

Annual Report Permit Year 2 (2015)

For



TOWN OF HICKORY CREEK

Texas Commission on Environmental Quality
Texas Pollutant Discharge Elimination System
General Permit TXR040000

March 2016

Prepared By



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Texas Commission on Environmental Quality
Stormwater & Pretreatment Team Leader (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for the Town of Hickory Creek
TPDES Permit Authorization: TXR040000

Dear Team Leader:

This letter serves to transmit the 2015 Annual Report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR0400373 for the Town of Hickory Creek.

A separate Notice of Change has not been submitted based on the fact that changes have not been proposed for the next permit year.

As required by the general permit, a copy of this submittal has also been mailed to the TCEQ's regional office in Fort Worth, Texas.

Sincerely,

Lynn C. Clark
Mayor
Town of Hickory Creek

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040373 Annual Reporting Year: (calendar year): 2015

Last day of fiscal year, if applicable: N/A

MS4 Operator Level: I Name of MS4/Permittee: Town of Hickory Creek

Contact Name: John Smith Telephone Number: (940) 497-2528

Mailing Address: 1075 Ronald Reagan Avenue, Hickory Creek, TX 75065

E-mail Address: John.Smith@HickoryCreek-Tx.gov

B. Narrative Provisions (Part IV Section B.2.(a))

1. Provide information on the status of complying with permit conditions:(Part V - Standard Permit Conditions):

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		All BMPs for Year 2 have been completed
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		The Town is in compliance with recordkeeping and reporting.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	X		Community does not discharge into an impaired water body.

2. Provide a general assessment of the appropriateness of the selected BMPs. Use table below or attach a summary, as appropriate (See Example 1 in instructions):

- The selected BMPs are appropriate for a town that is mostly a bedroom community and with a limited budget. There are no industrial areas in

town. Due to the type of developments in the town, there are lower possibilities to discharge pollutants to the town's stormwater systems.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1	1.2	The Town has more views regarding stormwater education on their website as opposed to retrieved brochures at Town Hall.
2	2.1	Created written procedures for addressing illicit discharge violations.
2	2.3	Storm map was updated to include new storm drain culverts. Additional culverts are inspected after every rain event and regularly during the dry season.
3	3.3	Procedures and forms in place for Construction Site Inspection of Runoff Controls
3	3.4	Public Works Director attended <i>Stormwater Pollution Prevention Practices During Construction Training</i> . Public Works staff watched Stormwater training video <i>A to Z Everything You Ever Wanted to Know and More</i> . See Attached
4	4.2	Town to distribute education materials to contractors at pre-construction meetings.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable. Summarize any information used (such as monitoring data) to evaluate reductions in the discharge of pollutants. Use a table or attach a narrative description as appropriate:

- Stormwater sampling, monitoring and analysis was not included in the Town's SWMP for Years 1-5.
- The Director of Public Works or his staff perform dry weather inspections at outfalls to determine if there were illicit discharges from residents, from

construction activities or from the town retail shops. There were no apparent pollutants or illicit discharges in the town during Year 2.

- The Town website has an easily accessible link that provides both educational materials and contact information to report discharge. The Town has policies and procedures in place for reported incidents.

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 2 in instructions):

MCM(s)	Measurable Goal(s)	Success
1	BMP 1.1 – Distribute stormwater education material targeting residents, commercial and visitors	Met goal – Stormwater education literature and pollution prevention brochures are available at Town Hall. Literature is replenished as needed. Eight (8) flyers were taken by visitors in 2015. (See attached) The Town has the SWMP Manual and Annual Reports available at Town Hall for public review and to make copies. Stormwater public education in quarterly newsletters. (See attached)
1	BMP 1.2 - Provide educational materials on Town website	Met goal – Links to SWMP, Year 1 Annual Report and the following public education and outreach on stormwater impacts are available on the Town website. <i>TCEQ Oil-Recycling, TCEQ Water Quality Brochure, TCEQ Green Guide Yard Care</i> (See Attached)
1	BMP 1.3 - River/Stormwater System Volunteer Cleanups	Exceeded goal – Four (4) citizen shoreline cleanup volunteer days. (See attached)
1	BMP 1.4 - Display SWMP on City Website for Public Review and Comment	Met goal – Links to the SWMP and prior Annual Report are available on the Town website. An email link and contact information for the Public Works Director are listed for public comments and concerns.

