

TABLE 1 - Public Education and Public Involvement Best Management Practices Summary				
Best Management Practice	Permit Requirement Filled	BMP Number	Responsible Party	Measurable Goal
Storm Water Management Plan Review Committee	(Section 3.2.2.2.5)	1	Chief Highway Design Engineer: Serves as the SWMP Storm Water Manager and is responsible for overseeing the development of the CCEO's SWMP	Committee formed in 2002. Continue to meet in 2006
Storm Water Management Committee Prepares the SWMP Draft	(Section 3.2.2.2.5) (Section 3.2.2.2.4.2)	2	Chief Highway Design Engineer: Oversees the development and completion of the SWMP draft.	Completed and available for review in February 2003. Continue to evaluate the SWMP and make format revisions as needed to assure the report is clear and easy to read in 2006
Advertisement of SWMP Draft and Availability for Public Viewing and Comments on Draft	(Section 3.2.2.2.1) (Section 3.2.2.2.2) (Section 3.2.2.2.4.2)	3	Chief Highway Design Engineer	Advertisements for SWMP in Plain Dealer and on CCEO website in February 2003. Continue to make the permit available for the public in 2006.
Public Hearing Held on SWMP Draft	(Section 3.2.2.2.1) (Section 3.2.2.2.4) (Section 3.2.2.2.4.2)	4	Chief Highway Design Engineer	Public meeting on draft held on March 4, 2003. Continue supplying our permit to all interested parties in 2006.
Annual Updates Made Available for Public to View Prior to Submittal	(Section 3.2.2.2.6)	5	Chief Highway Design Engineer	Annual update available for public hearings. Continue to update the web site throughout the year with news and updates, also to continue to have the Draft available for viewing. Additional links to pertinent information including brochures will be added as necessary. Assure that the Annual Report is available at the County Engineer's office and the Sanitary Engineer's office as well as on our web sites in 2006.
Distribute Print Media Supplied by the Soil and Water Conservation District Concerning These Topics: 1. Septic Operation & Maintenance 2. Disposal of Household Hazardous Wastes 3. E&SC for Small Projects 4. Management for Backyard Streams and Ravines 5. Green Lawn Care and Requirements for Registration of Lawn Care Companies 6. Water Quality Including the Impact	(Section 3.2.1.2.3) (Section 3.2.1.2.4) (Section 3.2.1.2.5) (Section 3.2.2.2.6)	6	Public Information Officer	Print media available at outreach events attended by the CCEO, at all headquarters including the administrative office and all maintenance yards, and on our website beginning in 2003. (Print media available at all agency headquarters including the BOCC administrative offices information center and all permitted facilities, beginning in 2003.) Implementing the new print media distribution method as determined in 2003. This will include the purchase of display racks and poster displays. These display racks / poster displays will be

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of Suburban Activities				<p>placed at key agency headquarters but not necessarily all agency headquarters. This is because of the lack of public access to particular facilities, i.e. Sheriff's Office headquarters, etc. Further, County Sanitary Engineer's and Planning Commission staff will distribute print media to community leaders as they work with them on other projects.</p> <p>Continue obtaining and possibly creating brochures and find new ways to distribute them amongst employees and the public in 2006.</p>
Attendance by the CCEO at Various Fairs, Home Days, Home Improvement Shows and a Variety of Other Outreach Events	(Section 3.2.1.2.2) (Section 3.2.1.2.7)	7	Public Information Officer	<p>We annually attend various outreach events including the Cuyahoga County Fair, Home Days throughout the county, and many Home Improvement and Auto Shows. We will have print media available for distribution to the public at all shows attended by this office.</p> <p>Will see that all outreach volunteers have adequate storm water informational brochures and fact sheets available at all outreach events.</p> <p>Create new and unique ideas for flyers and displays and distribution of such at each event attended by the County Engineer in 2006.</p>
Informational Brochures and Fact Sheets	(Section 3.2.1.2.3) (Section 3.2.1.2.5)	8	Public Information Officer	<p>We will be supplied with brochures and fact sheets from the Soil and Water Conservation district in conjunction with regional themes and local problems and concerns. This information will be included at all outreach events attended by the CCEO, included with the mailing of county highway maps, and at all Engineer's maintenance yards by Dec. 31, 2003.</p> <p>Will receive and ensure that informational brochures are delivered to the target audiences.</p> <p>Continue to create new flyers and brochures and possibly implement new ways of distribution in 2006.</p>
Community Newsletter	(Section 3.2.1.2.1) (Section 3.2.1.2.5)	9	Public Information Officer	<p>We will become part of the soil and Water Conservation District's newsletter by Dec. 31, 2004, which is distributed three times per</p>

