



March 28, 2024

Texas Commission on Environmental Quality
Stormwater 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, TX
TPDES Permit Authorization: TXR040566

Dear Team Leader:

This letter serves to transmit the required annual report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040566 for Town of Hickory Creek, TX.

The annual report is for Year 5. The reporting period began on January 1, 2023 and ended December 31, 2023.

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 report has also been mailed to TCEQ's regional office 4 in Fort Worth, Texas.

Sincerely,

HALFF

TBPELS Engineering Firm No. 312

A handwritten signature in black ink, appearing to read "Kevin J. Gronwaldt".

Kevin J. Gronwaldt, PE
Consulting Engineer for the Town of Hickory Creek

C: John Smith – Town Manager
Jeffrey McSpedden – Director of Public Works



Phase II (Small) MS4 Annual Report Requirements and Template

2019 TPDES General Permit Number TXR040000

Within 90 days of the end of each reporting year, operators of regulated Phase II Municipal Separate Storm Sewer Systems must submit an annual report to the Texas Commission on Environmental Quality. The reporting year may be the 12 months concurrent with the permit effective date, the permittee's fiscal year, or the calendar year. The reporting year selected must be identified in the original permit application submitted and remain consistent throughout the entire 5-year permit term. The annual report must describe activities conducted during the previous reporting year. If two or more MS4s share a common Stormwater Management Program (SWMP), all permittees must contribute to a system-wide annual report. Each permittee must sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

Report Content

Refer to Part IV,B.2 of the MS4 General Permit TXR040000 for annual report requirements.

Submit the annual report with a cover letter to ensure that the report reaches the Stormwater Team. See cover letter template (Example 5) of the instructions. The annual report must be submitted to the following address:

Texas Commission on Environmental Quality
Stormwater Team Leader (MC-148)

P.O. Box 13087
Austin, Texas 78711-3087

Note: An annual report must be submitted even if the SWMP has not yet been approved by the TCEQ. A copy of the annual report must also be submitted to the appropriate TCEQ regional office.

In addition, if the permittee has a public website, the SWMP and annual report, or a summary of the annual report, must be posted on the permittee's website. The SWMP must be posted no later than 30 days after the approval date, and the annual report no later than 30 days after the due date.

A. General Information

1. Provide the:

- assigned authorization number TXR040{XXX}
- reporting year (1, 2, 3, 4, or 5)
- reporting option selected (i.e. calendar year, permit year, or fiscal year with last day of fiscal year [MM/DD])
- beginning and end dates (MM/DD/YYYY to MM/DD/YYYY) of the annual reporting period
- MS4 operator level:
 - traditional small MS4s – level is based on the population served within the 2010 Urbanized Area (See Part II.A.5 of TXR040000 to determine MS4 level)
 - non-traditional small MS4s – *all* non-traditional small MS4s are categorized as *Level 2* regardless of population served within the Urbanized Area. These include counties, drainage districts, transportation entities, military bases, universities, colleges, correctional institutions, municipal utility districts, and other special districts
- name of the permittee (owner/operator of the MS4, i.e. municipality, water district, etc.)

- name, telephone number, mailing address, and e-mail address for the appropriate contact person

B. Status of Compliance with the MS4 GP and SWMP

The purpose of the annual report is to inform the TCEQ of the status of compliance with permit conditions and the approved SWMP, including the appropriateness of each best management practice (BMP) and the progress towards achieving the measurable goals for each BMP utilized or implemented during the reporting year. Please model the reported information after the examples provided.

1. The report must include the status of compliance with permit conditions according to Part IV and V of the permit. Include compliance with the TCEQ-approved SWMP, compliance with recordkeeping and reporting requirements, compliance with permit eligibility requirements, and compliance with conducting an annual review of its SWMP in conjunction with preparation of the annual report as required in Part II E.4.
2. Each MS4 is required to assess the appropriateness of each BMP in reducing the discharge of pollutants to the maximum extent practicable (MEP). Provide a detailed assessment of the appropriateness of the selected BMPs, including whether any of the selected BMPs are not appropriate. This information may be included in a tabular format as provided in the form (**see Example 1 – BMP Status**).
3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the maximum extent practicable (MEP). If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. This information must be presented in a tabular format as provided in the form (**see Example 2 – Pollutant Reduction Analysis**).
4. Measurable goals are objective markers or milestones the MS4 will use to track the progress and effectiveness of BMPs in reducing pollutants to the MEP. Provide an assessment of the appropriateness of the implementation of the measurable goals of each minimum control measure (MCM) and an evaluation of the success of implementation, including any obstacles or challenges in meeting the SWMP schedule, etc. (**see Example 3 – Measurable Goals Status**).

