

# Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

## A. General Information

Authorization Number: TXR040278

Reporting Year (year will be either 1, 2, 3, 4, or 5): 1

Annual Reporting Year Option Selected by MS4:

Calendar Year  X

Permit Year 2019

Fiscal Year: \_\_\_\_\_ Last day of fiscal year: (\_\_\_\_\_)

Reporting period beginning date: (month/date/year) 01/01/2019

Reporting period end date (month/date/year) 12/31/2019

MS4 Operator Level: 2 Name of MS4: City of Rockwall

Contact Name: Amy J Williams, P.E. Telephone Number: (972) 771-7746

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A copy of the annual report was submitted to the TCEQ Region YES  X NO \_\_\_\_\_  
Region the annual report was submitted. TCEQ Region 4

## B. Status of Compliance with the MS4 GP and SWMP

1. Provide information on the status of complying with permit conditions:  
(TXR040000 Part IV Section B.2.):

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		We are currently following the permit.
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		We are keeping records of the items in the permit.

Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	X	Permittee meets the eligibility requirements.
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2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below (**See Example 1 in instructions**):

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)</b>
1. Public Education, Outreach and Involvement	1.1 Public Notice Requirements	Yes, public outreach has made residents aware of pollutants and limited their discharge.
1. Public Education, Outreach and Involvement	1.2 NCTCOG Public Education Task Force (PETF)	Yes, indirect reduction by effecting public awareness.
1. Public Education, Outreach and Involvement	1.3 Texas SmartScape	Yes, indirect reduction by effecting public awareness.
1. Public Education, Outreach and Involvement	1.4 Industrial and Commercial Education	Yes, indirect reduction by effecting industrial and commercial businesses awareness of pollutants.
1. Public Education, Outreach and Involvement	1.5 Construction/Post-Construction Handout	Yes, Contractors were made aware to reduce erosion and sediment in the "Construction Notes" handout.
1. Public Education, Outreach and Involvement	1.6 City Storm Water Webpage via NCTCOG	Yes, indirect reduction by effecting public awareness.
1. Public Education, Outreach and Involvement	1.7 Education for Elected Officials	Yes, indirect reduction by effecting public awareness. PowerPoint presentation given to City Council updating SWMP.
1. Public Education, Outreach and Involvement	1.8 Municipal Employee Training	Yes, used training material developed by NCTCOG. 64 employees received training of Video "Preventing Storm Water Pollution: What Can We Do."
1. Public Education, Outreach and Involvement	1.9 Storm Inlet Markers	Yes, inlet markers have been installed on existing inlets throughout the city, this has made the public aware of not to dump an illicit discharge in the storm sewer system.
1. Public Education, Outreach and Involvement	1.10 Illicit Discharge	Yes, tracking tips allows for quicker response to spills that result in less contamination in the storm sewer system.

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)</b>
2. Illicit Discharge Detection and Elimination	2.1 Storm Sewer Map	Yes, indirect in that the public and City Employees are aware of all locations that illicit discharges could be found.
2. Illicit Discharge Detection and Elimination	2.2 Municipal Employee Training (Field Staff)	Yes, Construction Inspectors received Stormwater Management Training – BMP Maintenance & Post-Construction Inspection through NCTCOG.
2. Illicit Discharge Detection and Elimination	2.3 Industrial/ Commercial Storm Water Quality Information	Yes, indirect reduction by effecting industrial and commercial businesses awareness of pollutants.
2. Illicit Discharge Detection and Elimination	2.4 Illicit Discharge Ordinance	Yes, made the City aware of areas to improve the existing ordinances.
2. Illicit Discharge Detection and Elimination	2.5 Detecting and Removing Illicit Discharges	Yes, lets the City analysis and refine existing programs that will better identify locations where discharges are occurring and remediation efforts.
2. Illicit Discharge Detection and Elimination	2.6 Identify Allowable Non-storm Water Discharges	Yes, allows for discharges that will not affect the City's Storm Sewer System.
2. Illicit Discharge Detection and Elimination	2.7 Illicit Discharge/Dumping Response Plan	Yes, illicit discharges where reported to Streets & Drainage Division by phone (zero phone calls received outside of daily operations) and website (zero reports received) allowing response teams to respond before discharges effect wider area. The Fire Dept. responded to 18 HazMat, fuel spills.
2. Illicit Discharge Detection and Elimination	2.8 On-Site Sewage Disposal Systems	Yes, the County oversees septic systems; since the County has a program in place then it is helping to reduce pollutants.
2. Illicit Discharge Detection and Elimination	2.9 Prevention of Illicit Discharges	Yes, the City has a contract with a company that will collect hazardous materials when requested.
3. Construction Site Stormwater Runoff Control	3.1 NCTCOG iSWM Design Manual	Yes, gives the City a chance to implement any additional stormwater controls that will reduce Construction Site Illicit Discharges.
3. Construction Site Stormwater Runoff Control	3.2 Implement Design and Control Standards	Yes, Pre-Construction Meetings are held that provide the design guidelines to contractors
3. Construction Site Stormwater Runoff Control	3.3 Implement Requirements Imposed by Code of Ordinance	Yes, it implements the requirements that allows for proper O&M during life of construction project.

