 419-424-7187 Fax: 419-424-7823 E-mail: rgreeno@ci.findlay.oh.us</p>
<p>Service Director Bruce Hardy Director Phone: 419-424-7117 Fax: 419-424-7245 E-mail: publicsafety@ci.findlay.oh.us</p>	<p>Safety Director Jim Barker Director Phone: 419-424-7137 Fax: 419-424-7245 E-mail: publicsafety@ci.findlay.oh.us</p>	<p>Water Treatment Plant Scott Shellhammer Superintendent Phone: 419-424-7193 Fax: 419-424-7892 E-mail: sshellhammer@ci.findlay.oh.us</p>
<p>Public Works Department Jim Rhodes Superintendent Phone: 419-424-7181 Fax: 419-424-7838 E-mail: jimrhodes@ci.findlay.oh.us</p>	<p>Findlay Airport Bob Johnston Manager Phone: 419-422-4182 Fax: 419-429-7328 E-mail: bjohnston@ci.findlay.oh.us</p>	<p>Zoning Office Todd Richard Inspector Phone: 419-424-7121 Fax: 419-424-7120 E-mail: trichard@ci.findlay.oh.us</p>
<p>Computer Services Carmen Bremer Supervisor Phone: 419-424-7114 Fax: 419-424-7866 E-mail: cbremer@ci.findlay.oh.us</p>	<p>Blanchard River Watershed Partnership Phil Martin Watershed Coordinator Phone: 419-422-6487 Fax: - E-mail: gbbrm@woh.rr.com</p>	<p>Solid Waste Management District Courtney Comstock Coordinator Phone: 419-424-7210 Fax: 419-424-7416 E-mail: hancockswmd@co.hancock.oh.us</p>

Attachment B: 2009 SWAC Members and December Attendance

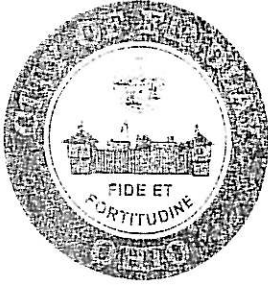
SWAC Committee Contact Info. (2009)

- Brian Hurt, City of Findlay, City Engineer
419-424-7121, bhurt@findlayohio.com
- Bruce Hardy, City of Findlay, Service Director
419-424-7117, bhardy@findlayohio.com
- Meghan Clement, City of Findlay, engineer
419-423-4662, mclement@findlayohio.com
- Phil Martin, Blanchard River Watershed Partnership
419-422-6487, gbbm@woh.rr.com
- Bill Doyle, University of Findlay, Assistant Prof. of Environmental Safety and Health Management
419-306-0882, doyle@findlay.edu
- Tom Heidlebaugh,
419-420-1507, no e-mail, 1525 Marcell Ave, Findlay OH 45840
- Dick Kozlowski, Blanchard River Watershed Partnership
419-957-7271, kozkoz@woh.rr.com
- Randy Greeno, City of Findlay, Superintendent WPC
419-424-7187, rgreeno@findlayohio.com
- Todd Garlock, Garlock Brothers
419-422-2947, tgarlock@garlockbros.com
- Paul Schmelzer, Van Horn Hoover
419-423-5630, p.schmelzer@vanhornhoover.com

SWAC Meeting 12-9-09 Attendance

Paul Schmelzer
Dick Kozlowski
Tom Heidlebaugh
Phil Martin
Bill Doyle
Ron Monday – City Council
Michael Slough – City Council
Bruce Hardy
Todd Garlock
Brian Hurt
Randy Greeno
Meghan Clement

Attachment C:
Introduction letter



Office of the Mayor
Pete Sehnert

318 Dorney Plaza, Room 310
Findlay, OH 45840
Telephone: 419-424-7137 • Fax: 419-424-7245
www.findlayohio.com

Jim Barker
Safety Director
Bruce Hardy
Service Director

November 23, 2009

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

The first meeting of the Storm Water Advisory Committee (SWAC) will be held on December 9, 2009. This Committee is being formed as part of the City of Findlay's preparation to implement the EPA Municipal Separate Storm Sewer System (MS4) mandate. The goal of this unfunded mandate is to reduce pollutants in storm water runoff to the maximum extent feasible.