		Created written procedures for addressing possible illicit discharge violations to be used during Year 3. (See 1.2, see attached)
2	BMP 2.1 - Research other municipalities ordinances regarding enforcement procedures to prohibit and remove illicit discharge	Met goal – Reviewed the ordinances for the following municipalities: City of Lake Dallas, City of Lewisville, City of Royce City, Town of Double Oak, Town of Copper Canyon, Town of Flower Mound. Suggested changes will be addressed in Year 3.
2	BMP 2.2 - Research other municipalities' procedures and forms regarding visual inspection of selected stormwater outfalls during dry weather.	Met goal – Reviewed the procedures and forms for the following municipalities: City of Corinth, Town of Double Oak, Town of Copper Canyon, and City of Lake Dallas. Continue with current procedures.
2	BMP 2.3 - Gather Record Drawings with Storm Line locations - Update Storm Map	Exceeded goal – Storm map was updated to include new storm drain culverts. (See attached)
2	BMP 2.4 - Research public education materials to educate to employees, business, and the general public (hazards associated with illegal discharges to the system)	Exceeded goal – Researched public education and presented <i>Stormwater Education, Are We Keeping the Water Clean?</i> public education presentation at Town Council on December 8, 2015. (See attached). Also see BMP 1.1
3	BMP 3.1 - Review current ordinances implement/maintain	Met goal –Reviewed Town Article 3.07 Floods and Drainage that addresses the requirements for

	ordinance and enforcement mechanism to require erosion and sediment control at site > 1 acre	Erosion and Sediment Control, Post Construction Runoff and Pollution Prevention. (See attached)
3	BMP 3.2 - Require submittal of Construction Site SWPPP for review by city staff - review construction plan checklist	Met goal – Reviewed current Construction Plan Checklist located in the Town’s Engineering Manual.
3	BMP 3.3 - Review other municipality inspection procedures and forms for Construction Site Inspection of Runoff Controls	Met goal – Reviewed inspection procedures and forms for the City of Corinth, Town of Double Oak, and City of Lewisville.
3	BMP 3.4 - Research educational material to train town inspectors in conducting proper site inspections	Exceeded goal – Public Works Director attended <i>Stormwater Pollution Prevention Practices During Construction</i> Training. Public Works staff watched Stormwater training video <i>A to Z Everything You Ever Wanted to Know and More</i> . (See attached)
3	BMP 3.5 - Implement mechanism for contractor comment and procedures for comment consideration in regard to runoff control	Met goal – Town website provides email link and contact information for reporting and comments. Policies and procedures researched and created. (See attached)
4	BMP 4.1 - Review current ordinances to implement and maintain Hickory	Met goal – Reviewed current ordinances. The Engineering Design Manual includes Post Construction Runoff recommendation based on the North Central Texas Council of Government post

