

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040566

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

Annual Reporting Year Option Selected by MS4:

Calendar Year 2018

Permit Year _____

Fiscal Year: _____ Last day of fiscal year: (_____)

Reporting period beginning date: (month/date/year) 01/01/2018

Reporting period end date (month/date/year) 12/31/2018

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

A copy of the annual report was submitted to the TCEQ Region YES 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		All BMPs for Year 5 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. You may use the table below (**See Example 1 in instructions**):

The selected BMPs are appropriate for a town that is mostly a bedroom community 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 (Answer Yes or No, and explain.)
1	1.2	Yes, Town sees more views of stormwater education materials on the website as opposed to brochures retrieved at Town Hall.
2	2.3	Yes, storm map was updated. Additional culverts are inspected after every rain event and regularly during the dry season.
3	3.3	Yes, procedures and forms created for Construction Site Inspection of Runoff Controls
3	3.4	Yes, Public Works Director and Town Administrator became certified from the National Stormwater Center in 2017. No additional certifications in 2018.
4	4.2	Yes, 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 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**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
1	1.1 - Public Education	Stormwater education literature	Multiple brochures distributed – 7 hard copies picked up, count not available for online	Brochures	No - however the goal is that education of citizens will help to reduce trash and pollutants in the Town's waterways.
1	1.3 - River/ Stormwater System Volunteer Cleanups	Clean-Up event	"Great American Clean-Up" Event on March 24, 2018	Cleanup events	Yes – large cleanup event(s) are conducted each year, each of which directly reduces the trash-related pollutants that would otherwise make their way into waterways.
2	2.2 - Dry weather screening	Screening of outfalls	Multiple screenings per year	Inspections	Yes – screenings and inspections are conducted regularly so that any illicit discharges can be quickly identified and resolved to prevent/reduce pollution. There

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
					were no apparent pollutants or illicit discharges in the Town during Year 5.
4	5.4 – Storm Sewer Maintenance and Waste Disposal	Cleaning and maintaining of stormwater system	Cleaned and maintained after each rain event	Inspections and Maintenance	Yes – inspections, cleaning and maintenance of the storm sewer system helps clear system of debris, allows the system to perform as designed and prevents/reduces pollution.

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**):

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished, please explain
1	BMP 1.1 – Distribute stormwater education material targeting residents, commercial and visitors	Met goal – Digital copies of stormwater education literature and pollution prevention available on Town website. Brochures are available at Town Hall and replenished as needed. 7 brochures were picked up over the year (See attached – BMP 1.1). The Town has the SWMP Manual and Annual Reports available as links on website and hard copies at Town Hall for public review.

1	BMP 1.2 – Stormwater Education	Met goal – Links to SWMP, Year 1 Annual Report, Year 2 Annual Report, Year 3 Annual Report, Year 4 Annual Report and the following materials for public stormwater education and outreach are available on the Town website: TCEQ Oil-Recycling, TCEQ Water Quality Brochure, TCEQ Green Guide Yard Care (See attached – BMP 1.2)
1	BMP 1.3 - River/Stormwater System Volunteer Cleanups	Met goal – “Great American Clean-Up” on 3/24/18. 35 volunteers from 3 communities collected over 300 pounds of litter/debris/waste and over 84 pounds of recyclables. (See attached – BMP 1.3).
1	BMP 1.4 - Display SWMP on Town Website for Public Review and Comments	Met goal – Links to the SWMP, Year 1 Annual Report, Year 2 Annual Report, Year 3 Annual Report, and Year 4 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. No issues or reports received in 2018.
2	BMP 2.1 – Illicit Discharge & Illegal Dumping Draft Ordinance	Met goal – Illicit Discharge and Illegal Dumping Ordinances 3.07.084 adopted. No enforcements of ordinance were necessary over the year (See attached – BMP 2.1).
2	BMP 2.2 – Visual Inspection of Selected Stormwater Outfalls During Dry Weather	Met goal – Dry weather Inspection Form created. (See attached – BMP 2.2). Continue with current procedures. Observations were made during dry weather, but no incidents occurred.
2	BMP 2.3 - Conduct field verification of all remaining stormwater outfalls	Met goal – Storm map was updated (See attached – BMP 2.3)
2	BMP 2.4 - Educate Town Employees, Businesses, and the General Public About Hazards Associated With Illegal Discharges to the System	Met goal – Public education materials available through the Town’s website including NCTCOG IDDE Field Investigation Guide (See attached – BMP 2.4). Stormwater Illicit Discharge Complaint Log added to Town website. Also see BMP 1.1 and 3.5.

3	BMP 3.1 - Implement/maintain ordinance and enforcement mechanism to require erosion and sediment control at site > 1 acre	Met goal – Town Article 3.07.085 addresses enforcement mechanism to require erosion and sediment control. No enforcements of ordinance were necessary over the year (See attached – BMP 3.1).
3	BMP 3.2 - Require submittal of Construction Site SWPPP for review by town staff – Submit draft construction plan checklist	Met goal – Reviewed current Construction Plan Checklist located in the Town’s Engineering Manual. No revisions made (See attached – BMP 3.2). EPA’s SWPPP Inspection Report Template is available to be used by contractors/inspectors (See attached – BMP 3.2). 3 SWPPP books were written and submitted for construction projects over the course of the year (See 2 samples attached – BMP 3.2).
3	BMP 3.3 - Implement Procedures for Construction Site Inspection of Runoff Controls	Met goal – Construction Site Inspection Form and procedures created. Construction site inspections performed on 9/19 and 10/18 (See samples attached – BMP 3.3).
3	BMP 3.4 - Train Town Inspector in Conducting Proper Site Inspections	Met goal – Public Works Director and Town administrator became Certified Stormwater Inspectors through the National Stormwater Center on January 2017 (See attached – BMP 3.4). No other inspectors certified in 2018.
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. Created written procedures for addressing possible illicit discharge violations (See attached – BMP 3.5). No comments/feedback received in 2018.

