

**Due by March 31, 2016**

**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 2015.

**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, 2016, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information			
Name of Municipality		Facility ID No. (FIN)	
Village of Shorewood			
Mailing Address	City	State	ZIP Code
3930 N. Murray Avenue	Shorewood	WI	53211
County(s) in which Municipality is located	Municipality Type: (select one)		
Milwaukee	<input type="radio"/> County <input type="radio"/> City <input checked="" type="radio"/> Village <input type="radio"/> Town <input type="radio"/> Other (specify)		

SECTION II. Municipal Contact Information			
Name of Municipal Contact Person		Title	
Leeann Butschlick		Director of Public Works	
Mailing Address (if different from above)	City	State	ZIP Code
3801 N. Morris Boulevard	Shorewood	WI	53211
Email	Phone Number (include area code)	Fax Number (include area code)	
lbutschlick@villageofshorewood.org	(414) 847-2650	(414) 847-2651	

**SECTION III. Certification**

*I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-2 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.*

Authorized Representative Printed Name	Authorized Representative Title		
Leeann Butschlick	Director of Public Works		
Signature of Authorized Representative	Date		
	03/29/2016		
Email	Phone Number (include area code)	Fax Number (include area code)	
lbutschlick@villageofshorewood.org	(414) 847-2650	(414) 847-2651	

**SECTION IV. General Information**

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.

The annual report will be presented at the April 18, 2016 meeting of the Shorewood Village Board of Trustees with opportunity for public comment. The report will be available for public viewing via the Village's website prior to the meeting.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

Elected officials are kept apprised of permit-related matters via periodic departmental reports. Appropriate staff have daily conversations regarding storm water management operations.

c. Has the municipality prepared its own municipal-wide storm water management plan?  Yes  No

If yes, title and date of storm water management plan:

Stormwater Management Plan, 1997  
 Comprehensive Facility Plan, 2011

**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 as provided under section 2.10 of the general permit?  Yes  No

If yes, describe these cooperative efforts:

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

If yes, provide web address:  
www.villageofshorewood.org

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:  
www.villageofshorewood.org/sewer

**SECTION V. Permit Conditions**

a. **Minimum Control Measures:** For each of the permit conditions listed below, provide a description of the implementation of each program element, the status of meeting measurable goals, and compliance with permit schedule in section 2.11 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 Village of Shorewood has an on-going stormwater education and outreach program titled the Shorewood Waters Project. SPW activities are funded annually through the DPW operating budget, grants and partnerships with local organizations. The mission of the SPW is to engage the community by connecting people to their water resources.

The Village of Shorewood also contributes to the Sweet Water local stormwater education consortium.

• **Public Involvement and Participation**

In 2015, SPW activities included a June Milwaukee River clean up, a July canoe trip on the Milwaukee River with Urban Ecology Center, participation in the August Surf @Water event with the SURF Rider Foundation, and an October Fish & Feather Festival community event at Shorewood's Hubbard Park on the Milwaukee River that included fly fishing demonstrations by Trout Unlimited, Inc. and displays by Riveredge Nature Center, Schlitz Audobon Center and other organizations. In addition, the SPW participated with a booth and activities at Shorewood's Conservation Fair, summer concerts, National Night Out and other community events.

• **Illicit Discharge Detection and Elimination**

Shorewood's illicit discharge detection and elimination program includes quarterly inspection of all stormwater outfalls as well as quarterly inspections of the DPW facilities to ensure compliance with proper material handling practices.

• **Construction Site Pollutant Control**

In 2015, a total of six construction site erosion control permits were issued by the Village. Inspectors receive regular training regarding erosion control practices.

• **Post-Construction Storm Water Management**

As noted above, six construction site erosion control permits were issued in 2015. As a fully developed community, Shorewood generally sees only spot in-fill or urban redevelopment.

• **Pollution Prevention**

The Village's pollution prevention program includes twice monthly street sweeping (as weather allows), a program to install reflective "dump no waste drains to river/lake" medallions at inlets and catch basins and an aggressive education and outreach program as noted above.

**SECTION V. Permit Conditions (continued)**

**b. Winter Road Management Activities:**

Provide the name, title, and phone number for the individual(s) with overall responsibility for winter roadway maintenance.

Leeann Butschlick  
Director of Public Works  
(414) 847-2650

Describe the types of products used for winter road management (e.g., deicing, pre-wetting, salting, etc.).

rock salt, salt brine and calcium chloride

Describe the type of equipment used to apply the products.