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)</b>
3. Construction Site Stormwater Runoff Control	3.4 Illicit Discharge/Dumping Response Plan	Yes, illicit discharges were reported to Streets & Drainage Division by phone (zero phone calls received) and website (zero reports received) allowing response teams to respond before discharges effect wider area. The Fire Dept. responded to 18 HazMat, fuel spill calls.
3. Construction Site Stormwater Runoff Control	3.5 Construction Plans Review	Yes, providing construction plan review of erosion control measures ensure that adequate TCEQ storm water management measures are in place prior to the project being released for construction.
3. Construction Site Stormwater Runoff Control	3.6 Construction/Post-Construction Handout	Yes, handouts are given to Contractors that make them aware of stormwater permit requirements.
3. Construction Site Stormwater Runoff Control	3.7 Municipal Employee Training (Field Staff)	Yes, Construction Inspectors received Stormwater Management Training – BMP Maintenance & post-Construction Inspection through NCTCOG.
4. Post-Construction Stormwater Management in New development and Redevelopment	4.1 NCTCOG iSWM Design Manual	Yes, gives the City a chance to implement any additional stormwater controls that will reduce Construction Site Illicit Discharges.
4. Post-Construction Stormwater Management in New development and Redevelopment	4.2 Final Inspection	Yes, Construction Inspectors respond to complaints regarding erosion issues that are not performing properly or not properly maintained.
4. Post-Construction Stormwater Management in New development and Redevelopment	4.3 Illicit Discharge/Dumping Response Plan	Yes, illicit discharges were reported to Streets & Drainage Division by phone (zero phone calls received) and website (zero reports received) allowing response teams to respond before discharges effect wider area. The Fire Dept. responded to 18 HazMat spills.
4. Post-Construction Stormwater Management in New development and Redevelopment	4.4 Construction/Post-Construction Handout	Yes, handouts are given to Contractors that make them aware of stormwater permit requirements.
5. Pollution Prevention and Good Housekeeping for Municipal	BMP 5.1 City Owned Facilities and Control Inventory	Yes, allows for tracking of City facilities to determine locations of where illicit discharges can occur.

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)</b>
5. Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 5.2 Municipal Employee Training	Yes, used training material developed by NCTCOG. 64 employees received training of Video "Preventing Storm Water Pollution: What Can We Do."
5. Pollution Prevention and Good Housekeeping for Municipal	BMP 5.3 Contractor Oversight	Yes, ensures that storm water control measures are followed by contractors hired by the City.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 5.4 Pollution Prevention Plan and O&M (Operation and Maintenance)	Yes, identifies the O&M that is occurring and what illicit discharges can occur and what measures can be taken to eliminate.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 5.5 Storm Water System Maintenance Plan	Yes, identifies sensitive areas that accumulated waste and to help set procedures for removing.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 5.6 Municipal Waste Disposal Procedures	Yes, it identifies the municipal operations that generates waste and evaluate its procedures to see if anything needs to change.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable. Summarize any information used (such as visual observation, amount of materials removed or prevented from entering the MS4, or if required monitoring data, etc.) to evaluate reductions in the discharge of pollutants. You may use the table (**See Example 2 in instructions**):

