



ENGINEERING DIVISION
SHELLY BILLINGSLEY, P.E.
CITY ENGINEER
CATHY AUSTIN, P.E.
ASSISTANT CITY ENGINEER
BILL KNUITSEN
SOIL EROSION SPECIALIST

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

DEPARTMENT OF STORMWATER UTILITY
MICHAEL M. LEMENS, P.E., DIRECTOR
SHELLY BILLINGSLEY, P.E., DEPUTY DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056
EMAIL SWU@KENOSHA.ORG

March 27, 2013

DNR Service Center
Attn: Pete Wood
9531 Rayne Road, Suite 4
Sturtevant, WI 53177

SUBJECT: Annual Report Under MS4 General Permit

Dear Mr. Wood,

Please find the enclosed Annual Report Under the City of Kenosha's MS4 Permit No. WI-S050075-1. I have also included a CD with our updated Storm Sewer System Map, 2013 Illicit Discharge Report, Stormwater Utility Ordinance Chapter 33, a CD of the 2013 Pond Certification, 2013 budget spreadsheet, Report to Southeast Wisconsin Clean Water Network for 2013 *Keep Our Waters Clean Program* and an appreciation letter from the Kenosha Unified School District for your review.

If you have any questions please do not hesitate to ask.

Sincerely,

Shelly Billingsley, P.E.
Deputy Director of Public Works / Director of Engineering
262-653-4149
sbillingsley@kenosha.org

Due by March 31, 2014

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2013.

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2014, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information			
Name of Municipality		Facility ID No. (FIN)	
City of Kenosha		31157	
Mailing Address	City	State	ZIP Code
625 52nd Street, Room 305	Kenosha	WI	53140
County(s) in which Municipality is located	Municipality Type: (select one)		
Kenosha	<input type="radio"/> County <input checked="" type="radio"/> City <input type="radio"/> Village <input type="radio"/> Town <input type="radio"/> Other (specify)		

SECTION II. Municipal Contact Information			
Name of Municipal Contact Person		Title	
Shelly Billingsley		Deputy Director of Public Works	
Mailing Address	City	State	ZIP Code
625 52nd Street, Room 305	Kenosha	WI	53140
Email	Phone Number (include area code)	Fax Number (include area code)	
sbillingsley@kenosha.org	(262) 653-4149	(262) 653-4056	

SECTION III. Certification			
<p><i>I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.</i></p>			
Authorized Representative Printed Name		Authorized Representative Title	
Shelly Billingsley		Deputy Director of Public Works	
Signature of Authorized Representative		Date	
Email	Phone Number (include area code)	Fax Number (include area code)	
sbillingsley@kenosha.org	(262) 653-4149	(262) 653-4056	

SECTION IV. General Information			
<p>a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.</p> <p>The City of Kenosha has the annual reports available on the Kenosha Stormwater Utility website, and available for viewing in the office of Public Works at the Municipal Office Building.</p>			
<p>b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.</p> <p>The Stormwater Utility has held numerous meetings with the Stormwater Utility Committee regarding permit requirements. They will continue to hold and send employees to training sessions to train staff on various requirements on the permit.</p>			
<p>c. Has the municipality prepared its own municipal-wide storm water management plan? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If yes, title and date of storm water management plan:</p> <p>The Stormwater Utility is in the process of developing a City-wide stormwater management plan that should be complete by the spring of 2015.</p>			

SECTION IV. General Information (continued)

- d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit? Yes No

If yes, describe these cooperative efforts:

The City has an intergovernmental agreement with the Town of Bristol for the public education outreach and public involvement portion of the permit requirements. This outlines the City as a cooperating municipality in the Southeastern Wisconsin Clean Water Network to promote the "Keep Our Waters Clean" project. Shelly Billingsley has been an active member of the network since its implementation.

The City has also partnered with the City of Racine Health Department for monitoring of the Pike River Watershed. This project will provide a baseline assessment of water quality of the Pike River Watershed as well as examine multiple pollution sources along Lake Michigan in the City of Kenosha. The City was awarded the Fund for Lake Michigan Grant to help aid in the project.