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				<p>year.</p> <p>Will provide information to the Soil and Water Conservation District for their newsletter.</p> <p>We will continue to provide articles for the Soil and Water Conservation District's newsletter in 2006.</p>
<p>Storm Water Website</p>	<p>(Section 3.2.1.2.1) (Section 3.2.1.2.2) (Section 3.2.1.2.5) (Section 3.2.1.2.7) (Section 3.2.2.2.2)</p>	<p>10</p>	<p>Public Information Officer: Will provide the information for website.</p> <p>MIS Coordinator: Will develop the web page and will update it with information provided by the Public Information Officer.</p>	<p>Create a page on the CCEO website to address storm water concerns for the community. It will include information on current activities, pertinent information related to storm water, and convenient resources for the public. It will contain links to NOACA and EPA. The creation process will begin by Dec. 31, 2003. This website address will be advertised in all materials distributed to community and our employees. The website will be updated annually.</p> <p>Create a page on the BOCC website to address storm water concerns for the community. It will include information on current activities, pertinent information related to storm water, and convenient resources for the public. It will contain links to NOACA and EPA. The creation process will begin in 2003. This website address will be advertised in all materials distributed to community and our employees. The website will be updated periodically.</p> <p>Provide links between Sanitary Engineer's and County Engineer's websites.</p> <p>Continue to update the web site throughout the year with news and updates, also to continue to have the Draft available for viewing. Additional links to pertinent information including brochures will be added as necessary.</p> <p>Continue to add to the web site as needed and add the 2005 Annual Report to the web site in 2006.</p>

TABLE 2 - Illicit Discharge Best Management Practices Summary

Best Management Practice	Permit Requirement Filled	BMP Number	Responsible Party	Measurable Goal
<p>Develop and implement a plan to detect and eliminate non-storm water discharges, including illegal dumping, to your system.</p>	<p>3.2.3.1.4</p>	<p>4A</p>	<p>Chief Bridge Inspection/Maintenance Engineer and Chief Surveyor</p>	<p>Initial visual inspection of all community outfalls should be accomplished by Dec. 31, 2003 if feasible or as soon after is possible. Routine follow-up investigations should be scheduled on an annual basis and arrangements should be made to perform complaint-generated inspections. Develop program by Dec. 31, 2003 to provide for problem tracing follow-up investigations to respond to prioritized dry-weather discharges or complaint-based investigations. Mapping and Survey will continue throughout 2006 until all land impacts have been investigated. Dry weather discharges will continue as needed from our bridge inspection teams and construction inspection in 2006. The Olmsted Twp. Culverts will continue to be mapped to our system in 2006.</p>
		<p>4B</p>	<p>Chief Engineer</p>	<p>Initial visual inspection of all permitted facility outfalls should be accomplished by December 2003 if feasible or as soon after if possible. Routine follow-up investigations should be scheduled on an annual basis and arrangements should be made to perform complaint-generated inspections of all facilities, including pump stations. Develop program by December 2003 to provide for problem tracing follow-up investigations to respond to prioritize dry-weather discharges or complaint-based investigations. See BMP No. 1. Continue the work in which the Board of Health and the Sanitary Engineering Division are performing with regard to sanitary sewer availability and the subsequent elimination of septic systems. The Sanitary Engineering Division will continue the program with the County Board of Health in determining sanitary sewer availability and elimination of HSTS in 2006.</p>

TABLE 2 - Illicit Discharge Best Management Practices Summary

Best Management Practice	Permit Requirement Filled	BMP Number	Responsible Party	Measurable Goal
Describe the methods, means and compiling of data relevant to our storm sewer map described in Table 2, BMP 2 and Table 2, BMP 3. Develop a yearly program for field verification and updating.	3.2.3.1.2, 3.2.3.1.2.1.2	8	Chief Surveyor & Chief Bridge Inspection/Maintenance Engineer	Map & Field verify 25 % of HSTS by 12/31/04 Map & Field verify 50 % of HSTS by 12/31/05 Map & Field verify 75 % of HSTS by 12/31/06 Map & Field verify 100 % of HSTS by 12/31/07 Field verify 25 % of HSTS by 12/31/04 Field verify 50 % of HSTS by 12/31/05 Field verify 75 % of HSTS by 12/31/06 Field verify 100 % of HSTS by 12/31/07 Complete Section 2 and Section 3 of the HSTS mapping in 2006. Investigate advantages of mapping capabilities of new GIS system for storm water purposes in 2006. Incorporate data by 12/31/07 if warranted.