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)</b>
1	1.1 Public Notice	Posted Annual Report	1	Annual Report	No, does not directly reduce pollutants but effects public awareness which eventually reduces pollutants.
1	1.2 Public Education	Education Campaigns	2	# of Campaigns	No, does not directly reduce pollutants but effects public awareness which eventually reduces pollutants.
		F.O.G. Campaign and 'I pledge to Doo the Right Thing' Campaign	250	Bookmarks	
			400	Flyers	
			2	City Newsletters	

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)</b>
1	1.3 Texas SmartScape	Flyers	250	# of flyers	No, does not directly reduce pollutants but effects public awareness which eventually reduces pollutants.
		Bookmarks	200	# of bookmarks	
1	1.4 Industrial and Commercial Education	Distribute Educational Flyer	3	Businesses	No, does not directly reduce pollutants but effects public awareness which eventually reduces pollutants.
1	1.5 Construction Notes Handouts Distributed	Construction Notes Handouts	31	# Pre-construction meetings where distributed	No, does not directly reduce pollutants but effects contractor awareness of proper erosion and sedimentation practices that are required.
1	1.6 City Storm Water Webpage via NCTCOG	NCTCOG website tracking hits	19	Website hits	No, does not directly reduce pollutants but effects public awareness which eventually reduces pollutants.
1	1.7 Education for Public Officials	Update presentation on the SWMP	1	# presentations	No, does not directly reduce pollutants but makes City Council aware of Stormwater permit requirements.
1	1.8 Municipal Employee Training	Video "Preventing Storm Water Pollution: What Can We Do."	60	# of Employees Trained	Yes, when a City Employee sees an illicit discharge or bad BMP practices, actions are taken to stop and remove pollutant.
1	1.9 Storm Inlet Markers	Inlet markers placed so far	3377	# of Inlet markers	Yes, by affecting public awareness that if an illicit discharge is seen and reported to City, actions will be taken to remove the pollutant and find the source.
1	1.10 Illicit Discharge	Track number of Tips received from City website	0	# tips	Yes, when an illicit discharge is reported, immediate action is taken by the City to remove the pollutant and determine its source.
		Track Phone Calls Received	0	# phone calls	
		Fire Dept. Responses to Hazmat/Fuel Spills	22	# Hazmat/Fuel spills	
2	2.1 Storm Sewer Map Outfalls	Stormwater outfalls	35	# of Outfalls added to map	Yes, when an illicit discharge is observed at outfalls, immediate action is taken by the City to remove the pollutant and determine its source.

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)</b>
2	2.2 Municipal Employee Training (Field Staff)	Stormwater Management Training – BMP Maintenance & post-Construction Inspection through NCTCOG,	2	# of Field Staff Trained	Yes, when an erosion control problem or illicit discharge is observed, immediate action is taken by the City Staff to get the contractor to fix the erosion control problem or illicit discharge.
2	2.3 Industrial/ Commercial Storm Water Quality Information	Distribute Educational Flyer	3	Businesses	No, does not directly reduce pollutants but effects public awareness which eventually reduces pollutants.
2	2.4 Illicit Discharge Ordinance	Adopted Illicit Discharge Ordinance	1	# of Illicit Discharge Ordinances	Yes, the stormwater ordinance was adopted March 5, 2018. It strengthens the city's handle on stormwater problems.
2	2.5 Detecting and Removing Illicit Discharges	Storm Water System Maintenance Plan	1	Existing written program in place	Yes, when City staff is carrying out the Plan when an illicit discharge is observed, immediate action is taken by the City to remove the pollutant and determine its source.
2	2.6 Identify Allowable Non-storm Water Discharges	Adopted ordinances that address Non-Storm Water Discharges	1	# of exist. Ordinances	Yes, the stormwater ordinance was adopted March 5, 2018. It strengthens the city's handle on stormwater problems.
2	2.7 Illicit Discharge/Dumping Response Plan	Track number of Tips received from City website	0	# tips	Yes, when an illicit discharge is reported, immediate action is taken by the City to remove the pollutant and determine its source.
		Track Phone Calls Received	0	# phone calls	
		Fire Dept. Responses to Hazmat/Fuel Spills	22	# Hazmat/Fuel spills	
2	2.8 On-Site Sewage Disposal Systems	On-Site Sewage Disposal Systems City regulates	0	# of septic system City oversees	No, the County oversees septic systems not the City, so observation of illicit discharges are not reported to the City.
2	2.9 Hazardous Waste Collection	Amount of hazardous material collected	69,221	Lbs.	Yes, it is a direct relation on how much waste that was collected.