C. Stormwater Data Summary

Provide a summary of the results of information collected and analyzed during the reporting period, including monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct monitoring of stormwater quality, conduct visual inspections, clean the inlets, look for illicit discharge, etc.

D. Impaired Waterbodies and Total Maximum Daily Loads

If the receiving water body is listed as impaired in the latest Clean Water Act 303(d) list, or has an approved TMDL and is listed in the most recently approved **Texas Integrated Report Index of Water Quality Impairments**, refer to Part II.D for additional information about limitations on permit coverage, compliance with water quality standards, TMDL compliance requirements, and prohibited discharges (Edwards Aquifer Recharge Zone, specific watersheds, etc.).

Impaired waters are those that do not meet applicable water quality standards and are listed in the latest Clean Water Act 303(d) list or in the latest Texas Integrated Report Index of Water Quality Impairments. Pollutants of concern are those for which the water body is listed as impaired or has an approved TMDL. New sources or new discharges of the pollutant(s) of concern to impaired waters are not authorized by the permit unless otherwise allowable under 30 TAC Chapter 305 and applicable state law.

To determine if your receiving water has been listed as impaired, refer to the most recent **Texas Integrated Report Index of Water Quality Impairments** on the TCEQ website at < [Texas List of Impaired Waters](#) >.

Categories 4 and 5 together comprise the list of all impaired waters. Category 4 includes impaired waters for which TMDLs have already been adopted, or for which other management strategies are underway to improve water quality. Category 5 of the Integrated Report comprises the 303(d) List.

A TMDL is the maximum amount of a water quality contaminant that can be discharged into a body of surface water on a daily basis without causing an exceedance of surface water quality standards. For more information about TMDLs go to: < [TMDL Program](#) >.

For specific information on segments with TMDLs adopted by the TCEQ go to:

< [Segments with TMDLs](#) >.

Note: Discharges of pollutant(s) of concern to impaired water bodies for which there is a TMDL implementation plan (I-Plan) are not eligible for coverage under this general permit unless they are consistent with the approved TMDL and the I-Plan. In order to be eligible for permit coverage, MS4 operators must incorporate into their SWMP the limitations, conditions, and requirements applicable to their discharges, including monitoring frequency and reporting as required by TCEQ rules. For discharges not eligible for coverage under this general permit, the discharger must apply for and receive an individual TPDES permit.

1. Determine each year if any receiving water body within the permitted area was added to the latest EPA-approved 303(d) list or the *Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d)*. Within two years following the approval date of the new list(s) of impaired waters, include any newly listed waters in the annual report and SWMP.
2. If applicable, explain in the worksheets any activities taken to address the discharge to impaired waterbodies, including any in-stream or outfall sampling results or other available data (include the source of the data) and a summary of the small MS4's BMPs used to address the pollutant of concern. Data may be acquired from the TCEQ, local river authorities, partnerships, and/or other local efforts as appropriate.
3. Include information about implementing targeted controls as required in Part II. D.4(a).
4. Report the benchmark and assessment activities. Annual reports should include the benchmark and the year(s) during the permit term that the MS4 conducted additional sampling or other assessment activities as required in Part II.D.4(a).
5. Add an analysis of how the selected BMPs will be effective in contributing to achieve the benchmark as required in Part II.D.4(a)(2).
6. Implement focused BMPs to address impairment for bacteria as required in Part II.D.4(a)(5).

7. Assess progress in achieving the benchmark as required in Part II.D.4(a)(6).

E. Stormwater activities next reporting year

Use the table provided to describe any stormwater activities the MS4 operator has planned for the next reporting year as required in Part II.B.2(d).

F. SWMP Modifications and Additional Information

1. All permittees shall annually review, and update as necessary, the SWMP and MCM implementation procedures required by Part III.A.2 and Part IV.B.2(e).
2. If changes have been made or are proposed to the SWMP, those modifications must be addressed in the annual report as required in Part IV.B.2 of the permit. If the TCEQ has notified you in writing that changes to the SWMP are necessary, those changes must be included in the report. Be sure to provide the following information in the explanation (**see Example 4 – SWMP Modifications**):
 - i. Describe changes made to or proposed for the SWMP during the reporting year, including changes to BMPs, measurable goals, dates, contacts, procedures, or details during the permit year.
 - ii. 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.

