

# Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

## Reporting Information

Will you be completing the Annual Report or other submittal type?  Annual Report  Other

**Project Name:** 2019 City of Menasha Annual Stormwater Report

**County:** Winnebago

**Municipality:** Menasha, City

**Permit Number:** S050075

**Facility Number:** 31110

**Reporting Year:** 2019

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable?  Yes  No

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment
  - TMDL Attachment
  - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
  
- Attach the following permit compliance documents as appropriate using the attachments tab above
  - Storm Water Management Program (*S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.*)
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.*)
  
- Sign and Submit form

**Municipal Contact Information- Complete**

**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 (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. 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.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality:** Menasha, City

**Facility ID # or (FIN):** 31110

**Updated Information:**  Check to update mailing address information

**Mailing Address:** 100 Main Street

**Mailing Address 2:** Suite 200

**City:** Menasha

**State:** Wisconsin

**Zip Code:** 54952      xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

**First Name:** Don

**Last Name:** Merkes

Select to **update** current contact information

**Title:** Mayor

**Mailing Address:** 100 Main Street

**Mailing Address 2:** Suite 200

**City:** Menasha

**State:** WI

**Zip Code:** 54952      xxxxx or xxxxx-xxxx

**Phone Number:** 920-967-3608      Ext:      xxx-xxx-xxxx

**Email:** dmerkes@ci.menasha.wi.us

**Additional Contacts Information (Optional)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual

**Individual with responsibility for:  
(Check all that apply)**

- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

**First Name:**

**Last Name:**

**Title:**

**Mailing Address:**

**Mailing Address 2:**

**City:**

**State:**

**Zip Code:**  xxxxx or xxxxx-xxxx

**Phone Number:**  Ext:  xxx-xxx-xxxx

**Email:**

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

Yes  No

Public Education and Outreach:

Public Involvement and Participation:

Illicit Discharge Detection and Elimination:

Construction Site Pollutant Control:

Post-Construction Storm Water Management:

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes  No

**Minimum Control Measures- Section 1 : Complete****1. Public Education and Outreach**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

<b>Topic:</b> Detection and elimination of illicit discharges			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Active distribution of print media (mailings, newsletters, etc)</u>	<u>100 +</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	<u>Select...</u>	<u>Select...</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic:</b> Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Active distribution of print media (mailings, newsletters, etc)</u>	<u>100 +</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Signage</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	<u>Select...</u>	<u>Select...</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

**Topic:** Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Passive print media (brochures at front desk, posters, etc.)</u>	Select...	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	Select...	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	Select...	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic:</b> Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Other</u>	Select...	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic:</b> Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Passive print media (brochures at front desk, posters, etc.)</u>	Select...	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	Select...	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic:</b> Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Targeted group training (contractors, consultants, etc.)</u>	Select...	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No

Website Select... Select...  Yes  No  
 Other Select... Select...  Yes  No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

**Topic:** Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Active distribution of print media (mailings, newsletters, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	<u>Select...</u>	<u>Select...</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

**Topic:** Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Targeted group training (contractors, consultants, etc.)</u>	<u>1 - 9</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Workshops</u>	<u>1 - 9</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Direct one-on-one communication</u>	<u>1 - 9</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

Consultants

**Topic:** Other (describe):

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Select...</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

**b.** Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter.

Form 3400-224 (08/19)

**Minimum Control Measures - Section 2 : Complete**

**2. Public Involvement and Participation**

**a.** Complete the following information on Public Education and Outreach Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events).

Topic: Storm Water Management Plan and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Government Event (Public Hearing, Council Meeting, etc)	1 - 9	20 - 49	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors 
  General Public 
  Public Employees 
  Residential 
  School Groups  
 Business 
  Developers 
  Industries 
  Other: Coucil Members

Topic: Storm water related ordinance and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Website	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors 
  General Public 
  Public Employees 
  Residential 
  School Groups  
 Business 
  Developers 
  Industries 
  Other: Consultants

Topic: MS4 Annual Report			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Government Event (Public Hearing, Council Meeting, etc)	1 - 9	20 - 49	<input type="radio"/> Yes <input checked="" type="radio"/> No
Website	Select...	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No



Select all applicable participants targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

Council Members

Topic: Volunteer Opportunities			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Storm drain stenciling</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Clean-up events</u>	<u>Select...</u>	<u>Select...</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other hands-on event</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

Topic: Other (describe) :			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Select...</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

**b.** Brief Public Involvement and Participation program information for inclusion in the Annual Report.

If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter

Form 3400-224 (09/19)

### Minimum Control Measures - Section 3 : Complete

#### 3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?   Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?   Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges?   Unsure
- Unsure