- e. Does the municipality have an internet website? Yes No

If yes, provide web address:

<http://www.kenosha.org/departments/swu/index.html>

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program? Yes No

If yes, provide web address:

<http://www.kenosha.org/departments/swu/index.html>

SECTION V. Permit Conditions

- a. **Minimum Control Measures:** For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

• **Public Education and Outreach**

The Stormwater Utility has continued to promote public education and involvement. The Stormwater Utility is continuing to develop a more user friendly website that will include links to other websites and helpful information. The Stormwater Utility has been involved with and taken part in the Kenosha Expo and other educational events at churches and schools. Members from the City's Street's Division also go to area schools to discuss the importance of keeping our streets clean and the use of a street sweeper (please see the attached letter). The Stormwater Utility is an active member of the Southeastern Wisconsin Clean Water Network.

See attached for "Report to Southeastern Wisconsin Clean Water Network for 2013 Keep Our Waters Clean Program", a letter from Kenosha Unified Schools for a presentation on the Streets Division street sweeper program.

• **Public Involvement and Participation**

The Stormwater Utility is actively educating residents on how to keep the storm sewer inlets clear of debris. As part of this outreach, the public is encouraged to participate in a free compost site from the beginning of April through the end of November. Approximately 60,000 residents utilize this service to dispose of yard waste yearly.

Members from the Stormwater Utility participate in presentations to the public at local churches and schools by demonstrating how pollutants and garbage end up in our creeks, rivers and lakes on the Utility owned "Enviro-scape". The public is encouraged to try the "Enviroscape" out for themselves by squirting water on the board to move food products representing car oil, animal waste, and fertilizer into a nearby bodies of water.

SECTION V. Permit Conditions (continued)

• **Illicit Discharge Detection and Elimination**

The Stormwater Utility detected 4 potential or likely spills during routine inspections. Follow up inspections were unable to confirm a source for any potential leaks. The Stormwater Utility is continuing to try and refine its procedures as the utility responds to these situations. A copy of all reports generated are on file at the City and available upon request by the DNR.

• **Construction Site Pollutant Control**

The Stormwater Utility's construction site pollutant control ordinance was adopted by the City in 2008. The Stormwater Utility has decided to manage the permitting and reporting through the City's system. In 2013 there were 416 inspections, 42 violations, and 34 drainage complaints. The inspections were done by any member of the Stormwater Utility staff.

• **Post-Construction Storm Water Management**

The Stormwater Utility's post-construction stormwater management ordinance was adopted in October 2008. In 2013 the Stormwater Utility issued 4 permits.

• **Pollution Prevention**

The Stormwater Utility has continued to maintain 4 baffle boxes that were installed (3 in Public Works facilities and 1 for the infiltration basin at Pennoyer Park). The Stormwater Utility is continuing to revise the composite site SWPPP and Waste Division SWPPP.

b. **Storm Water Quality Management:** Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard? Yes No

If yes, provide the following: Model used WinSLAM Version 9.2 Reduction (%) 20

If no, include a description of any actions the municipality has undertaken during 2013 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? Yes No

If yes, describe:

The Stormwater Utility continues to inspect the City owned facilities and will be working on the evaluation more thoroughly through our Stormwater Management Process.

c. **Best Management Practices Maintenance:** Does the municipality have a maintenance program for installed storm water best management practices? Yes No

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2013. If available, attach any additional information on the maintenance program.

The City inspects all City owned facilities and maintenance agreement BMP's once a year. If work needs to be completed, staff will send a work order to our Street's Division for maintenance issues, or a letter to a property owner will be sent out if it involves a privately owned facility. The Stormwater Utility completed a pond certification in 2013 which will be utilized in upcoming years to plan for maintenance projects.

d. **Storm Sewer System Map:** Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.

The storm sewer system map is continuing to be refined and researched. The Stormwater Utility will be updating this map continuously.

SECTION VI. Fiscal Analysis

a. Provide a fiscal analysis that includes the annual expenditures for 2013, and the budget for 2013 and 2014. A table to document fiscal information is provided on page 6.

See Excel Sheet

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

Storm water utility General fund Other _____

c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? Yes No

SECTION VI. Fiscal Analysis (continued)

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

Attached is a copy of the City's Stormwater Utility Ordinance which outlines how the City determines the equivalent hydraulic unit (EHU) which is used to determine each individual's user fee. The fiscal analysis for 2013 Expenditures has/has not been completed, so the amounts listed in the enclosed report are an estimate based on the best available information at the time of this report.

SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

<http://www.kenosha.org/departments/court/ordinances/2014GeneralOrd.pdf>

b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

<http://www.kenosha.org/departments/court/ordinances/2014GeneralOrd.pdf>

c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? Yes No If yes, attach copy or provide web link to ordinance:

<http://www.kenosha.org/departments/court/ordinances/2014GeneralOrd.pdf>

d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? Yes No If yes, attach copy or provide web link to ordinance:

e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

The Stormwater Utility has a staffed erosion control specialist on staff, who in 2013 completed approximately 416 inspections.

SECTION VIII. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/SurfaceWater/orwerw.html>) Yes No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/water/impairedsearch.aspx?status=303d>) Yes No If yes, complete the following:

• Impaired waterbody to which the MS4 discharges:

Lake Michigan at Eichelman Beach, Simmon's Island Beach, Pennoyer Park Beach, and the Pike River.

SECTION VIII. Water Quality Concerns (continued)

- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

The Stormwater Utility has partnered with Julie Kinzelman, City of Racine Health Department, to conduct sanitary beach surveys within the City of Kenosha as part of the Great Lakes Restoration Initiative Grant Program. Julie Kinzelman is the lead on the project.

The Stormwater Utility was also awarded a Great Lakes Restoration Initiative Grant to install BMP's in the Pennoyer beach outfall drainage area. During the summer of 2012, four bioswales, a sedimentation vault, and infiltration basin were constructed, and have been operating since October, 30th 2012.

In 2013 the Stormwater Utility received a Wisconsin Coastal Management Program Grant to continue Monitoring outfalls along the Pike River as previous monitoring has shown this to be a source of bacterial contamination. The grant seeks to monitor upstream areas of the Pike River to identify areas that are contributing to poor water quality.

- c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

The Stormwater Utility is currently working on a City-wide Stormwater Management Plan to identify needs for future construction projects.

- d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

None known

SECTION IX. Proposed Program Changes

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2014 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

The Stormwater Utility is working with Ruckert Mielke and Engineering Resource Associates on a city wide stormwater management plan. The plan should be complete by the spring of 2015.

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure		Budget		Source of Funds
	2013	2014	2013	2014	
Public Education and Outreach	596,135	2,050,772	2,126,668	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Public Involvement and Participation	569,455	1,989,045	2,078,352	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Illicit Discharge Detection and Elimination	1,708,600	5,962,598	6,218,381	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Construction Site Pollutant Control	64,602	180,240	185,840	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Post-Construction Storm Water Management	1,294,582	4,035,498	4,213,415	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Pollution Prevention	3,840,354	1,185,839	1,230,753	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Storm Water Quality Management (including pollutant-loading analysis)	3,229,650	8,491,121	8,881,675	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Storm Sewer System Map	587,504	2,013,642	2,105,625	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	
Other:	3,184,035	5,880,226	5,004,626	Stormwater Utility Annual Budget - 2013 Expenditures estimated as Fiscal Analysis has not been completed. The estimate is based on best available information at the time of this report.	

NORTHERN REGION COUNTIES			WEST CENTRAL REGION COUNTIES		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	Attn: Storm Water Program	Buffalo	Monroe	Attn: Storm Water Program
Bayfield	Oneida	5301 Rib Mountain Rd.	Chippewa	Pepin	5301 Rib Mountain Rd.
Burnett	Polk	Wausau, WI 54401	Clark	Pierce	Wausau, WI 54401
Douglas	Price	Phone: (715) 359-4522	Crawford	Portage	Phone: (715) 359-4522
Florence	Rusk		Dunn	St. Croix	
Forest	Sawyer		Eau Claire	Trempealeau	
Iron	Taylor		Jackson	Vernon	
	Vilas		Juneau	Wood	
	Washburn		La Crosse		

NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	Attn: Storm Water Program	Dane	LaFayette	Attn: Storm Water Program
Door	Oconto	2984 Shawano Ave.	Dodge	Richland	3911 Fish Hatchery Rd.
Fond du Lac	Outagamie	Green Bay, WI 54313	Grant	Rock	Fitchburg, WI 53711
Green Lake	Shawano	Phone: (920) 662-5100	Green	Sauk	Phone: (608) 275-3266
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

SOUTHEAST REGION COUNTIES		
Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	Attn: Storm Water Program
Ozaukee	Washington	141 NW Barstow Street,
Racine	Waukesha	Room 180
		Waukesha, WI 53188
		(262) 574-2100