

Texas Commission on Environmental Quality
Storm Water & 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 Number: TXR040373

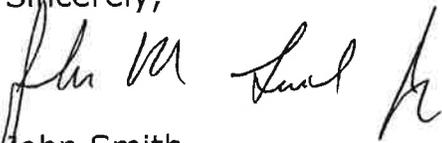
Dear Team Leader:

This letter serves to transmit the Year 1 Annual Report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040566 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,


John Smith
Town of Hickory Creek
Town Administrator

**Phase II (Small) MS4 Annual Report Form
TPDES General Permit No. TXR040000**

A. General Information

1. Permit No. TXR040373 Annual Report Period: 2013-2014

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

2. Is the named 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:

3. Is the named permittee sharing a SWMP with other entities?

Yes No

4. Is this a system-wide annual report including information for all permittees?

Yes No

5. Has a copy of this annual report been submitted to the TCEQ Regional Office?

Yes No

B. SWMP Modifications and Additional Information.

Include a brief explanation if you check "Yes" to any of the following statements.

1. a. 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

b. If Yes to the above, has the TCEQ already approved the original SWMP?

Yes No

c. If Yes to the above, indicate whether an NOC (or letter) has been submitted to document the changes to the approved SWMP as required by the general permit. (Note that if an

NOC is required, it must be submitted to the address shown on the NOC. Do not attach the original NOC form to this report.)

Yes No

2. The MS4 has annexed lands since obtaining permit coverage.

Yes No

3. A receiving water body is newly listed as impaired or a TMDL has been established.

Yes No

4. The MS4 has conducted analytical monitoring of storm water quality.

Yes No

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.

Stormwater sampling, monitoring and analysis was not included in the Town's SWMP for Year 1 though 5.

Director of Public Works performed dry weather inspection for illicit discharges from residents, from Construction Activities and from the town's retail shops.

C. Narrative Provisions.

1. Provide information on the status of complying with permit conditions:

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		The Town has progressed with requirements from the submitted SWMP. Refer to Table 1 for summary of MCMs accomplished during Year 1.
Permittee is currently in compliance with record keeping and reporting requirements.		X	The Town has kept records for the SWMP, and annual reports. However, after TCEQ audit it was determined that additional documentation was required. Inspection forms for construction activity, illicit discharges, and municipal owned housekeeping was generated on year 2. Inspection with these forms has started on year 2.
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:

The selected BMPs are appropriate for a town that is mostly a bedroom community and with limited budget. There is some retail adjacent to I-35 E and FM 2181 however 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 storm water systems.

Pre-Construction meeting are held to ensure the project NOI and SWPPP are in place prior to the issuance of the permit. Construction Activities are inspected to ensure they comply with the requirements from the TXR150000.

Has the permittee determined that any of the selected BMPs are not appropriate for reducing the discharge of pollutants in storm water?

Yes No

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

Stormwater sampling, monitoring and analysis was not included in the Town's SWMP for Year 1 through 5.

Director of Public Works or his staff performed dry weather inspection at outfalls every month to determine if there were illicit discharges from residents, from Construction Activities and from the town's retail shops. There were no apparent pollutants or illicit discharges in the town during Year 6.

The Town ensured Construction Activities complied with TXR150000

- a. For disturbed area between 1 acre and 5 acres should have a SWPPP, Construction Site Notice with the location of the field SWPPP, Erosion Control BMPs installed and inspected by the operator and in compliance with the TXR150000.
- b. For disturbed area more than 5 acres the operator submitted the NOI and NOT to TCEQ, SWPPP, Construction Site Notice with the location of the field SWPPP, Erosion Control BMPs installed and inspected by the operator and in compliance with the TXR150000.

4. Provide a general evaluation of the program's progress, including any obstacles or challenges encountered in implementing BMPs, meeting the program's schedule, etc.:

The biggest obstacle to this size town with limited budget and the **cost burden** of the MCMs such as prepare/adopt the ordinances, public education, training, public event coordination, public waste disposal, etc... The town does not have the funds or personnel resources to perform additional water quality sampling and to construct permanent water quality structures.

5. Provide the number of construction activities (other than those where the permittee was the operator) that occurred within the regulated area as indicated via notices of intent or site notices:

Construction Activities during Year 1

- Stormwater System replacement along Point Vista Road and Turbeville Road. Operator- Quality Excavation
- Steeplechase North and South subdivision Mass Grading. 112 acres – 108 lots Operator- D.R. Horton
- Enclave of Hickory Creek Subdivision. 20 acres – 74 lots Operator – Gehan Homes, LTD

6. Does the permittee utilize the 7th MCM related to construction?
 Yes No

If Yes, then provide the following information:

- a. The number of municipal construction activities authorized under this general permit:

- b. The total number of acres disturbed for municipal construction projects:

Though the 7th MCM is optional, this must be requested on the NOI or on a NOC and approved by the TCEQ.

7. Requirements for Specific Minimum Controls Measures (MCMs):

- a. **For MCM 1 – Public Education and Outreach**, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.

The Town has the Storm Water Management Program Manual and Annual Reports available at town hall for public review and make copies.