Note: A Notice of Change (NOC) is required if revisions are proposed to a SWMP already approved by the TCEQ. If the initial SWMP has not been approved, submit a letter describing the change(s) so that information may be considered during the SWMP review process. **If an NOC is required, it must be submitted separately to the address shown on the NOC form. Do not attach the NOC form to this report.**

G. Additional BMPs

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 as required in Part IV.B.2(f).

H. Additional Information

1. Indicate if the MS4 is relying on another entity to satisfy some of the permit obligations. Include the name of the other entity and an explanation of the elements of the SWMP that the entity is responsible for implementing as required in Part IV.B.2(g). A description of the agreement or written documentation of the agreement must be included in the SWMP.
2. If permittees share a common SWMP, list all associated authorization numbers, permittee names, and SWMP responsibilities of each permittee. Add more spaces or pages if needed.
3. Indicate if this is a system-wide annual report including information for all permittees. If "Yes," all represented permittees must sign the report in accordance with signatory requirements. The regulation governing who may sign an application form is at 30 Texas Administrative Code (TAC) §305.128.

I. Construction Activities

1. Provide the number of construction activities that occurred in the jurisdictional area of the MS4 where the permittee was not the construction site operator as required in Part IV.B.2(i). This may be the actual number of Large Site Notices and Small Site Notices submitted to the MS4 operator by construction site operators.
2. Does the permittee utilize the seventh MCM related to construction? To answer "Yes," this must have been requested on the Notice of Intent (NOI) or on an NOC and approved by the TCEQ.
 - If "Yes," then provide information about the number of municipal construction activities authorized under this general permit during the reporting period and the total number of acres disturbed for municipal construction projects.

J. Certification

The annual report must be signed by a principal executive officer or ranking elected official, or by a duly authorized representative as referenced in 30 TAC §305.128. The Delegation of Signatories to Reports (TCEQ Form 20403)

can be located by visiting TCEQ's < [FORMS](#) > Web page and entering the form number.

For shared SWMPs, it is acceptable to submit separate signature pages for each operator participating in the shared SWMP, along with one copy of the system-wide annual report.

All certification pages must include an original, wet ink signature. Photocopies, scanned pages, and electronic signatures cannot be accepted.

Example 1– BMP Status

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
2: Illicit Discharge Detection and Elimination	Map all outfalls and all water bodies receiving discharges from the MS4	Yes, identified 10 new sources and eliminated 2.
2: Illicit Discharge Detection and Elimination	Perform field screening of outfalls	Yes, there was an increase in illegal discharge detection through screening.
3/4: Construction Site Control and Post-Construction Site Control	Implement stormwater ordinance for construction and post-construction runoff control	Yes, there were reductions in sanitary sewer overflows (SSOs).

5: Pollution Prevention & Good Housekeeping for Municipal Operations	Train all public works and streets staff	Yes, conducted 5 educational opportunities for staff.
6. Industrial stormwater sources – if applicable	Inspect industrial facilities	Yes, there was a decrease in illegal dumping into water bodies.

Example 2 - Pollutant Reduction Analysis

MC M	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)

1	1.1 Public education	Utility bill stuffers	300	Brochures	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter, hence pollutants.
2	2.4 Dry weather screening	Outfalls	20	Inspection s	Yes. When illicit discharges are observed, immediate action can be taken to remove the pollutant and track the source.

3	3.3 Constructio n site inspection	Construction sites	5	Inspection s	Yes. By inspecting the contractor- owned construction sites, we can evaluate if proper BMPs are in place to reduce sediment discharge and erosion.
4	4.8 Constructio n plan review	Plans	5	Reviews	No. The pollutants will be reduced over time as the permanent post- construction BMPs are utilized.

Example 3 – Measurable Goals Status

MCM	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
1	Provide utility bill inserts to each utility customer at least once each year	Met goal – mailed 86,192 inserts with March monthly utility bill.
1	Conduct one public meeting or city-wide cleanup day each year	Exceeded goal- conducted one public meeting and two cleanup days.

2	Map 25% of outfalls and 50% of receiving waters during Year 1 (same as milestone)	Met goal – mapped 20 outfalls out of 80 and 3 of 5 receiving waters.
3	Perform site inspections on 25% of all active construction sites	Did not meet goal - number of construction sites in city was far above normal for the year. Inspected 20% - 137 out of 548.
3	Respond to 100% of construction complaints received	Met goal – responded to 193 of 193 construction activity complaints.
4	Review all site plans submitted for new development projects	Met goal – reviewed 127 of 127 site plans submitted.
5	Sweep 50% of roads each year	Exceeded goal – swept 80% of all city streets.
5	Send two employees each year to a stormwater training workshop	Met goal – two employees attended stormwater training this year.
6	Inspect 5 industrial facilities	Met goal – inspected 5 industrial facilities.