- d. How many illicit discharge complaints did the municipality receive?
- e. From the complaint received, how many were confirmed illicit discharges?   Unsure
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year?   Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year.  Unsure

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: \_\_\_\_\_

- h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter

Form 3400-224 (08/19)

## Minimum Control Measures - Section 4 : Complete

### 4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year?   Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year?   Unsure
- c. Do the above numbers include sites <1 acre?  Yes  No  Unsure
- d. How many erosion control inspections did the municipality complete in the reporting year?   Unsure

- e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.  Unsure

- No Authority
- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Stop Work Order
- Forfeiture of Deposit

1

Other - Describe below

1

One construction site was active without taking out proper permits.

f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter

**Minimum Control Measures - Section 5 : Complete**

**5. Post-Construction Storm Water Management**

a. How many sites with new structural storm water management facilities\* have received local approval ?   Unsure

\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

b. How many privately owned storm water management facilities were inspected in the reporting year ?   Unsure

Inspections completed by private land owners should be included in the reported number.

c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism?  Unsure  
Check all that apply and enter the number of each used in the reporting year.

No Authority

Verbal Warning

Written Warning (including email)

Notice of Violation

Civil Penalty/ Citation

Forfeiture of Deposit

Complete Maintenance

Bill Responsible Party

Other - Describe below

d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter

**Minimum Control Measures - Section 6 : Complete****6. Pollution Prevention**Storm Water Management Facility Inspections (ponds, biofilters, etc.)  Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities?   Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year?   Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year?   Unsure
- d. What elements are looked at during inspections (250 character limit)?

Generally the ponds are inspected for erosion of side slopes, bare ground, or failure of outfall structure. Copies of all inspections are attached.

- e. How many of these facilities required maintenance?   Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review)  Not Applicable

- f. How many inspections of municipal properties have been conducted in the reporting year?   Unsure
- g. Have amendments to the SWPPPs been made?  Yes  No  Unsure
- h. If yes, describe what changes have been made (200 character limit):

Collection Services - *Street Sweeping / Cleaning Program*  Not Applicable

- i. Did the municipality conduct street sweeping/cleaning during the reporting year?  Yes  No  Unsure
- j. If known, how many tons of material was removed?   Unsure
- k. Does the municipality have a low hazard exemption for this material?  Yes  No
- l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?  Yes
- No - Explain \_\_\_\_\_
- Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program*  Not Applicable

- m. Did the municipality conduct catch basin sump cleaning during the reporting year?  Yes  No  Unsure
- n. How many catch basin sumps were cleaned in the reporting year?   Unsure
- Unsure

- o. If known, how many tons of material was collected?
- p. Does the municipality have a low hazard exemption for this material?  Yes  No
- q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?  
 Yes  
 No - Explain \_\_\_\_\_  
 Not Applicable

Collection Services - *Leaf Collection Program*  Not Applicable

- r. Does the municipality conduct curbside leaf collection?  Yes  No  Unsure
- s. Does the municipality notify homeowners about pickup?  Yes  No  Unsure
- t. Where are the residents directed to store the leaves for collection?  
 Pile on terrace  Pile in street  Bags on terrace  Unsure  
 Other - Describe Residents can also bring leaves to yard waste site
- u. What is the frequency of collection?  
 Once a week for 4 to 6 weeks in the fall and bagged leaves are collected in the spring for a week.
- v. Is collection followed by street sweeping/cleaning?  Yes  No  Unsure

Winter Road Management  Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control?   Unsure

- x. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	<input type="text" value="10"/>	<input type="text" value="136"/>	<input type="text" value="199"/>	<input type="text" value="416"/>	<input type="text" value="467"/>	<input type="text" value="100"/>
<u>Salt/sand mix</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="11"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	<input type="text" value="2,000"/>	<input type="text" value="4,751"/>	<input type="text" value="2,354"/>	<input type="text" value="10,898"/>	<input type="text" value="14,446"/>	<input type="text" value="4,722"/>

- y. Was salt applying machinery calibrated in the reporting year?  Yes  No  Unsure
- z. Have municipal personnel attended salt reduction strategy training in the reporting year?  Yes  No  Unsure  
 If yes, describe what training was provided (250 character limit):

DPW staff meets internally every fall to go over salt usage and train new staff on snow removal operations.

When: November

How many attended: 29

### Internal (Staff) Education & Communication

- aa. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements?  Yes  No  Unsure

If yes, describe what training was provided (250 character limit):

When:

How many attended:

- ab. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

#### Elected Officials

Elected officials are asked to comment on the current years report. From time to time general conversations take place to explain certain elements of the City's storm water requirements.

#### Municipal Officials

Municipal officials are involved in proposing policy, establishing work orders and day to management of staff.