The Town printed storm water pollution prevention brochure and education literature for the town hall foyer. Most of the Town hall public traffic is for Town Council and court. They replenish the literature as needed.

A Storm Water Pollution Prevention Public Education Presentation was presented by the Town Engineer on July 15, 2014 Council. Refer to the attached Agenda and presentation

The Town had several outreach and volunteer activities during Year 1. The following were the Public Involvement:

- **Recycling Program** – The Town has a contract with Waste Management for individual household to recycle with the trash pickup. The Town has two (2) large containers at Town Hall for residents to recycle larger items which are picked up weekly.
- **Annual Clean Up** – The park department has volunteer cleanup event every year.

- **Right-of-Way Trash Clean Up (Multiple times a year)** – The three (3) Public Works staff perform clean up within the ROW every Friday and Parks every Monday.
 - **General Repair and Maintenance (bi-monthly)** – roadway inspections performed by the Public Works Director
- b. **For MCM 2 – Annual SWMP Report Presentation.** The SWMP and Annual Report for Year 1 was presented to the Town Council by the Town Engineer on July 15, 2014 Council. The Town Council approved the annual report at this council meeting. The engineering services cost from the Town Engineer for the Annual Report, presentation of the public education meeting was approximately \$10,000.
- c. **For MCM 3 – Illicit Discharge Detection and Elimination (IDDE),** indicate whether you have developed a list of allowable non-storm water discharges, other than those already listed in the general permit. If you have developed a list and have made any changes to the local controls, conditions and/or programs being established for discharges, include this information below. If you do not have any changes for this permit year, indicate that this item is not applicable.

Town has enforced the current Stormwater Ordinance that addresses the requirements for Erosion and Sediment Control, Post Construction Runoff and Pollution Prevention. The ordinances will be reviewed during year 2. No changes to the SWMP are being proposed.

The town prepared a map of the major storm system in town.

- d. **For MCM 4 – Construction Erosion and Sediment Control Ordinance,** Town adopted an Engineering Design Manual in Year 5 to address paving, water, sewer, storm, erosion control standard engineering practices.
- Public Works Director enforced the ordinances related to stormwater pollution prevention and illicit discharges.
 - Site Plan and SWPPP was reviewed by the Town Engineer prior to the issuance of the construction permit.
- e. **For MCM 5 – Post Construction Runoff Ordinance**
- The Engineering Design Manual includes Post Construction Runoff recommendation based on the North Central Texas Council of Government post construction permanent water quality measures. The ordinance also requires Industrial activities to be monitored in the town. 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.
- f. **For MCM 6 – Pollution Prevention Training for Municipal O&M Staff**
- The Public Works Director has attended a stormwater pollution prevention practices training provided from the TCEQ website.

- Public Works Director and Town Engineer (consultant) performed visual inspections of the storm system to determine maintenance requirements.
- The Town's facility and storage yard is maintained by the Director of Public Works. Town Fleet car wash is performed every Friday on a designated wash pad at the Public Work facility. Power Wash with only water is the standard washing procedure and minimal use of soap when needed.
- Stockpile of mulch is located where there is significant vegetated filter strip between the stockpile and the property line
- The Public Works Director spent approximately 120 days inspected and enforcing the erosion control measures and illicit discharge visual inspections during and post construction around the town.
- The Town does not have staff or equipment to conduct construction or maintenance activities in the town. The construction activities in the Town of Hickory Creek are performed by Contractors.

8. Describe any proposed changes to the SWMP in the coming reporting year.

None

9. Describe any activities planned for the next permit year / reporting cycle.

There are one (1) commercial and three (3) housing developments are planned in the Town of Hickory Creek.

Hickory Creek Retail – 2 Acres – Commercial Development

Steeplechase – 112 acres – 108 lots ongoing

Waterview Estates – 14 acres – 49 lots ongoing.

Turbeville Road reconstruction, Hickory Hill Road Reconstruction, Main Street Reconstruction, Point Vista Road reconstruction.

The Town will ensure that the construction plans sealed Professional Engineer include an Erosion Control Plan and the Contractor provide a SWPPP to the Town and Engineer for review and approval. The Town will also ensure that sites that disturb more than 1 acre shall comply with TPDES Permit TXR150000.

D. Storm Water Management Program Status. Provide the status of every BMP and measurable goal listed in the SWMP, as described in the instructions. Each MCM, but not necessarily each BMP, must include the measurable goals described in the SWMP. For a shared SWMP, include the name of the responsible MS4 operator(s) in the “BMP” column. *(Though an MS4 is not required to implement BMPs until the initial SWMP is approved by the TCEQ, the MS4’s initial annual report should include a description of what has been done to date, even if the SWMP has not yet been approved. The MS4 will receive credit for all BMPs implemented prior to and during the first permit year if they are described in the initial annual report.)*