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)</b>
3	3.1 NCTCOG iSWM Design Manual	Sections of iSWM Manual adopted	1	# iSWMM Sections under adoption	Yes, these are practices used by contractors to dramatically reduce erosion and illicit discharges within the City.
3	3.2 Implement Design and Control Standards	Pre-construction meeting held	31	# Pre-construction meetings held	No, does not directly reduce pollutants but effects contractor awareness of proper erosion and sedimentation practices that are required.
		Conduct inspections	Every week day	# of inspections conducted	Yes, when an erosion control problem or illicit discharge is observed, immediate action is taken by the City Staff to get the contractor to fix the erosion control problem or illicit discharge.
3	3.3 Implement Requirements Imposed by Code of Ordinance	Pre-construction meeting held	31	# Pre-construction meetings held	No, does not directly reduce pollutants but makes contractor aware of proper erosion and sedimentation practices that are required.
		Conduct inspections	Every week day	# of inspections conducted	Yes, when an erosion control problem or illicit discharge is observed, immediate action is taken by the City Staff to get the contractor to fix the erosion control problem or illicit discharge.
3	3.4 Reporting Illicit Discharges	Track number of Tips received from City website	0	# tips	Yes, when an illicit discharge is reported, immediate action is taken by the City to remove the pollutant and determine its source.
		Track Phone Calls Received	0	# phone calls	
		Fire Dept. Responses to Hazmat/Fuel Spills	22	# Hazmat/Fuel spills	
3	3.5 Construction Plans Review	Plan review for all construction in City	45	# of projects review	Yes, projects reviewed to make sure compliance with SWPPP, and NOI and City Erosion Control Policies.
3	3.6 Construction Notes Handouts Distributed	Construction Notes Handouts	31	# Pre-construction meetings where distributed	No, does not directly reduce pollutants but makes contractor aware of proper erosion and sedimentation practices that are required.



<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)</b>
3	3.7 Municipal Employee Training (Field Staff)	Stormwater Management Training – BMP Maintenance & post-Construction Inspection through NCTCOG,	2	# of Field Staff Trained	Yes, when an erosion control problem or illicit discharge is observed, immediate action is taken by the City Staff to get the contractor to fix the erosion control problem or illicit discharge.
4	4.1 NCTCOG iSWM Design Manual	Sections of iSWM Manual adopted	1	# iSWMM Sections under adoption	Yes, these are practices used by contractors to dramatically reduce erosion and illicit discharges within the City.
4	4.2 Final Inspection	Final Walk-throughs/Final Acceptance Letters	25	# Final Walk-throughs/Final Acceptance Letters	Yes, this is a direct reduction in pollutants in that any issues must be fixed before a job can be accepted.
4	4.3 Reporting Illicit Discharges	Track number of Tips received from City website	0	# tips	Yes, when an illicit discharge is reported, immediate action is taken by the City to remove the pollutant and determine its source.
		Track Phone Calls Received	0	# phone calls	
		Fire Dept. Responses to Hazmat/Fuel Spills	22	# Hazmat/Fuel spills	
4	4.4 Construction Notes Handouts Distributed	Construction Notes Handouts	31	# Pre-construction meetings where distributed	No, does not directly reduce pollutants but makes contractor aware of proper erosion and sedimentation practices that are required.
5	5.1 City Owned Facilities and Control Inventory	Number of facilities	57	# of Facilities inventoried	Yes, City awareness of what the City has and what can possibly pollutants can be at the facility.
5	5.2 Municipal Employee Training	Video "Preventing Storm Water Pollution: What Can We Do."	60	# of Employees Trained	Yes, when a City Employee sees an illicit discharge or bad BMP practices actions are taken to stop and remove pollutant.
5	5.3 Contractor Oversight	Contractors doing work for city	16	# of Contractors	Yes, by making City aware of number of contractors needing to be overseen in the City.