The ten members of this committee are as follows: Brian Hurt, Meghan Clement, Phil Martin, Bill Doyle, Tom Heidlebaugh, Dick Kozlowski, Randy Greeno, Todd Garlock, Paul Schmelzer, and Bruce Hardy. This is a pretty diverse group with a keen interest in implementing the MS4 to satisfy EPA requirements while minimizing the costs of the program. You will be hearing more about the projects required to meet the EPA mandate as this committee starts working with the City's storm water employees in 2010.

We would welcome the participation of a Council member on this committee as well.

Sincerely,

Bruce Hardy
Service Director

XC: Mayor Pete Sehnert
David Hackenberg, Director of Law
Robert Sprague, City Auditor
Brian Hurt, Chief Engineer
Randy Greeno, WPCC Superintendent
File

Did you know?

When you see this sign
on a curb gutter....



Everything that flows
into it, flows into a
nearby river or creek
untreated!

Never dump anything
down Storm Drains!

For more information, contact:

**Findlay Water Pollution
Control Center**
1202 S. River Rd.
Findlay, OH 45840
419-424-7187

Or Visit: www.epa.gov/nps

**What can you do to help keep
pollution from reaching our
rivers and creeks through the
storm drains?**



Wash your vehicle
in your yard or a
carwash instead of
your driveway!

Drives are impervious (non-
absorbent) and cause harmful
chemicals to get washed into the
storm sewer.



Flush or bury pet waste to keep
harmful bacteria from washing
into our water supply.



Check vehicles
for all leaks.
Use sand or
kitty litter to
clean up any spills. Throw it away
so the next rain doesn't wash it
into the storm drain.



MOST IMPORTANT -
Never dump anything
into a storm drain!

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF
FINDLAY AND THE BLANCHARD RIVER WATERSHED
PARTNERSHIP**

Purpose

This agreement made this 1st day of February in the year of 2010 by and between the City of Findlay ("City") and the Blanchard River Watershed Partnership ("BRWP") is recognition of the need for effective collaboration to carry out the Environmental Protection Agency ("EPA") mandated responsibilities of the City, especially as related to the Storm Water Management Plan ("SWMP"). The City and BRWP accept this Memorandum of Understanding ("MOU") as the document which describes the process for exchange.

City's Role

1. Provide technical assistance to BRWP as needed for activities such as stream cleanings, stream monitoring and sewer outlet inventories.
2. Supply BRWP with printed materials on Storm Water quality topics, as available, to be distributed at watershed activities.
3. Facilitate distribution of materials and advertisements for BRWP watershed activities that further the program goals of improving Storm Water quality.

BRWP's Role

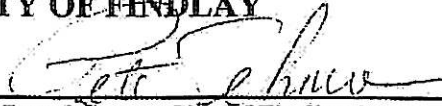
1. Designate a member to serve on the Storm Water Action Committee ("SWAC").
2. Coordinate all watershed activities within City limits with the City's Storm Water Manager or Designee.
3. Provide the City with an annual report of activities undertaken within City limits, including copies of flyers and notices distributed, as well as number of attendees and any technical information gathered. The report to be included within the City's annual report to the EPA for the SWMP.
4. Share any information pertaining to Storm Water quality gathered by the BRWP, such as any abnormal dry weather outfalls conditions noted and any GIS points located concerning Storm Water.

Agreed Procedures

1. This agreement may be amended at any time by mutual consent of the City and BRWP. The agreement may be terminated by either party giving thirty (30) days written notice to the other. Before termination of the agreement, both parties shall meet to discuss any issues of concern and possible resolutions.
2. The term of this agreement shall be effective starting the date listed above until the end of said year, to automatically renew and continue in one (1) year increments until either party terminates the agreement.