Example 4- SWMP Modification

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
3	Measurable Goal - perform site inspections on 25%	Revise goal to perform site inspections on 25% of all active construction sites, or a minimum of 50 sites per year. Submitted separate NOC on 3/14/2015.

	of all active construction sites	
5	Measurable Goal-update inventory list quarterly	Revised Goal – update inventory list annually. Submitted separate NOC on 3/14/2015.
1	BMP 1.8	Change the implementation schedule from January 2015 to completion in May 2015 due to staff changes. Submitted Separate NOC on 01/05/2015.
2	BMP 2.4	Delete ineffective BMP – Dye Testing, and replace with effective BMP - Smoke Testing, to identify sanitary sewer system leaks. Submitted separate NOC on 06/12/2015.

Example 5 – Cover Letter Template

Submit on letterhead, and include:

- the mail date of the letter and report;
- the MS4 name and authorization number;
- the TCEQ region number where the MS4 sent a copy of the annual report; and
- the name(s) and authorization number(s) of other MS4s contributing to the SWMP if applicable.

Letterhead

{Date of Letter}

Texas Commission on Environmental Quality
Stormwater Team Leader (MC-148)
P.O. Box 13087

Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for *{Name of Small MS4}*
TPDES Authorization: TXR040 *{include MS4's unique 3-digit
authorization number}*

Dear Team Leader:

This letter serves to transmit the required annual report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040{XXX} for the {name of the Small MS4}.

The annual report is for Year_____ (select the appropriate number 1, 2, 3, 4, or 5). The reporting period's beginning month/day/year and ending month/day/year.

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

The Notice of Change was submitted to TCEQ's Applications Review and Processing Team (MC-148): (Select the addressed used)

BY REGULAR U.S. MAIL:

Texas Commission on Environmental Quality
Applications Review and Processing Team (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

BY OVERNIGHT/EXPRESS MAIL:

Texas Commission on Environmental Quality
Applications Review and Processing Team (MC-148)
12100 Park 35 Circle
Austin, TX 78753

As required by the general permit, a copy of the report has been mailed to the TCEQ's regional office *{number}* in *{city}*, Texas.

Sincerely,

{Name and Title}

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: 2023

Permit Year: _____

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

Reporting period beginning date: (month/date/year) 01/01/2023

Reporting period end date: (month/date/year) 12/31/2023

MS4 Operator Level: 1 Name of MS4: Town of Hickory Creek

Contact Name: Jeffrey McSpedden Telephone Number: 469-576-5094

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

E-mail Address: jeffrey.mcspedden@hickorycreek-tx.gov

A copy of the annual report was submitted to the TCEQ Region: YES Region the annual report was submitted to: 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.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 current year 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		The permittee meets the eligibility requirements of the permit
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		The permittee conducted an annual review of its SWMP and conducts reviews regularly with new construction.

2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below to meet this requirement (**see Example 1 in instructions**):

The selected BMPs are appropriate for a Town that is largely a bedroom community with a limited budget. There are no industrial areas in Town, and therefore there are lower possibilities to discharge pollutants to the Town’s stormwater systems and receiving waters, with the main focus on controlling development construction activity discharges and runoff. With the Town’s proximity to Lake Lewisville, the Town maintains a high focus on eliminating discharge pollutants and litter from boating and park activities.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1	BMP 1.2 – Stormwater Messages(s) with Links on Town of Hickory Creek Website	Yes, the Town has found that sharing information via the Town website and social media accounts is a more effective way to get information out to the public than giving out brochures at Town Hall. Having the information readily available on the website, Facebook, and other web-based locations increases the likelihood residents will access the material and take steps to reduce pollutants. Town has a link to COG for additional educational material.
2	BMP 2.3 – Development of Storm Sewer Map Showing All Outfalls and Names of Waters of the United States	Yes, having an updated storm system map helps Town staff identify locations to inspect regularly for debris an illicit discharges. Storm Outfall and Detention/Retention Pond Locator Map was developed in Year 5.
3	BMP 3.2 - Require Submittal of Construction Site SWPPP for Review by Town Staff	Yes, requiring SWPPPs ensures construction operators include appropriate BMPs for reducing pollution from construction sites.