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)</b>
5	5.4 Pollution Prevention Plan and O&M	Type of O&M Projects that may require SWPPP	2	Type of O&M Projects that may require SWPPP	Yes, this is a direct reduction in pollutants in that practices are put in place to control pollutants. Large scale projects are classified as CIP projects and have SWPPP's.
5	5.5 Storm Water System Maintenance Plan	Storm Water Maintenance plan	1	Implemented Plan	Yes, reduces pollutants by accounting for proper maintenance and inspection of the system and identify and removing illicit discharges.
5	5.6 Municipal Waste Disposal Procedures	Municipal Waste Management, Storage and Disposal Procedures	1	Implemented procedures	Yes, reduces pollutants by accounting for proper storage and disposal of municipal waste and identify and removing illicit discharges.

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (**See Example 3 in instructions**):

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved If goal was not accomplished please explain</b>
1.1	Post TCEQ approved SWMP and Annual Reports on City website.	Goal met, Annual Report was posted on City Website
1.2	Conduct two outreach campaigns per year. Distribute information, track and document the campaign efforts.	Goal met, conducted F.O.G. Campaign and 'I pledge to Do the Right Thing' Campaign; Distributed 250 Bookmarks through the Rockwall County Library, 400 Flyers through the Library and House warmers Program and two city-wide newsletter excerpts in the water bills.
1.3	Conduct two outreach campaigns per year. Distribute information, track and document the campaign efforts. Promote the SmartScape website by providing a link on the City website. As needed, modify the current landscape ordinance for commercial projects to utilize native or adaptive plants.	Goal met, distributed 250 flyers and 200 bookmarks through the Rockwall County Library and the House warmers Program
1.4	Distribute information once per year to industrial and commercial businesses.	Goal met, distributed five educational flyers to businesses.

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved If goal was not accomplished please explain</b>
1.5	Update Construction Notes document as needed and distribute in pre-construction meetings. Provide a link for the Construction Notes on the City's website.	Goal met, construction notes are updated as areas for improvement arise and the City's website is updated as well.
1.6	Utilize NCTCOG tracking of hits as a method to track the number of hits. Participate in the update of the NCTCOG Storm Water website, as appropriate.	Goal met, NCTCOG has not yet released website hit data.
1.7	Complete one campaign per year for training of City Council on storm water requirements and program.	Goal met, presentation given to City Council to update them.
1.8	Existing plan includes the DVDs: "Fleet Maintenance and Materials Handling"; Series: "Preventing Storm Water Pollution- What can we do?". Evaluate NCTCOG training materials and modify as needed. Document employees and dates in which training was received. Develop an outline of the information to be communicated for a 5 year period. Provide educational materials on the City's intranet. Present the SWMP to new employees during orientation.	Goal met, 64 employees were trained.
1.9	Develop a storm inlet marking program. Distribute inlets and track markers installed according to developed program.	Goal met, inlet markers are installed on all newly constructed inlets.
1.10	Track number of tips received from website. Develop program to track phone calls received regarding IDDE. Track phone calls received.	Goal met, zero of tips received by phone calls outside of daily operations, zero tips received from City website, and 18 Hazmat/Fuel Spills reported. For each immediate action is taken by the City to remove the pollutant and determine its source.
2.1	Obtain GPS coordinates of new outfalls. Continue the existing program of completing mapping changes when as-built plans are received at completion of development or CIP projects.	Goal met, newly constructed outfalls were added to Cities map as new projects are completed.
2.2	Document employees and dates in which training was received. Develop an outline of the information to be communicated for a 5 year period.	Goal met, two employees went to Stormwater Management Training – BMP Maintenance & Post-Construction Inspection through NCTCOG.
2.3	Develop an outline of the information to be communicated for a 5 year period. Distribute information to industrial/ commercial businesses once per year.	Goal met, distributed five educational flyers to businesses.
2.4	Implement the Illicit Discharge Ordinance.	Goal achieved, the stormwater ordinance was approved March 5, 2018.