In witness thereof, this MOU executed and agreed to on the day, month and year as written above:

CITY OF FINDLAY


By: Pete Semert, City of Findlay Mayor

Date: 02/01/10

BLANCHARD RIVER WATERSHED PARTNERSHIP


By: Richard Kozlowski, Blanchard River Watershed Partnership

Date: 2/2/2010

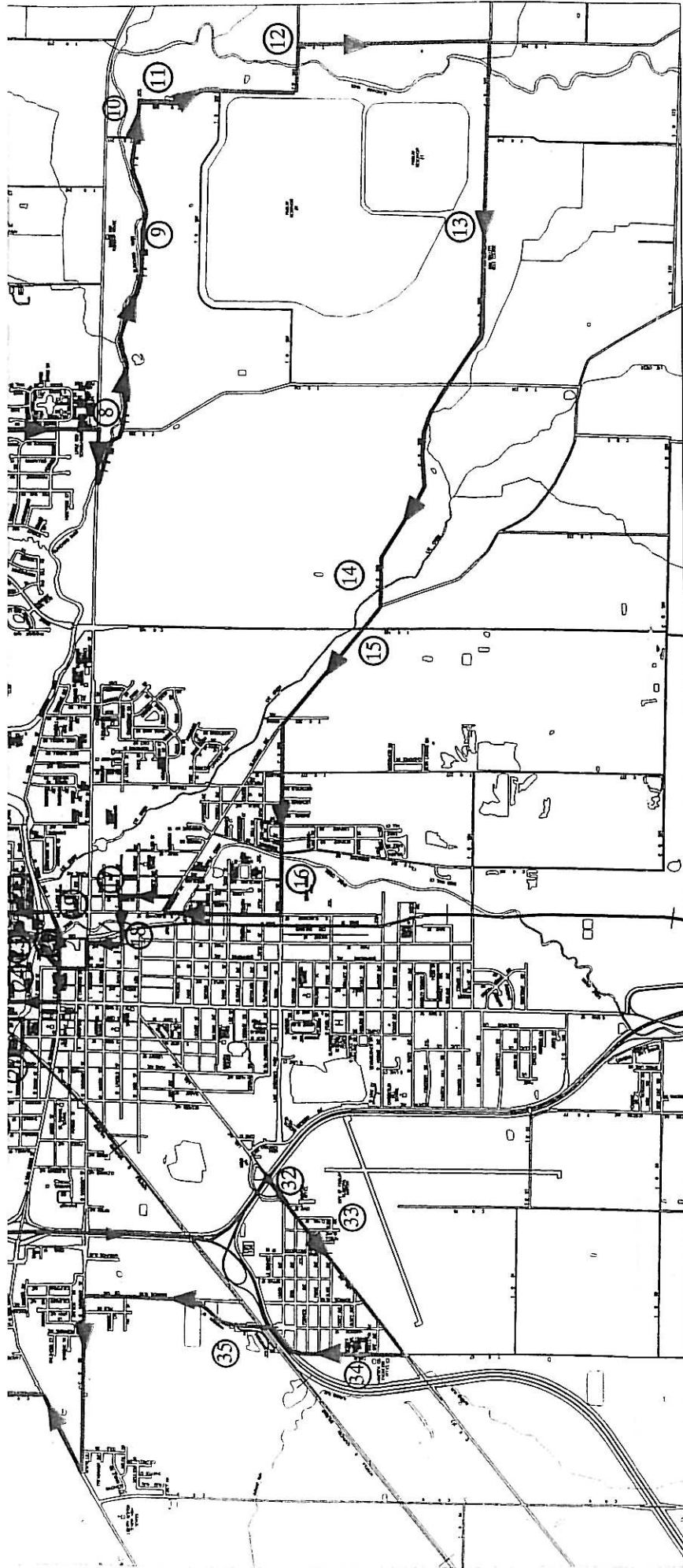


A TOUR AND MORE!