3	BMP 3.3 - Conduct Construction Site Inspections of Runoff Controls	Yes, conducting construction site inspections reduces pollutant in stormwater by ensuring proper erosion prevention and sediment control measures are in place and functioning. SWPPP inspections for the 2023 Sidewalk Extension municipal project and at the Sycamore Cove, Lennon Creek, The Olana Resort, Alpha Omega, Hickory Creek Multiufamily, and The Learning Center construction sites resulted in regular maintenance of BMPs.
4	BMP 4.2 – Conduct Inspections of Post-Construction Stormwater Management Control Measures	Yes, regular inspections of post-construction stormwater controls ensure they remain functional, which reduces the chances of pollutants entering the storm system.
5	BMP 5.1 – Train Town Staff and Contractors on Pollution Reduction from Town-Owned Facilities and Operations	Yes, training Town staff and contractors on procedures for detecting possible pollutants helps reduce pollution in the stormwater system.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**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 – Distribute Stormwater Educational Material	Stormwater education literature	Multiple brochures distributed online/via social media, only actualized record counting is “likes” or comments.	Website visits, “Likes”, or Comments on social media posts.	No - however the goal is that education of citizens will help indirectly reduce trash and pollutants in the Town’s waterways. The educational materials have been reviewed and updated. The Town has a link to COG, which updates monthly, on their website.

1	1.3 – Public Participation Events	Clean-Up events	5	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. The Town’s largest this year was an Arbor Day Clean-Up held on November 4 th 2023. Other events included the Thousand Hills Church Cleanup in July 2023, Phil Chessmore’s Clean-up in November 2023, the “Clear Texas Lakes” clean-up in March 2023, and Boy Scout Troop 336 clean-up event in April 2023. Smaller monthly events are held with local Scout troops.
2	2.2 – Visual Inspection of Selected Stormwater Outfalls During Dry Weather	Screening of outfalls and culverts	Multiple screenings per year	Inspections	Yes – screenings and inspections are conducted regularly during dry weather so that any illicit discharges can be quickly identified and resolved to prevent or reduce pollution. There were no pollutants or illicit discharges identified in the MS4 in 2022.
3	BMP 3.2 – Require Submittal of Construction Site SWPPP for Review by Town Staff	SWPPPs submitted by construction operators	1	SWPPPs	Yes, requiring the submittal of SWPPPs for all construction sites greater than 1 acre ensures adequate BMPs are in place to reduce pollutants from entering the storm system.

4	BMP 3.3 - Conduct Construction Site Inspections of Runoff Controls	Inspections reports of construction sites	12	Inspections	Yes, regular inspections of construction site BMPs ensures BMPs are functional and prevent pollutants from entering the storm system.
5	BMP 4.2 - Conduct Inspections of Post- Construction Stormwater Management Control Measures	Inspection of post-construction sites	2	Inspections	Yes, conducting inspections of post-construction stormwater controls will help identify possible pollutants and reduce pollution in the stormwater system.
6	BMP 5.1 - Inspect and Prevent Pollution from Town- Owned Facilities and Operations	Inspections of Town-owned facilities and operations	Frequent inspections of facilities	Inspections and Maintenance	Yes - inspections to prevent pollution from Town facilities and operations helps ensure no pollutants are discharged. In 2023, the Town's new fuel barrier containment system for their diesel storage and gasoline storage tanks to contain potential spills was inspected regularly and a new receptacle to the system was installed.