TABLE 3 - Construction Site Storm Water Runoff Best Management Practices Summary				
Best Management Practice	Permit Requirement	BMP Number	Responsible Party	Measurable Goals
Update Construction Site Inspection Standards to include considerations for E&SC measures.	3.2.4.1.6 3.2.4.2.2 3.2.4.2.6	1A	Chief Construction Administrator	Review Current practices by Dec. 31, 2003 Research and explore alternatives by Dec. 31, 2004 Create and implement standards by Dec. 31, 2005 Monitor Success of BMP in 2006.
		1B	Inspection and Permits Supervisor	Review Current practices in 2003 Research and explore alternatives in 2004 SWCD to train inspectors and develop checklist. Create and implement standards in 2005 Revise inspection procedures when new Rainwater Manual is published (In 2006?)
		1C	County Planning Commission	Review Subdivision Regulations 2003 Update Subdivision Regulations 2004 Complete Subdivision Regulations and request Board of Commissioner's Approval and Planning Commission Approval 2005 Construction Site Storm Water Runoff rules enacted by BOCC in summer 2006. BOCC to enter into a MOU with SWCD in 2006.
Update Design and Site Plan Review Standards to include most appropriate E&SC measures.	3.2.4.1.1 3.2.4.1.2 3.2.4.1.4 3.2.4.2.1 3.2.4.2.2 3.2.4.2.3	2A	Chief Bridge Design Engineer Chief Highway Design Engineer	Review Current practices by Dec. 31, 2003 Research and explore alternatives by Dec. 31, 2004 Create and implement standards by Dec. 31, 2005 Continue to design and review projects with most appropriate E&SC measures in 2006. Monitor for ODOT updates to construction site E&SC policies in 2006.
		2B	County Planning Commission	Review Subdivision Regulations 2003 Update Subdivision Regulations 2004 Complete Subdivision Regulations and request Board of Commissioner's Approval and Planning Commission Approval 2005 Construction Site Storm Water Runoff rules enacted by BOCC in summer 2006. BOCC to enter into a MOU with SWCD in 2006.
		2C	Chief Engineer	(Review Current practices in 2003) Research and explore alternatives in 2004 Create and implement standards in 12/31/2005 It is planned for the overall update to the Subdivision Regulations to include rules to abate soil erosion and water pollution by soil sediment caused by land development for non-farm purposes. The development of these regulations will require the County to research and

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Best Management Practice	Permit Requirement	BMP Number	Responsible Party	Measurable Goals
		5B	Permits and Inspector Supervisor	<p>100% of staff trained by Dec. 31, 2005 Continue to provide updates or refresher courses to Construction Dept. personnel in 2006.</p> <p>Investigate available programs in 2003. Develop a training program in 2004. 100% of staff trained in 2005. Updated refresher training program in 2006. Training of new hires in 2006.</p>
Train Design Staff to recognize and use proper E&SC practices.	3.2.4.1.4 3.2.4.2.4	6A 6B	Chief Bridge Design Engineer Chief Highway Design Engineer Chief Engineer	<p>Investigate available programs by Dec. 31, 2003 Develop a training program by Dec. 31, 2004 100% of staff trained by Dec. 31, 2005 Assure that staff is aware of any updates or changes to our policy in 2006.</p> <p>Investigate available programs in 2003. Develop a training program in 2004. 100% of staff trained in 2005. New staff members to attend training in 2006.</p>
Establish Public Input Mechanism to receive complaints and comments regarding construction site stormwater runoff issues.	3.2.4.1.5 3.2.4.2.5	7A 7B	Chief Construction Administrator Permits and Inspector Supervisor	<p>Create Procedures by Dec. 31, 2003 Train Staff in new procedures by Dec. 31, 2004 Update Pre-Construction and Construction Signage and implement new policy by Dec. 31, 2005. Monitor and update public input mechanism as needed in 2006.</p> <p>Determine process for public input mechanism Create Procedures in 2003 Train Staff in new procedures in 2004 Update Pre-Construction and Construction Signage and implement new policy in 2005. Update pre-construction and construction signage & implement new policy in 2006.</p>