County Bus Tour, Leadership Styles and Development, Project Planning

Wednesday, October 14, 2009

- 7:50 A.M.** Coffee and Pastries- The CUBE
3430 N. Main Street, Findlay
- 8:00 A.M.** **Bil Homka**, Director, Hancock Regional Planning Commission
"Planning or Not?"
- 9:00 A.M.** Board Bus courtesy of **University of Findlay**
Tour of Findlay and Hancock County
Chris Long, Deputy Engineer, Hancock County
Brian Hurt, City of Findlay, Chief Engineer
- 12:15 A.M.** **LUNCH-** The CUBE, 3430 North Main Street
Lu Draper -- City of Findlay Recreation Department
- 1:00 P.M.** **GiftsCompass Inventory: Developing your Unique Potential**
James Graham Johnston, Founder, GiftsCompass Inc.
- 3:30 P.M.** **BREAK**
- 3:45 P.M.** Class Project Design
- 4:45 P.M.** Debrief/Evaluation
- 5:00 P.M.** Adjournment



BEGIN TOUR : THE CUBE 9:00 AM

1. MELROSE AVE. IMPROVEMENTS
2. THE FAMILY CENTER
3. FUTURE CRYSTAL AVE. IMPROVEMENTS
4. OWENS CAMPUS/CONNECTOR ROAD RESURFACING
5. TALL TIMBERS INDUSTRIAL CENTER/INDUSTRIAL DRIVE TURNING LANE EXTENSION
6. WIDENING OF CR 236 TIF AREA
7. FINDLAY FIRE STATION #4
8. INTERSECTION IMPROVEMENTS@ SR 568/CR 236
9. RESERVOIR PUMP STATION/USGS STREAM GAUGES
10. FUTURE COVERED BRIDGE
11. RIVERBEND RECREATION AREA
12. TR. 207 BLANCHARD RIVER BRIDGE REPLACEMENT
13. ZEBRA MUSSEL CONTROL/FINDLAY RESERVIOR
14. LYE CREEK STREAM MAINTENANCE
15. COUNTY ROAD 180 IMPROVEMENTS
16. 6TH STREET BRIDGE OVER EAGLE CREEK
17. CDBG IMPROVEMENTS
18. LINCOLN STREET IMPROVEMENTS
19. SANDUSKY STREET BRIDGE OVER EAGLE CREEK
20. BRIDGE REPLACEMENT E. MAIN CROSS STREET
21. STOP WATER TREATMENT PLANT
22. INTERSECTION IMPROVEMENTS BLANCHARD ST./CENTER ST.

23. DR. MARTIN LUTHER KING JR. PARKWAY REHABILITATION
24. TRANSPORTATION ENHANCEMENT GRANT APPLICATION NORTH MAIN STREET
25. HOME RAISED TO MEET FLOOD COMPLIANCE
26. CORY STREET BRIDGE REPLACEMENT
27. BRANDMAN SITE FLOOD MITIGATION
28. LIBERTY STREET DAM RIFFLE STRUCTURE
29. RAWSON PARK IMPROVEMENTS
30. STOP. WATER POLLUTION CONTROL
31. WAL-MART SITE (RETENTION AREA)
32. LIMA AVE. INTERCHANGE
33. FINDLAY MUNICIPAL AIRPORT
34. COUNTY ENGINEERS OFFICE
35. OAKWOODS PARK
36. COUNTY OFFICES/LIBERTY TWP. HOUSE/FIRE STATION
37. RESIDENTIAL SUBDIVISION PROCESS
38. HANCOCK CO. SANITARY LANDFILL ENTRANCE ON 140
39. PROPOSED COMMERCIAL SUBDIVISION HOME DEPOT
40. WATER AND SEWER TO VAN BUREN
41. COUNTY ROAD 99 IMPROVEMENTS
42. SPEEDWAY DRIVE/COUNTY ROAD 99 SIGNALIZATION