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved If goal was not accomplished please explain</b>
2.5	Conduct Visual Inspection of New Outfalls for Illicit Discharge and non-storm water discharges.	Goal met. When an illicit discharge is observed, immediate action is taken by the City to remove the pollutant and determine its source.
2.6	Implement and develop Ordinance	Goal met, the stormwater ordinance was approved March 5, 2018.
2.7	Provide 24 hour phone numbers and illicit discharge reporting options on the City website. Track phone calls and reports sent in from website. Implement the Illicit Discharge/Dumping Response Plan.	Goal met, zero tips received by phone calls outside of daily work, zero tips received from City website, and 18 Hazmat/Fuel Spills reported. For each immediate action is taken by the City to remove the pollutant and determine its source.
2.8	Implement the prevention and correction plan.	Goal met, since on-site sewage systems (septic systems) are overseen by the County no reporting is received by the City.
2.9	Schedule and conduct the Hazardous Waste Day for the collection of household hazardous waste once a year. Collect recyclable materials (newspaper, magazines and clear plastic bottles) weekly and transport to a material recovery facility. Provide a monthly curb-side pickup for bulk items such as tree limbs and leaves. Grass clippings are picked up with the regular trash, twice a week.	Goal met. The City has a hazardous waste contractor that collects waste when called by the residents. (Flammables, Corrosives, Oxidizers, Pesticides, Herbicides, Fertilizers, Batteries, Auto Fluids, paint, electronics, CFLs, etc.)
3.1	Review performance of existing adopted portions of iSWM for its applicability to the City. Modify or discard those portions that do not apply.	Goal met. Changes adopted are used by contractors to dramatically reduce erosion and illicit discharges within the City.
3.2	Conduct pre-construction meetings for proposed new construction projects to provide design compliance guidelines to contractors. Conduct inspections and follow-up on complaints on construction sites. Follow up by providing recommendations on modifications/improvement of contractor's BMPs and O&M practices.	Goal met. Thirty-two preconstruction meetings were held and visual inspections are constructed every weekday. Immediate action is taken by the City Staff to get the contractor to fix the erosion control problem or illicit discharge.
3.3	Conduct pre-construction meetings for proposed new construction projects to provide compliance guidelines to contractors for the management of waste. Conduct inspections and follow-up on complaints on construction sites. Follow up by providing recommendations on modifications/improvement of contractor's BMPs and O&M practices.	Goal met. Thirty-two preconstruction meetings were held and visual inspections are constructed every week day. Immediate action is taken by the City Staff to get the contractor to fix the erosion control problem or illicit discharge.
3.4	Provide 24 hour phone numbers and illicit discharge reporting options on the City website. Track phone calls and reports sent in from website.	Goal met, zero tips received by phone calls outside of daily work, zero tips received from City website, and 18 Hazmat/Fuel Spills reported. For each immediate action is taken by the City to remove the pollutant and determine its source.