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1	BMP 1.1-Distribute Stormwater Education Material	No Action required. Town has public education material at town hall.		9/01/13	Completed 6/11/14
1	BMP1.2-Stormwater Education	Town Engineer researching education material for website		3/01/14	In Progress
1	BMP1.3- River/Stormwater System Volunteer Cleanups			6/15/14	Completed
1	BMP1.4- Display SWMP on Town Website for Public Review and Comments	SWMP displayed on Town Hall and on Town Website		8/04/14	Completed 8/04/14
2	BMP2.1- Illicit Discharge & Illegal Dumping Ordinance	Enforce Current Ordinance		9/15/13	Completed 06/11/14
2	BMP2.2- Visual Inspection of Selected Stormwater Outfalls During Dry Weather	Town enforced current ordinance and Public Works Director performed visual inspection		5/15/14	Completed 6/11/14
2	BMB 2.3- Development of Storm Sewer Map Showing All Outfalls and Names of Waters of the United States	Town Map was updated and provided with annual report		12/31/14	Completed

2	BMB2.4-Educate To Employees, Business, and the General Public (Hazards Associated With Illegal Discharges to the System)	Town Engineer will research education material during Year 2			In Progress
3	BMP 3.1 - Implement/Maintain Ordinance and Enforcement Mechanism to Require Erosion and Sediment Control at site>1 Acre	Town Currently Enforces current ordinances requiring SW3P and Erosion Control Plans for sites larger than 1 acre		9/15/13	Completed 6/11/14
3	BMP 3.2 - Require Submittal of Construction Site SWPPP for Review by Town Staff	Town Currently Enforces current ordinances requiring SW3P and Erosion Control Plans for sites		9/15/13	Completed 6/11/14
3	BMP 3.3 - Implement Procedures for Construction Site Inspection of Runoff Controls	Town is researching a checklist for Erosion Control inspections. A Form was created in Year 2 – and inspection was performed with this new form during Year 2			In Progress
3	BMP 3.4 - Train Town Inspector in Conducting Proper Site Inspections	Public Works Director watched <i>Construction SWPPPs from A to Z Everything You Ever Wanted to Know and More!</i> Presenters: Nickos Singelis, EPA office of Wastewater Management; Barry Tanning, Tetra Tech; Kristine Karlson, US EPA Region 10. Video downloaded from EPA website.			Completed 10/15/2014

3	BMP 3.5 - Implement mechanism for contractor Comment and Procedures for Comment Consideration in regard to Runoff Control	Town will add a mechanism in the town website during year 2 for comments from contractors and public regarding erosion control and runoff control			In Progress
4	BMP 4.1 - Create and Distribute Educational Materials for Area Developers regarding Post-Construction Stormwater Controls	No action required during Year 1 - Town Engineer researching Post-Construction Stormwater Controls			In Progress
5	BMB 5.1- Assess Municipal Properties for Appropriate Stormwater Pollution Prevention Control	No illicit discharge or source of pollution was determined from the Year 1 inspection. Inspection form was generated on year 2 and inspected again. No illicit discharge or source of pollutant encountered.		9/15/13	Completed 6/01/14

Table 2 – Measurable Goals Status

MCM(s)	Measurable Goals Status	Success	Proposed Changes (Submit NOC as needed)
MCM(s)	Measurable Goals Status	Success	Proposed Changes (Submit NOC as needed)
1	BMP 1.1-Distribute Stormwater Education Material	Met Year 1 Goal	None
1	BMP1.2-Stormwater Education	In Progress	None
1	BMP1.3- River/Stormwater System Volunteer Cleanups	Met Year 1 Goal	None
1	BMP1.4- Display SWMP on Town Website for Public Review and Comments	Met Year 1 Goal	None
2	BMP2.1- Illicit Discharge & Illegal Dumping Ordinance	Met Year 1 Goal	None
2	BMP2.2- Visual Inspection of Selected Stormwater Outfalls During Dry Weather	Met Year 1 Goal	None

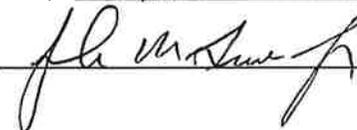
2	BMB 2.3- Development of Storm Sewer Map Showing All Outfalls and Names of Waters of the United States	Met Year 1 Goal	None
2	BMB2.4-Educate To Employees, Business, and the General Public (Hazards Associated With Illegal Discharges to the System)	In Progress	None
3	BMP 3.1 - Implement/Maintain Ordinance and Enforcement Mechanism to Require Erosion and Sediment Control at site>1 Ac	Met Year 1 Goal	None
3	BMP 3.2 - Require Submittal of Construction Site SWPPP for Review by Town Staff	Met Year 1 Goal	None
3	BMP 3.3 - Implement Procedures for Construction Site Inspection of Runoff Controls	Met Year 1 Goal	None
3	BMP 3.4 - Train Town Inspector in Conducting Proper Site Inspections	Met Year 1 Goal	None
3	BMP 3.5 - Implement mechanism for contractor Comment and Procedures for Comment Consideration in regard to Runoff Control	In Progress	None
4	BMP 4.1 - Create and Distribute Educational Materials for Area Developers regarding Post-Construction Stormwater Controls	In Progress	None
5	BMB 5.1- Assess Municipal Properties for Appropriate Stormwater Pollution Prevention Control	In Progress	None

B. 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): John M. Smith Jr.

Title: Town Administrator

Signature: 

Date: 6/22/15