* TOUR ENDS: THE CUBE 12:30 PM

CATCH BASIN Markers
2007, 2008, 2009, 2010

Attachment G:
CB Markers

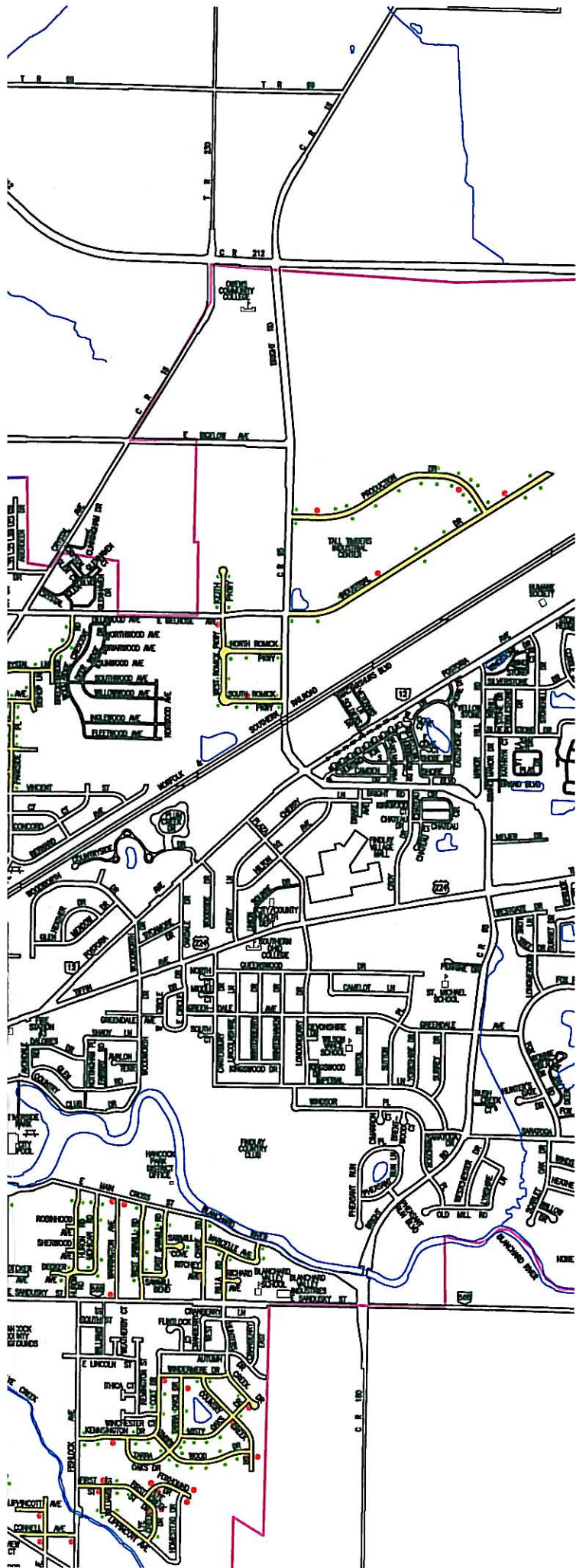


2009

Catch Basin Inspection Program

677 checked - green dots

138 replaced - red dots



**- DRAFT -
TO BE NEGOTIATED AND FINALIZED AT THE NEXT
SWAC COMMITTEE**

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF
FINDLAY AND THE HANCOCK COUNTY SOLID WASTE
MANAGEMENT DISTRICT**

Purpose

This agreement made this _____ day of _____ in the year of _____ by and between the City of Findlay ("City") and the Hancock County Solid Waste Management District ("SWMD") is recognition of the need for effective collaboration to carry out the Environmental Protection Agency ("EPA") mandated responsibilities of the City, especially as related to the Storm Water Management Plan ("SWMP"). The City and the SWMD accept this Memorandum of Understanding ("MOU") as the document which describes the process for exchange.