TABLE 4 - Post – Construction Best Management Practices Summary				
Best Management Practice	Permit Requirement	BMP Number	Responsible Party	Measurable Goals
Update design standards and plan review procedures to consider post-construction water quality issues	3.2.5.1.1 3.2.5.1.3 3.2.5.2.3.1 3.2.5.2.3.4	1A	Chief Bridge Design Engineer Chief Highway Design Engineer	Review Current practices by Dec. 31, 2003 Research and explore alternatives by Dec. 31, 2004 Create and implement standards by Dec. 31, 2005 Identify projects where Post Construction Water Quality Control BMPs will be needed and work with maintaining agencies to select appropriate BMPs in 2006. Continue to monitor updates to ODOT's Post Construction Water Quality Control policies and BMPs in 2006.
		1B	Chief Engineer	Review Current practices in 2003 Research and explore alternatives in 2004 Create and implement standards in 2005 Work with County Planning Commission to update County Subdivision Regulations by 12/31/2004 and to have the regulations adopted by March 2005. Create and implement standards as soon as Subdivision Regulations are adopted (in 2006?)
Revise Co-operation agreement with municipalities to include considerations for long term maintenance of E&SC measures.	3.2.5.1.4 3.2.5.2.6	2A	Chief Transportation and Traffic Engineer	By Dec. 31, 2004 The Agency will continue to include our co-operation agreement in all of our projects in 2006.
		2B	Planning Commission	Develop general notes to be used in review of E & SC measures. Notify communities that plan review will include BMP's for long-term maintenance. Construction Site Storm Water Runoff rules enacted by BOCC in summer 2006. Enter into a MOU with Olmsted Twp concerning review of water quality basin annual reports and other BMPs in 2006.
		2C	Contract Coordinator	Develop general notes to be used in review of E & SC measures. Notify communities that plan review will include BMP's for long-term maintenance. Work with Planning Commission towards adoption of Subdivision Regulations in 2006. Cooperate in implementation and enforcement of these regulations in 2006.
Create BMP Workshop or other educational program for the public, county employees and contractors.	3.2.5.1.1 3.2.5.2.3.3	3A	Chief Construction Administrator	Research literature, information and currently offered workshops by Dec. 31, 2003. Design policy and mechanism for educational activities by Dec. 31, 2004. Implement mechanism by Dec. 31, 2005. Provide / Host annual workshop in 2006.

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Best Management Practice	Permit Requirement	BMP Number	Responsible Party	Measurable Goals
		4C	Chief Engineer	<p>Review Current practices in 2003) Research and explore alternatives in 2004 Create and implement standards in 2005 Work with County Planning Commission to update County Subdivision Regulations by 12/31/2004 Research and explore alternatives in 2004 County Planning Commission to update County Subdivision Regulations by 12/31/2004. It is planned for this overall update to the Subdivision Regulations to include rules to abate soil erosion and water pollution by soil sediment caused by land development for non-farm purposes. This process will start in 2004 by convening County agencies that currently review any subdivision plat that is presented to the County Planning Commission: County Engineer, Sanitary Engineer, Prosecutor's Office, Health Department, Soil and Water Conservation District and the appropriate Township. Our goal is to have these regulations reviewed by the Cuyahoga County Planning Commission in January 2005 and adopted by the Board of County Commissioners by March 2005. Create and implement standards in 2005 Create and implement standards as soon as Subdivision Regulations are adopted (in 2006?)</p>
Investigate and utilize structural and Non-structural mechanisms to minimize Water quality impacts and to maintain Pre-development runoff conditions	3.2.5.2.1 3.2.5.2.2	5	Chief Bridge Design Engineer Chief Highway Design Engineer	<p>Review Current practices by Dec. 31, 2003 Research and explore alternatives by Dec. 31, 2004 Create and implement standards by Dec. 31, 2005 Identify projects where Post Construction Water Quality Control BMPs will be needed and work with maintaining agencies to select appropriate BMPs in 2006.</p>
Inspect and maintain BMPs for Roads And Bridges falling under our Maintenance responsibility	3.2.5.1.4 3.2.5.2.6	6	Chief Maintenance Supervisor Chief Bridge Inspection/Maintenance Engineer	<p>Identify Inspection Requirements by Dec. 31, 2003 Train Employees by Dec. 31, 2004 Fully Implement Inspection and Maintenance By Dec. 31, 2005 Provide confined space training so employees can find potential underground illicit discharges in 2006. Maintain contact between Const. Dept., Maintenance Dept. and Bridge Maint. So completed projects can be monitored in 2006. Schedule training as needed in 2006.</p>