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 Educational Materials	<p><u>Distribute SWPPP information to developers</u> Goal met. SWPPP requirements were discussed during preconstruction meetings at 100% of preconstruction meetings in 2023. The Town mandated an agenda item for all pre-construction meetings that proactively outlines SWPPP requirements unique to each specific project.</p> <p><u>Distribute stormwater management information events</u> Goal met. Physical copies are available at the Town entrance with reviewed and updated relevant information. Digital copies of stormwater education literature and pollution prevention are available on the Town website via NCTCOG, and a near-monthly social media post was sent with link to UTRWD’s newsletter discussing water, wastewater and pollution management.</p> <p><u>Distribute printed stormwater management information at events</u> Goal met. Brochures are available at events and at Town Hall and replenished as needed. One of the events held in 2023 was the Arbor Day Clean-Up Event held on November 4, 2023.</p> <p><u>Distribute stormwater management information to employees</u> Goal met. Electronic stormwater management information was distributed to at least 75% employees via mass email. Town staff received email with instructions to attend SWMP course. All Town Public Works staff attended a SWMP course and/or renewed certifications in 2023.</p> <p><u>Present stormwater management information to the business community</u> Goal met. Stormwater management presentation completed in Permit Year 4 that was sent out electronically to Town Council and EDC, and was distributed January 10th, 2022. See link to presentation: https://www.youtube.com/watch?v=XGpwGjYNfX4&list=PLaI4brzuhCjnxAttr-SjbIvDRWcBZljaFz&index=4</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1	BMP 1.2 – Stormwater Messages(s) with Links on Town of Hickory Creek Website	<p><u>Make SWMP and Annual Reports available to public</u> Goal met. Links to SWMP and Annual Reports are available on the Town website.</p> <p><u>Make stormwater information available on Town website</u> Goal met. Link to NCTCOG showing new fact sheets is available on the Town’s website. The Town maintains public stormwater education and outreach on the Town website, including: TCEQ Oil-Recycling, TCEQ Green Guide Yard Care, US EPA How to Prepare a SWPPP.</p>
1	BMP 1.3 – Public Participation Events	<p><u>Hold citizen clean-up event</u> Goal exceeded. Arbor Day Clean-Up Event was held on November 4th 2023 and publicized on the Town’s social media. Four (4) other clean-up events were hosted or facilitated by the Town. The local Boy Scout troops also helped with clean ups monthly throughout the year. The Town was given the KBB Silver Recognition in 2022. The Town maintains good standing with “Keep Hickory Creek Beautiful in 2023, achieved “Tree City USA” status for the 15th year in a row, and received the “Growth Award” for 2023 from the same Arbor Day Foundation Program.</p> <p><u>Provide opportunity for household hazardous waste disposal</u> Goal exceeded. Household hazardous waste collection is a service that the Town provides at regular trash collections through their solid waste contract with Republic Services. The service is provided to residents by an on-call basis and notice of the service was posted on the Town’s social media in 2023. The Town maintains information regarding this service on the Town website. Additionally, individual lithium battery disposal and e-cigarette disposal bins were added at Town Hall in 2023.</p> <p><u>Provide opportunity for prescription drug disposal</u> Goal met. A collection bin for unused prescription drugs remains available all year at Town Hall. The bin was emptied quarterly by the Police Department. The Town has a link to information for medical waste disposal and any requested pickups.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1	BMP 1.4 - Display Stormwater Management Program on Town Website for Public Review and Comment	<p><u>Provide opportunity to comment on SWMP</u> Goal met. The Public Works Director email and contact information is posted on the Town website for public comments and concerns regarding the Stormwater Management Program and its implementation. Town added a GoGov survey for public feedback to website in 2023.</p> <p><u>Document and follow up on public review comments</u> Goal met. 100% of comments/concerns received in past years were documented and responded to by the Town. No comments were received in 2023.</p>
2	BMP 2.1 – Enforce Town Ordinance and Procedures to Prohibit and Remove Illicit Discharges	<p><u>Enforce Town ordinance</u> Goal met. Town’s Illicit Discharge and Illegal Dumping ordinances were maintained and enforced in 2023. No enforcement actions were necessary in 2023.</p> <p><u>Review Town ordinance</u> Goal met. The Town continues to review ordinances.</p>
2	BMP 2.2 – Visual Inspection of Selected Stormwater Outfalls During Dry Weather	<p><u>Inspect outfalls in dry weather conditions</u> Goal met. 100% of known outfalls were inspected in 2023 during dry weather conditions. Inspections forms have been tabulated. As new outfalls are discovered, they will be added to the list to be inspected.</p> <p><u>Investigate and take corrective action</u> Goal met. There were no illicit discharges or pollutants detected during inspections in 2023. The Town performs preventative maintenance on a trash collector at a storm sewer outfall near the intersection of Turbeville and Point Vista. The Town continued to use Dry weather Inspection Form created in 2018.</p>
2	BMP 2.3 – Development of Storm Sewer Map Showing All Outfalls and Names of Waters of the United States	<p><u>Update outfall map</u> Goal met. Map reviewed and all new outfalls from 2021 were added. A revision to add new outfalls from 2022-2023, as well as showing known drainage systems is not shown, but is in progress.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
2	BMP 2.4 – Spill Control and Response	<p><u>Review spill control and response procedures</u> Goal met. The Town continues to use a “spill container” that includes materials needed for spill cleanup in one easily-available and properly marked container along with procedures that travel with the kit. No spills and container is maintained regularly.</p> <p><u>Communicate spill control and response procedures to staff</u> Goal met. Spill control and response procedures were verbally explained to 100% of the Public Works Town Staff. New staff is trained as needed.</p>