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved If goal was not accomplished please explain</b>
	Implement the Illicit Discharge/Dumping Response Plan.	
3.5	Implement procedures to track the received SWPPPs, NOIs and City erosion policies prior to releasing plans for construction.	Goal met. City reviewed 44 projects to verify compliance with SWPPP, and NOI and City Erosion Control Policies.
3.6	As needed, update Construction Notes document and distribute in pre-construction meetings. Provide a link for the Construction Notes on the City's website.	Goal met. Thirty-two preconstruction meetings held. Meetings increase contractor's awareness of proper erosion and sedimentation practices that are required.
3.7	Document employees and dates in which training was received. Develop an outline of the information to be communicated for a 5 year period.	Goal met, field staff received Stormwater Management Training – BMP Maintenance & Post-Construction Inspection through NCTCOG
4.1	Review performance of existing adopted portions of iSWM for its applicability to the City. Modify or discard those portions that do not apply.	Goal met. Adopted portions of iSWM are used for site development to dramatically reduce erosion and illicit discharges within the City.
4.2	Conduct field inspections for completed construction sites to verify compliance to plans and specifications, including site stabilization. Issue "Letters of Acceptance" for those sites that comply with plans and specifications (including site stabilization). Follow up with the contractors about complaints and observations in the field to insure long term O&M.	Goal met, fourteen Final Walk Throughs/Final Acceptance Letters were conducted/issued.
4.3	Provide 24 hour phone numbers and illicit discharge reporting options on the City website. Track phone calls and reports sent in from website. Implement the Illicit Discharge/Dumping Response Plan.	Goal met, zero tips received by phone calls outside of daily work, zero tips received from City website, and 18 Hazmat/Fuel Spills reported. For each immediate action is taken by the City to remove the pollutant and determine its source.
4.4	As needed, update Construction Notes document and distribute in pre-construction meetings. Provide a link for the Construction Notes on the City's website.	Goal met. Thirty-two preconstruction meetings were held and pre-construction notes were distributed.
5.1	Identify pollutants of concern	Goal met. List of pollutants was gathered for each facility.
5.2	Existing plan includes the DVDs: "Fleet Maintenance and Materials Handling"; Series: "Preventing Storm Water Pollution- What can we do?". Evaluate NCTCOG training materials and modify as needed. Document employees and dates in which training was received. Develop an outline of the information to be communicated for	Goal met, 64 employees were trained.

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved If goal was not accomplished please explain</b>
	a 5 year period. Provide educational materials on the City's intranet. Present the SWMP to new employees during orientation.	
5.3	Develop a list of contractors the City uses through all departments.	Goal Met. A list of contractors has been developed.
5.4	Identify municipal operations that may require a storm water pollution prevention plan.	Goal Met. Larger Operations that require SWPPP are classified as CIP projects and SWPPP are required for each of those projects.
5.5	Conduct an inspection process to identify sensitive areas for waste accumulation. Identify responsible party for the accumulation of material. Enforce cleaning by responsible party. City to keep City facilities clean and property owner to keep private property facilities clean.	Goal Met. When an illicit discharge is observed, immediate action is taken by the City to remove the pollutant and determine its source.
5.6	Develop and document waste disposal procedures and training of municipal employees. Implement waste disposal procedures.	Goal Met, the City has developed a Standard Operating Procedure for Waste Management and Storage.

### **C. Stormwater Data Summary**

Provide a summary of all information used including any lab results (if sampling was conducted) to assess the success of the SWMP at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.? (Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(b))

### **D. Impaired Waterbodies**

1. If applicable, explain below any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern: (Refer to MS4 General Permit TXR040000 Part IV Section B.2.(c))

N/A

2. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL (Refer to the MS4 General permit TXR040000; Part II Section D.4.(a)):

N/A

3. Report the benchmark identified by the MS4 and assessment activities (Refer to the MS4 General permit TXR040000; Part II Section D.4.(a)(6)):

<b>Benchmark Parameter</b> <i>(Ex: Total Suspended Solids)</i>	<b>Benchmark Value</b>	<b>Description of additional sampling or other assessment activities</b>	<b>Year(s) conducted</b>
N/A			
N/A			
N/A			

4. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark (Refer to the MS4 General permit TXR040000; Part II Section D.4.(a)(4)):