City's Role

1. Provide technical assistance to SWMD, as needed, for community activities such as any recycling and waste collection events.
2. Supply SWMD with printed materials on Storm Water quality topics, as available, to be distributed at community activities.
3. Facilitate distribution of materials and advertisements for SWMD community activities that further the program goals of improving Storm Water quality by hosting a safe disposal environment of hazardous waste.

SWMD's Role

1. Continue to host SWMD recycling and collection activities.
2. Coordinate all watershed activities within City limits with the City's Storm Water Manager or Designee.
3. Provide the City with an annual report of activities undertaken, including copies of flyers and notices distributed, as well as number of attendees and any technical information gathered (ex: quantity of materials recycled). The

report to be included within the City's annual report to the EPA for the SWMP.

Agreed Procedures

1. This agreement may be amended at any time by mutual consent of the City and SWMD. The agreement may be terminated by either party giving thirty (30) days written notice to the other. Before termination of the agreement, both parties shall meet to discuss any issues of concern and possible resolutions.
2. The term of this agreement shall be effective starting the date listed above until the end of said year, to automatically renew and continue in one (1) year increments until either party terminates the agreement.

In witness thereof, this MOU executed and agreed to on the day, month and year as written above:

CITY OF FINDLAY

Date: _____

By: _____

HANCOCK COUNTY SOLID WASTE MANAGEMENT DISTRICT

Date: _____

By: _____



City of Findlay

Pete Sehnert, Mayor

WATER POLLUTION CONTROL CENTER
Randy Greeno, Superintendent
1201 South River Road • Findlay, OH 45840
Phone: 419-424-7187 • Fax: 419-424-7823
www.findlayohio.com

Attach I:
Current 2009 samples

Jim Barker
Safety Director
Bruce Hardy
Service Director

February 1, 2010

Ms. Meghan Clement
City of Findlay Engineering Department

RE: Storm Water Sampling

Dear Meghan,

The City of Findlay WPC has chosen three sampling sites to gather data concerning storm water pollution. The sampling sites represent three different land use areas in Findlay. The sampling site labeled as Quail Lake is all residential, The Rush Creek site is commercial and the Tall Timbers site is industrial.

Sampling criteria set for this sampling is that no sites are to be located in a combined sewer area and that there is 72 hours between rainfalls. All samples are of the grab sample variety and all samples are iced down during collection before returned to the WPC lab for analysis. All samples are field tested for dissolved oxygen levels at the time of the collection of the samples all other parameters are performed at the WPC laboratory. First flush samples are kept separate from the event samples. Both the first flush samples and the event samples are separately composited before testing is performed on the samples.

The goal of the sampling is to collect one sample on a quarterly basis. This goal has been difficult to met since we are limited to the sample collection time being between 8:00 am and 1:00 pm on Monday through Friday since this is when personnel is available to collect samples. The 1:00 pm cutoff gives the laboratory personnel the opportunity to perform the tests required in the allotted time period. This small window has been very difficult to catch a storm event in, with the aforementioned restrictions.

Since this is the first storm water annual report that the City of Findlay has submitted I have included two sampling events form 2008 and two sampling events from 2009. This information can start to build a data base for future testing. Please see the following data from the four sampling events so far collected and tested for by the City of Findlay.

If you have any questions concerning the storm water sampling please contact me at 7187.