2	BMP 2.5 – Public Reporting	<p><u>Respond to comment and questions</u> Goal met. No comments or questions were received in 2023. The complaints/comments are documented in a standard form.</p>
3	BMP 3.1 – Maintain Hickory Creek Town Ordinance and Enforcement Mechanism to Require Erosion and Sediment Controls at Construction Sites >1 Arce	<p><u>Investigate potential violations of ordinance</u> Goal met. No complaints were received in 2023.</p> <p><u>Review Erosion and Sediment Control ordinance</u> Goal met. The Town continues to review the ordinance. No revisions were needed in 2023.</p>
3	BMP 3.2 - Require Submittal of Construction Site SWPPP for Review by Town Staff	<p><u>Require SWPPPs for construction projects >= 1 acre</u> Goal met. SWPPPs were required for 100% of construction sites in 2023. There were two new sites and one municipal sidewalk project greater than 1 acre. Two sites from 2022 had SWPPPs that were maintained through 2023.</p> <p><u>Review construction project SWPPPs</u> Goal met. 100% of SWPPPs were reviewed in 2023 to ensure compliance with the Town ordinance.</p> <p><u>Document construction project SWPPPs</u> Goal met. Five SWPPPs, 2023 Sidewalk Extension, The Olana Resort, Sycamore Cove, Lennon Creek, and HC Multifamily, were reviewed and documented in 2023.</p> <p>EPA’s SWPPP Inspection Report Template is available to be used by contractors/inspectors.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
3	BMP 3.3 - Conduct Construction Site Inspections of Runoff Controls	<p><u>Enforce the existing ordinance</u> Goal met. Existing ordinance was enforced in 2023. Construction inspections were conducted at least twice per month during active construction.</p> <p><u>Conduct inspections after rain events</u> Goal met. Construction site inspections were completed within 3 days after for all rainfall events with more than one inch of rain.</p> <p><u>Review and update procedures</u> Goal met. The Town reviews the Construction Inspection procedures, schedule, and checklist regularly throughout the year.</p> <p><u>Train Town inspectors</u> Goal exceeded. All town inspectors are trained and certified in procedures for ensuring construction site has required stormwater runoff controls in 2023. One staff member attended/completed the Certified Stormwater Inspector course in 2023, all remaining staff (2) have renewed and are current through 2028.</p> <p><u>Respond to comments and questions</u> Goal met. No comments were received in 2023.</p>
3	BMP 3.4 - Mechanism to Receive Comments	<p><u>Provide email for comments on Town's website</u> Goal met. Town website provides email link and contact information for reporting and comments.</p> <p><u>Respond to comments from general public</u> Goal met. No comments/feedback were received from the general public in 2023.</p> <p><u>Respond to comments from contractors</u> Goal met. No comments/feedback were received from contractors through the development in 2023.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
4	BMP 4.1 - Maintain Hickory Creek Ordinance and Enforcement Mechanism to Require Post Construction Stormwater Management in New Development and Redevelopment Sites >1 Acre	<p><u>Enforce existing ordinance</u> Goal met. The current ordinance was enforced, and no violations were documented in 2023.</p> <p><u>Review and update ordinance</u> Goal met. The Town continues to review the ordinance. No revisions were needed in 2023.</p>
4	BMP 4.2 - Conduct Inspections of Post-Construction Stormwater Management Control Measures	<p><u>Develop procedures for inspecting controls</u> Goal exceeded. The Town has implemented a visual inspection plan performed a minimum of once per month, with the additions of Alpha Omega, The Olana Resort, and HC Multifamily, more than 75% are inspected. The Town achieved their goal from Year 4 of creating a detention/retention pond inventory, both public and private, and locator map of all such ponds around Town.</p>
5	BMP 5.1 - Inspect and Prevent Pollution from Town-Owned Facilities and Operations	<p><u>Inspect Town-owned facilities</u> Progress made. Town inspected all Town-owned facilities weekly in 2023; however, inspections were not documented. No new pollutants identified in 2023.</p> <p><u>Document corrective action taken</u> Goal exceeded. No corrective action was needed in 2023. Preventative action to prevent potential pollution was taken following inspections. The Town has implemented a Barrier Containment system for its diesel and gasoline storage tanks to contain potential spills. The gas/fuel expected from the previous year is being picked up by the containment system. A new containment receptacle was installed in 2023.</p> <p><u>Review and revise procedures</u> Goal met. The Town continues to review the inspection and prevention procedures through 2023.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
5	BMP 5.2 – Train Town Staff and Contractors on Pollution Reduction from Town-Owned Facilities and Operations	<p><u>Train Town staff</u> Goal Met. All Public Works employees are verbally trained on pollution prevention. The Public Works Director held a “Toolbox Talk” on how to reduce pollutants in 2022. The training was given when the fuel containment system went live. Mass email was sent out to all Public Works staff in 2023.</p> <p><u>Provide training material to contractors</u> Goal Met. Pollution reduction training was given to all new contractors, as needed, from Town staff and inspectors in 2023.</p> <p><u>Review and revise training materials</u> Goal met. The Town continues to review training materials on pollution reduction. A goal The Town had for 2022 was the creation of a training materials pamphlet to distribute to staff. The goal was met. Mass email sent out with latest training material in 2023.</p>
5	BMP 5.3 – Written Policy, Procedures, and Schedule for Periodic Inspection and Maintenance of Stormwater System	<p><u>Continue inspections under current procedures</u> Goal met. All inspections were done under the current policy, procedures, and schedule in 2022. Cleaned out trash collector on Point Vista quarterly. The Town plans to schedule a vac truck for 2024 report to remove all silt and sediment. 2023 Sidewalk Extension, The Olana Resort, Alpha Omega, The Learning Center, and HC Multifamily were also inspected in 2023. Trash receptacles were add along Turbeville Road.</p> <p><u>Document inspections</u> Goal not met. Inspection follow-up action items were not documented for the trash collector cleanout. The Town will use the SWI (Stormwater Inspection) form on the next cleanout that uses the vac truck.</p>