<b>Benchmark Parameter</b>	<b>Selected BMP</b>	<b>Contribution to achieving Benchmark</b>
N/A		
N/A		
N/A		
N/A		

5. If applicable, report on focused BMPs to address impairment for bacteria (Refer to the MS4 General Permit TXR040000; Part II Section D.4.(a)(5)):

<b>Description of bacteria-focused BMP</b>	<b>Comments/Discussion</b>
N/A	
N/A	
N/A	
N/A	

6. Assess the progress to determine BMP’s effectiveness in achieving the benchmark (Refer to the MS4 General Permit TXR040000; Part II.D.4.(a)(6)):

For example, the MS4 may use the following benchmark indicators:

- number of sources identified or eliminated;
- decrease in number of illegal dumping;
- increase in illegal dumping reporting;
- number of educational opportunities conducted;
- reductions in sanitary sewer flows (SSOs)
- increase in illegal discharge detection through dry screening

<b>Benchmark Indicator</b>	<b>Description/Comments</b>
N/A	
N/A	
N/A	
N/A	



<b>Benchmark Indicator</b>	<b>Description/Comments</b>
N/A	
N/A	

## **E. Stormwater Activities**

Describe stormwater activities the MS4 operator plans to undertake during the next reporting year. You may use the table below (Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(d)):

<b>MCM(s)</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
2. Illicit Discharge Detection and Elimination	2.5: Detecting and Removing Illicit Discharges	Conduct a visual inspection of new outfalls for illicit discharge	City will take program developed to conduct visual inspections as required by the program.
5 Pollution Prevention and Good Housekeeping for Municipal Operations	5.5: Storm Water System Maintenance Plan	Conducting storm water inspection, identifying sensitive areas, and responsible party and enforcement.	The inspection, identification of sensitive waste accumulation areas and finding responsible party will be preform in accordance to the Plan developed by the City.

## **F. SWMP Modifications**

- Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.  
 Yes  No

If 'Yes', report on changes made to measurable goals and BMPs (Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(e)):

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
N/A		
N/A		
N/A		
N/A		
N/A		
N/A		
N/A		
N/A		
N/A		

**Note:** If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible and why the replacement BMP is expected to achieve the goals of the original BMP.

2. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land etc.):

N/A

### G. Additional BMPs for TMDLs and I-Plans

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans (Refer to the MS4 General permit TXR040000 Part IV Section B.2.(f)).

<b>BMP</b>	<b>Description</b>	<b>Implementation Schedule (Start Date etc.)</b>	<b>Status / Completion Date (completed, in progress, not started)</b>
N/A			
N/A			
N/A			
N/A			

## H. Additional Information

1. Is the permittee relying on another entity to satisfy some of its permit obligations? (refer to the MS4 General Permit TXR040000 Part IV Section B.2.(g))

Yes  No

If "Yes," provide the name(s) of other entities and an explanation of their responsibilities (add more spaces or pages if needed):

Name and Explanation: N/A

Name and Explanation: N/A

Name and Explanation: N/A

Name and Explanation: N/A

2.a. Is the permittee part of a group sharing a SWMP with other entities?

Yes  No

2.b. If 'yes,' is this a system-wide annual report including information for all permittees?

Yes  No

If 'Yes,' list all associated authorization numbers, permittee names, and SWMP responsibilities of each member. (add additional spaces or pages if needed):

Authorization Number: _____	Permittee: _____
Authorization Number: _____	Permittee: _____
Authorization Number: _____	Permittee: _____
Authorization Number: _____	Permittee: _____

### I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4 (Notices if intent and site notices received; Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(h)) 15

2a. Does the permittee utilize the optional 7<sup>th</sup> MCM related to construction?

Yes  No

2b. If 'yes,' then provide the following information for this permit year (refer to the MS4 General Permit TXR040000 Part IV Section B.2.(i)):

The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	

**Note:** Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.

## J. Certification

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

Name (printed): Amy J Williams, P.E. Title: Director of Public Works/City Engineer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4 \_\_\_\_\_

Name (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4

Name (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4

Name (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4

Name (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4

**Note:** If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).