Sincerely,

Randy L. Greeno
WPC Superintendent

STORM WATER SAMPLING

Date: 7/22/2009
 Rainfall: .22"
 Soil Conditions: Saturated

Parameter # of samples	QUAIL LAKE		RUSH CREEK		TALL TIMBERS	
	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>
	3	3	3	3	3	3
Dissolved Oxygen, mg/l	6.2	7.4	7.0	7.2	6.6	6.5
Ammonia NH ₃ , mg/l	0.16	0.13	0.35	0.25	<.01	<.01
Nitrite NO ₂ , mg/l	<.01	0.02	0.03	0.04	<.01	<.01
Nitrate NO ₃ , mg/l	1.27	0.78	0.56	0.53	<.01	0.05
pH (SU)	7.8	7.7	7.3	7.4	7.6	7.6
CBOD mg/l	3	6	AE	22	3	4
Suspended Solids, mg/l	6	18	8	36	14	10
Total Phosphorus, mg/l	0.11	0.14	0.53	0.28	0.08	0.07
Dissolved Phosphorus, mg/l	0.25	0.19	0.58	0.34	0.13	0.11

STORM WATER SAMPLING

Date: 4/10/2009
 Rainfall: .17"
 Soil Conditions: Saturated

Parameter	QUAIL LAKE		RUSH CREEK		TALL TIMBERS	
	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>
# of samples	3	4	3	4	3	4
Dissolved Oxygen, mg/l	10.4	10.8	8.5	8.9	8.2	8.5
Ammonia NH ₃ , mg/l	0.04	0.07	0.47	0.37	<.01	0.09
Nitrite NO ₂ , mg/l	<.01	<.01	<.01	<.01	<.01	<.01
Nitrate NO ₃ , mg/l	1.29	1.60	0.82	0.54	<.01	<.01
pH (SU)	7.9	7.9	7.5	7.4	7.8	7.8
CBOD mg/l	1	2	8	8	2	2
Suspended Solids, mg/l	1	14	8	8	14	20
Total Phosphorus, mg/l	0.05	0.06	0.16	0.32	0.05	0.05
Dissolved Phosphorus, mg/l	0.08	0.09	0.15	0.35	0.09	0.08

STORM WATER SAMPLING

Date: 9/12/2008
 Rainfall: 0.97"
 Soil Conditions: Saturated

Parameter	QUAIL LAKE		RUSH CREEK		TALL TIMBERS	
	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>
# of samples	3	5	3	5	3	5
Dissolved Oxygen, mg/l	7.2	6.9	7.0	6.6	6.5	6.7
Ammonia NH ₃ , mg/l	0.13	0.08	0.13	0.10	0.17	0.13
Nitrite NO ₂ , mg/l	<.01	0.01	<.01	<.01	0.47	0.26
Nitrate NO ₃ , mg/l	0.02	0.63	0.05	0.39	0.84	0.63
pH (SU)	8.1	7.3	7.3	7.3	7.6	7.4
CBOD mg/l	6	4	9	6	6	5
Suspended Solids, mg/l	6	10	14	6	54	42
Total Phosphorus,mg/l	0.10	0.11	0.08	0.08	0.13	0.10
Dissolved Phosphorus,mg/l	0.08	0.10	0.05	0.07	0.08	0.05

STORM WATER SAMPLING

Date: 5/2/2008
 Rainfall: 1.02"
 Soil Conditions: Percolating

<u>Parameter</u>	<u>QUAIL LAKE</u>		<u>RUSH CREEK</u>		<u>TALL TIMBERS</u>	
	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>	<u>1st Flush</u>	<u>Event</u>
# of samples	3	5	3	5	3	5
Dissolved Oxygen, mg/l	9.2	7.5	9.1	7.8	8.3	7.5
Ammonia NH ₃ , mg/l	0.24	0.21	0.37	0.31	0.46	0.33
Nitrite NO ₂ , mg/l	0.57	0.98	0.53	0.58	0.52	0.44
Nitrate NO ₃ , mg/l	0.41	0.86	0.41	0.46	0.37	0.30
pH (SU)	7.0	7.3	7.4	7.4	7.5	7.8
CBOD mg/l	24	16	23	9	11	5
Suspended Solids, mg/l	112	80	204	142	136	210
Total Phosphorus,mg/l	0.16	0.28	0.13	0.15	0.10	0.17
Dissolved Phosphorus,mg/l	0.16	0.22	0.11	0.11	0.07	0.08