	Creek ordinance and enforcement mechanism to require post construction Stormwater Management in new development and redevelopment sites >1 Acre	<p>construction permanent water quality measures. The ordinance also requires industrial activities to be monitored in the town. The Engineering Design Manual can be seen at http://www.hickorycreek-tx.gov/wp-content/uploads/2011/05/Hickory-Creek_EDM-1.pdf</p> <p>The town has larger lots and bar ditches instead of major stormwater systems. The ditches act as bioswales and the larger lots act as vegetated filters prior to entering a closed conduit storm system.</p>
4	BMP 4.2 - Research educational material to create and distribute educational materials for area developers regarding post-construction Stormwater Controls	<p>Met goal – Town to distribute education materials to contractors at pre-construction meetings.</p> <p>City website now includes a link to <i>TCEQ How to Prepare SWPPP</i> for additional information.</p>
5	BMP 5.1 - Identify possible sources of pollutants from operation and maintenance at the Town owned properties	Met goal – Possible pollutants identified: leaking petroleum fluids from trucks and tractors. Annual inspection of Town hall property completed.
5	BMP 5.2 – Identify possible sources of pollutants from operations at Town owned property.	Met goal - Possible pollutants identified: leaking petroleum fluids from trucks and tractors. See BMP 5.1
5	BMP 5.3 – Training to reduce possible pollutants. Identify possible sources of pollutants	Met goal - Possible pollutants identified: leaking petroleum fluids from trucks and tractors. The Town has created a “spill container” that includes materials needed for spill cleanup in one easily available and properly marked container. (See attached)

5	BMP 5.4 – Review policy, procedure, and schedule, including proper disposal of waste as defined in the General Permit, for storm sewer maintenance.	Met goal – Storm sewer system is inspected after every rain event and every three months during the dry season. A new Stormwater System Maintenance Policy and Procedure has been created for Year 3. (See attached)
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C. Stormwater Monitoring Data (Part IV Section B.2.(b))

1. The MS4 has conducted monitoring of stormwater quality and submitted in the annual report (i.e. analytical and visual observations).

Yes No

a. Explain below or attach a summary to submit along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable. Be sure to include a discussion of results:

D. Impaired Waterbodies (Part IV Section B.2.(c))

1. If applicable, explain below or attach a summary of 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:

- Not Applicable

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

- Not Applicable

3. Report the benchmark identified by the MS4 and assessment activities (*Part II Section D.4.(a)(6)*):

- Not Applicable

4. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark (Part II Section D.4.(a)(4)):
 - Not Applicable
5. If applicable, report on focused BMPs to address impairment (Part II Section D.4.(a)(5)):
 - Not Applicable
6. Describe progress in achieving the benchmark (Part II.D.4.(a)(6)):
 - Not Applicable

E. Stormwater Activities (Part IV Section B.2.(d))

Describe any stormwater activities the MS4 operator has planned for the next reporting year. Use the table or attach a summary, as appropriate:

- Main Street is being reconstructed from South Shady Shores to Westlake Park to include a new culvert that will include rock rip-rap on the downstream side to reduce sediment washout.

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1.4	Public review and comment	Created written procedures for addressing illicit discharge violations to be used during Year 3. (See attached)
2	2.1	Illicit discharge detection	Implement newly created procedures for addressing illicit discharge violations.
3	3.3	Construction Site Runoff Control Procedures	Implement newly created procedures and inspection forms.
5	5.3	Pollution prevention and housekeeping	The Town has created a "spill container" that includes materials needed for spill cleanup in one easily

MCM(s)	BMP	Stormwater Activity	Description/Comments
			available and properly marked container.

F. SWMP Modifications (Part IV Section B.2.(e))

1. 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:

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.):

G. Additional BMPs (Part IV Section B.2.(f))

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.

- None

H. Additional Information (Part IV Section B.2.(g))

1. Is the permittee relying on another entity/ies to satisfy some of its permit obligations?

Yes No

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

Name and Explanation:

2.a. Is the named permittee 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 permit numbers and permittee names (add additional spaces or pages if needed):

I. Construction Activities (Part IV Section B.2.(h-i))

1. The number of construction projects in the jurisdiction of the MS4 where the permittee was not the construction site operator (as provided in submittals to the MS4 operator via notices of intent or site notices) 4

2. a. Does the permittee utilize the optional seventh MCM related to construction?

Yes No

2. b. If 'yes,' then provide the following information for this permit year:

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): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

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).