C. Stormwater Data Summary

The MS4 maintained a regular schedule of inspecting and cleaning the stormwater system by Town staff. The MS4 also conducted one (1) community clean up event (Arbor Day Cleanup) and four (4) Town-sponsored clean up events that netted over **59** bags of trash that could have otherwise ended up in the stormwater system. The MS4 conducted construction inspections of the seven (7) active construction sites in 2023, resulting in regular maintenance of runoff controls by the contractor. Visual inspections of Town-owned facilities were completed and no illicit discharges were found.

D. Impaired Waterbodies

1. Identify whether an impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly identified impaired waters below by including the name of the water body and the cause of impairment.

No impaired waters were added to the permit area in 2023.

2. 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. [N/A](#)
3. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL. [N/A](#)
4. Report the benchmark identified by the MS4 and assessment activities: [N/A](#)

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

5. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark: [N/A](#)

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark

6. If applicable, report on focused BMPs to address impairment for bacteria: [N/A](#)

Description of bacteria-focused BMP	Comments/Discussion

7. Assess the progress to determine BMP’s effectiveness in achieving the benchmark.

NOT APPLICABLE

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

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

Benchmark Indicator	Description/Comments

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1.1	Public Education and Outreach	Review educational materials and update as needed. Remove irrelevant or outdated materials. New Public Works staff to attend SWMP course.

1	1.3	Public Education and Outreach	Stormwater system voluntary cleanups will be conducted again in 2024. Town will continue to publicize household hazardous waste collection service and unused prescription drug disposal bin on Town's social media and website.
1	1.4	Public Education and Outreach	Town will post updated information on its website as it becomes available.
2	2.3	Illicit Discharge Detection & Elimination	Town will update the Storm System and Outfall Map for easier input of inspections.
2	2.5	Illicit Discharge Detection & Elimination	Ensure public reporting process is available on the Town's website and educate Town staff on reporting procedures.
3	3.3	Construction Site Runoff Controls	Review procedures for construction site inspection of runoff and revise as needed. Document number of inspections and corrective actions taken. CSI certifications will be renewed as needed.
4	4.2	Post Construction Stormwater Management	Develop and inventory of control measures, inspect control measures, and document inspections and corrective actions.
5	5.1	Pollution Prevention & Good Housekeeping	Document inspections of Town facilities and corrective actions taken, if any.
5	5.2	Pollution Prevention & Good Housekeeping	Continue to provide training materials to be distributed electronically or in person to Town employees.
5	5.3	Pollution Prevention & Good Housekeeping	Document pollution prevention inspections.

F. SWMP Modifications

1. The SWMP and MCM implementation procedures are reviewed each year.

Yes No

2. 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: **NOT APPLICABLE**

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.

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

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. **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 any permit obligations?

Yes No

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

- 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 (Large and Small Site Notices submitted by construction site operators):

7

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

Yes No

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

The number of municipal construction activities authorized under this general permit	

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

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).

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 Title: Town Manager

Signature: [Handwritten Signature] Date: 3/25/2024

Name of MS4: Town of Hickory Creek

Name (printed): Jeffrey A Speller Title: Director Public Works

Signature: [Handwritten Signature] Date: 3-25-2024

If you have questions on how to fill out this form or about the Stormwater Permitting program, please contact us at 512-239-4671.

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512-239-3282.