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

Staff attends training when available.

- ac. Brief Pollution Prevention program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter

Form 3400-224 (08/19)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?  Yes  No  Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities  
 Storm pipes  
 Vegetated swales  
 Outfalls  
 Other - Describe below

Map was updated with any new storm sewer added to the system and any corrections found throughout the year.

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

See attached summary letter

## Final Evaluation - Complete

### Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
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**Element:** Public Education and Outreach

13257	13750	16358	<u>Storm water utility</u>
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**Element:** Public Involvement and Participation

3294	3336	3810	<u>Storm water utility</u>
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**Element:** Illicit Discharge Detection and Elimination

16632	17492	21286	<u>Storm water utility</u>
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**Element:** Construction Site Pollutant Control

43457	53558	60005	<u>Storm water utility</u>
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**Element:** Post-Construction Storm Water Management

46885	51526	59021	<u>Storm water utility</u>
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**Element:** Pollution Prevention

1073382	1395189	1457829	<u>Storm water utility</u>
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**Element:** Storm Water Quality Management

121986	161819	169739	<u>Storm water utility</u>
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**Element:** Storm Sewer System Map

8316	8746	10643	<u>Storm water utility</u>
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**Other (describe)**

Bond Interest, IT and Admin			
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195101	233642	241633	<u>Storm water utility</u>
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Please provide a justification for a "0" entered in the Fiscal Analysis



[ ]

### Water Quality

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes  No  Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes  No  Unsure

### Total Maximum Daily Loads (TMDLs)

The permittee Menasha, City is subject to the following approved TMDLs: Lower Fox River Basin and Lower Green Bay

Select one option below. The permittee intends to comply with the following permit requirement to show progress towards meeting the (Appendix A) TMDL:

- Request department concurrence that they are currently meeting the TMDL pollutant reductions in all applicable reachsheds (A.2).
- Demonstrate that they will meet the TMDL pollutant reductions in all applicable reachsheds by October 31, 2023 (A.4).
- Follow the TMDL Compliance Plan which received Department concurrence prior to April 30, 2019 (A.3.1).
- Participate in an approved Adaptive Management Project (A.3.2).
- Submit a TMDL Implementation Plan describing planned progress over current permit term by October 31, 2021 (A.5). Do you intend to select A.5.2 or A.5.3 to meet this permit requirement?
  - A.5.2 – Additional 20% Total Suspended Solids (TSS), 10% Total Phosphorus (TP) reduction from current ch. NR 151, Wis. Adm. Code, standards
  - A.5.3 – Optimize measures

### Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

[ ]  
See Attached.

**Requests for Assistance on Understanding Permit Programs**

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

## Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

\*Required Item

**Note:** To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

### Storm Sewer System Map

 File Attachment

[2019StormSewerMapping.pdf](#)

### Attach - Other Supporting Documents

#### AR EO

 File Attachment

[2019PublicEducationOutreachCompletedSummary.pdf](#)

#### AR IP

 File Attachment

[2019PublicInvolvementParticipationCompletedSummary.pdf](#)

#### AR CSPC

 File Attachment

[2019ConstructionSitePollutionControlCompletedSummary.pdf](#)

#### AR PCSSW

 File Attachment

[2019PostConstructionStormWaterManagementCompleteSummary.pdf](#)

#### AR IDDE

 File Attachment

[2019IllicitDischargeCompleteSummary.pdf](#)

#### AR PP

 File Attachment

[2019PollutionPreventionCompletedSummary.pdf](#)

#### AR SWQM

 File Attachment

[2019StormWaterQualityManagementCompletedSummary.pdf](#)

#### AR SWGroupReport

 File Attachment

[2019NEWSCAnnualReport.pdf](#)

## AR TMDL

 File Attachment

[2019TMDLCompliance.pdf](#)

## AR Other

 File Attachment

[2019OverviewandGoalsSummary.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

## **Attach - Permit Compliance Documents**

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

- Storm Water Management Program (*S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
  - Public Education and Outreach Program
  - Public Involvement and Participation Program
  - Illicit Discharge Detection and Elimination Program
  - Construction Site Pollutant Control Program
  - Post-Construction Storm Water Management Program
  - Pollution Prevention Program
    - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.*)
    - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.*)

## Sign and Submit Your Application

### Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

**NOTE:** For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

### Terms and Conditions

**Certification:** I hereby certify that I am an authorized representative of the municipality covered under Menasha, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal 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.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority ( Form 3400-220 ) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

**Name:** Don Merkes

**Title:** Mayor

Authorized Signature.

Signed by : i:0#.f|wamsmembership|menasha2 on 2020-03-23T15:43:42

- I accept the above terms and conditions.

You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.