Vbox salters with saddle tanks for on-board liquid brine applications, brine sprayer/applicator for streets and sidewalks

Report the amount of product used per month.

Road salt 130 tons  
Brine 1,200 gallons  
Calcium Chloride 100 gallons

Report the snow disposal locations, if snow is hauled away.

Approximately the 4200-4500 blocks of Wilson Drive (parkway).

Describe any anti-icing, equipment calibration, and salt reduction strategies considered.

The Village currently utilizes brine to pre-wet rock salt; brine is used to anti-ice sidewalks on the Village Hall/Library grounds and is also utilized to pre-treat the Village's arterial streets prior to anticipated snow events.

Describe any other additional measurable data or information that the permittee used to evaluate its winter road management activities.

None.

**c. Municipal facility(s):**

Provide an inventory of municipally owned or operated structural storm water management facility(s), include: Location of each facility and contact information for the individual(s) with overall responsibility for each facility.

Thirteen biofiltration structures are located in the 1500-2400 blocks of E. Capitol Drive. One biofiltration swale is located at 1200 E. Olive Street. All are maintained by the Shorewood Department of Public Works.

Describe the housekeeping activities and best management practices installed to reduce or eliminate storm water contamination.

Street sweeping, proper materials storage, public education and use of biofiltration devices.

Discuss recommendations for improvements to current storm water management practices at the facility(s) and a timeline for installation and/or implementation of these recommendations.

None.

Describe the municipal facility(s) employee training on storm water pollution prevention provided.

Annual spill prevention training, proper equipment operation (street sweeper) and annual winter operations training (salt, chloride and brine applications).

Describe the spill prevention and response procedures in place at the municipal facility(s).

The Village has a Spill Prevention, Control and Countermeasures (SPCC) Plan developed by SEH, Inc. adopted in November, 2013.

**d. 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

**SECTION V. Permit Conditions (continued)**

If yes, provide the following: Model used SLAMM Version 2006 Reduction (%) 11.5

If no, include a description of any actions the municipality has undertaken during 2015 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:

e. **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 2015. If available, attach any additional information on the maintenance program.  
Maintenance of biofiltration basins and swale included routine weeding, pruning and litter removal. One basin which developed a cattail problem, was completed emptied of vegetation and soil material. New engineered soil and plantings were added.

f. **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.  
None.

**SECTION VI. Fiscal Analysis**

a. Provide a fiscal analysis that includes the annual expenditures for 2015, and the budget for 2015 and 2016. A table to document fiscal information is provided on page 7.

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

Storm water utility  General fund  Other Sewer Utility (combined sewer expenses)

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

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.

Necessary storm water operating expenditures are funded through the Department of Public Works operating budget and the Sewer Utility budget (combined sewer expenses).

**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 updated or revised its 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:

b. As of the date of this annual report, has the municipality updated or revised its 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:

c. As of the date of this annual report, has the municipality updated or revised its 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:

**SECTION VII. Inspections and Enforcement Actions** (continued)

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:

<http://ecode360.com/SH2737?needHash=true>

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.

Six construction site erosion control permits were issued and inspected in 2015.

**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:

Milwaukee River

- 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:

Street sweeping, addition of BMP's (biofiltration devices) and public education.

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

None known.

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 2016 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

No changes are currently under review/consideration.

**SECTION X. Other**

Any other additional information the permittee would like to provide in the Annual Report regarding their storm water program?

**SECTION X. Other** (continued)

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

Program Element	Annual Expenditure 2015	Budget		Source of Funds
		2015	2016	
Public Education and Outreach	11,253	12,900	12,900	DPW operating; Sewer Utility budgets
Public Involvement and Participation				Included in Public Education and Outreach allocation
Illicit Discharge Detection and Elimination				Inspection activities not specifically allocated or tracked within budget.
Construction Site Pollutant Control				Not specifically allocated or tracked within building inspection labor budget.
Post-Construction Storm Water Management				Not specifically allocated or tracked within building inspection labor budget.
Pollution Prevention	14,993	61,528	62,189	Includes catch basin maintenance and rehabilitation.
Storm Water Quality Management (including pollutant-loading analysis)	0	0	0	
Storm Sewer System Map	0	0	0	No updates in 2015.
Other:				

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