TABLE 5 – Pollution Prevention/Good Housekeeping Best Management Practices Summary				
Best Management Practice	Permit Requirement Fulfilled	BMP Number	Responsible Party	Measurable Goal
Chemical lawn care use	3.2.6.1.1 3.2.6.1.2 3.2.6.2.2	1A	Chief Maintenance Superintendent	By Dec. 31, 2003 Develop policy to minimize the use of herbicides, fertilizers, and insecticides by community personnel to no more than the recommended levels. Provide training to employees concerning proper herbicide use by Dec. 31, 2004. Provide training as needed in 2006.
		1B	Buildings & Grounds Supervisor	In 2003 Develop policy to minimize the use of herbicides, fertilizers, and insecticides by community personnel to no more than the recommended levels. Provide training to employees concerning proper herbicide use by 2004. Provide training as needed in 2006.
		1C	Wastewater Treatment Plant Supervisor	In 2003 Develop policy to minimize the use of herbicides, fertilizers, and insecticides by community personnel to no more than the recommended levels. Provide training to employees concerning proper herbicide use by 2004. Provide training as needed in 2006.
Disposal of Construction Debris from Community projects	3.2.6.1.1 3.2.6.3.3.1 3.2.6.3.3.2 3.2.6.3.3.3	2A	Chief Maintenance Superintendent	Verify that all construction debris is disposed in a proper manner. Continue with established documentation procedures in 2006.
		2B	Construction Supervisor	Verify that all construction debris is disposed in a proper manner. Grit to be disposed of at Southerly WWTP; clean fill sent to landfill. Continue with seperation of materials from construction sites in 2006. Examine possibility of installing a separation tank in 2006.
Catch Basin Cleaning	3.2.6.1.1 3.2.6.1.2 3.2.6.2.2 3.2.6.2.3.1 3.2.6.2.3.2 3.2.6.2.3.3	3A	Chief Maintenance Superintendent	Review available sources to determine proper interval for catch basin cleaning by Dec. 31, 2003. Determine location of all catch basins in our jurisdiction from the storm sewer map, and develop a policy for regular cleaning by Dec. 31, 2004. Follow policy for regular catch basin cleaning starting by Dec. 31, 2005. Verify that all catch basin debris is disposed in a proper manner, at a special waste landfill Follow established schedule for regular catch basin cleaning in 2006.
		3B	Construction Supervisor.	At Sanitary Engineer facility in Valley View: Review available sources to determine proper interval for catch basin cleaning during 2003. Determine location of all catch basins in our jurisdiction from the storm sewer map, and develop a policy for regular cleaning by 2004.

TABLE 5 – Pollution Prevention/Good Housekeeping Best Management Practices Summary

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	3.2.6.2.3.2	7B	Buildings & Grounds Supervisor, Pump Stations & Treatment Plant Supervisor	<p>minimize salt discharge to the environment in 2006.</p> <p>(Verify that the existing program for snow removal is followed to minimize salt discharge to the environment.) Based on weather conditions, salt usage will be minimized and alternative methods for ice and snow removal will be reviewed. Use of “environmentally-friendly” ice melt. Plows on trucks follow route in parking lot designed to use less salt. Bags stored in bags on pallets. 100% of staff trained by 12/31/04. added 10-7-04. Review current procedures from 2005 in 2006. Train new staff on proper procedures for salting and snow plowing in 2006.</p>
Ditch Cleaning	3.2.6.1.1 3.2.6.1.2 3.2.6.2.2 3.2.6.2.3.1 3.2.6.2.3.2 3.2.6.2.3.3	8	Chief Maintenance Superintendent	<p>The CCE currently cleans roadside ditches in township jurisdiction when weather permits (normally April until inclement weather prevents us from doing so). CCE will review this policy to determine proper intervals and procedures by Dec. 31,2003</p> <p>Train employees concerning policy by Dec. 31, 2004</p> <p>Follow policy for regular ditch cleaning: 2005 – 2007 Verify that all ditch debris is disposed in a proper manner, at a special waste landfill annually through 2007</p>
Street Sweeping	3.2.6.2.3.2	9	Chief Maintenance Superintendent	<p>Our street sweeping program is one where roadways and structures under our jurisdiction are divided into various sections and swept on a daily basis until weather prevents. Follow this policy in 2006.</p>
Employee Education	3.2.6.2.2	10	Chief Maintenance Superintendent	<p>Along with the Public Information Dept. we will continue to gather all information in the form of brochures, flyers, newsletter, etc. on Pollution Prevention / Good Housekeeping and present to CCEO Maintenance personnel annually. Information includes proper herbicide use, disposal of construction debris, how to properly clean catch basins, treatment of fleet maintenance, drainage of outdoor storage, proper storage of salt, snow removal and salting, proper cleaning of ditches and street sweeping Provide information and training as needed in 2006.</p>
Wastewater Treatment Plant Maintenance		11	Wastewater Treatment Plant Supervisor	<p>Develop maintenance schedule for lawn care, snow plowing and salting, etc., Continue with current program in 2006. Train new employees on herbicides and snow removal in</p>

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				2006.