4	BMP 4.1 - Implement and Maintain Hickory Creek Ordinance and Enforcement Mechanism to Require Post-Construction Stormwater Management in New Development and Redevelopment	<p>Met goal – Reviewed current ordinances. 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. No Revisions made.</p> <p>The Town has larger lots and bar ditches instead of major stormwater systems. The ditches act as bio-swales and the larger lots act as vegetated filters prior to entering a closed conduit storm system.</p> <p>No new developments were completed in 2018, so no post-construction management was required. Pre-Con and Post-Con SWPPP Checklist added to Town Website and distributed at all Pre-Con meetings.</p>
4	BMP 4.2 - Create and Distribute Educational Materials for Area Developers regarding Post-Construction Stormwater Controls	<p>Met goal – Town distributed education materials to contractors at pre-construction meetings.</p> <p>Town website now includes a link to <i>TCEQ How to Prepare SWPPP</i> and <i>Engineer’s Pre/Post-Construction Stormwater Checklist</i> for additional information (See attached – BMP 4.2).</p>
5	BMP 5.1 - Identify Possible Pollutant from Operation and Maintenance procedures at the Town owned properties	<p>Met goal –</p> <p>The Town has a “spill container” that includes materials needed for spill cleanup in one easily available and properly marked container. Procedures travel with kit (See attached – BMP 5.1).</p>
5	BMP 5.2 – Develop and Implement a Plan to Reduce Pollutants from Operation and Maintenance	<p>Met goal –</p> <p>The Town has a “spill container” that includes materials needed for spill cleanup in one easily available and properly marked container. Procedures travel with kit (See attached – BMP 5.1).</p>

	procedures at Town owned properties	
5	BMP 5.3 – Training to reduce possible pollutants. Identify possible sources of pollutants	Met goal – At pre-construction meetings, the Town provided Construction Checklist. (See attached – BMP 5.3)
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. Sample dry weather inspection conducted on 08-23-18 (See attached – BMP 5.4). The Stormwater System Maintenance Policy and Procedure that was created during Year 3 was implemented during for Year 5. Stormwater system to be cleaned and maintained according to an established schedule (After every event of more than 1" of rain as measured by the Town's rain gauge) (See attached – BMP 5.4)

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))

- August 23, 2018 (in addition to multiple dates)
Town performed visual inspection at the detention pond in the Steeplechase Phase III development. The detention pond appeared to be performing as designed without any inhibiting debris or illicit discharge/waste in the vicinity, therefore no corrective action was taken. This action helped to verify there were no discharge of pollutants to the MEP.
- September 19 and October 18, 2018 (in addition to multiple dates)
As part of the construction site SWPPP review process, site runoff was observed at Noble Oak along Turbeville Road and at Shadow Creek Phase II. Silt fences were observed to be in disrepair or not enough was installed, no warning citation was issued on the basis that silt fence was repaired or additional silt fence was installed the next day. In addition, curb inlet

protection, grate protection, soil stabilization, and other site-specific erosion and silt controls were inspected for proper installation and operation. Corrective actions were taken as needed. These regular visual inspections and corrective actions helped to reduce the discharge or pollutants to the MEP.

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)) **NOT APPLICABLE**
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)): **NOT APPLICABLE**
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)): **NOT APPLICABLE**

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

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)): **NOT APPLICABLE**

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark

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)): **NOT APPLICABLE**

Description of bacteria-focused BMP	Comments/Discussion

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)): **NOT APPLICABLE**

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

Benchmark Indicator	Description/Comments

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)):

MCM(s)	BMP	Stormwater Activity	Description/Comments
2	2.2	Visual Inspection of Stormwater Outfalls During Dry Weather	Conduct additional dry weather inspections throughout the year.

MCM(s)	BMP	Stormwater Activity	Description/Comments
2	2.4	Illicit discharge education	Identify and share additional educational materials that can raise community awareness of what constitutes an illicit discharge violation.
3	3.2	Construction Site Plan checklist	Continue to document construction site monitoring using the construction site checklist.
4	4.1	Post-Construction Stormwater Management	Implement the ordinance and enforcement mechanism to require post-construction stormwater management for completed new developments, for several developments slated for completion during 2019.

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)

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.

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

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)). **NOT APPLICABLE**

BMP	Description	Implementation Schedule (Start Date etc.)	Status / Completion Date (completed, in progress, not started)

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:

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: _____

I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4 (Notices of intent and site notices received; Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(h)) 4 – Shadow Creek Phase II; Steeple Chase Phase III; Sycamore Bend Trail; Point Vista Road and Turbeville Road Phase I Reconstruction

2a. Does the permittee utilize the optional 7th MCM related to construction?

___ Yes X 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): John Smith Title: Town Administrator

Signature:  Date: 3/27/19

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).