

# Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

## A. General Information

Authorization Number: TXR040600

Reporting Year: 1

Annual Reporting Year Option Selected by MS4:

Calendar Year: 12/31

Permit Year: \_\_\_\_\_

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

Reporting period beginning date: (month/date/year) 01/24/2019

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

MS4 Operator Level: Level 1 Name of MS4: City of Lavon MS4

Contact Name: José Mancias Telephone Number: 972-843-4220

Mailing Address: 120 School Road, P.O. Box 340, Lavon, TX 75166

E-mail Address: Sonny.Mancias@CityofLavon.Org

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.	YES		However, the SWMP has not yet been approved

Permittee is currently in compliance with recordkeeping and reporting requirements.	YES		Not all Procedure documents were finalized, however records of BMP activities were logged.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	YES		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	YES		

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**):

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)</b>
1: Public Education & Outreach	Waste Cleanup	Yes, the annual waste cleanup in Lavon improves public awareness of the importance of pollution elimination. The event provides opportunity for exposure of the businesses and public to natural conservancy.
2: IDDE	MS4 Staff Training	Yes, MS4 staff is recapped of the MS4 duties and methods to ensure compliance to the MEP.
2: IDDE	Storm Sewer Map	Yes, MS4 staff discussion is often centered around the existing storm sewer map. Keeping this map updated for changes to the system is important.
3: Construction Site SW Runoff Control	Plan Review	Yes, continuing Development Review Committee reviews of erosion runoff controls on construction sites is imperative as construction activities have greater chance of polluting.
4: Post Construction SW Management	Management Agreements	Yes, a contractual agreement is beneficial for maintenance requirements of privately owned conveyance & controls.

5: Good Housekeeping O&M	Self-Assessment	Yes, introspective evaluation of routine activities and City assets will uncover & remedy City's pollution sources.
6: Legal Authority	Ordinance Adoption	Yes, the recently adopted ordinance provides the City with enforcement capacity to protect MS4 surface waters.

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**):

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)</b>
1	5: Waste Cleanup	Weight of Collected waste	6,540	Pounds	Yes, the collected waste was removed from the MS4.
3	13: Construction Site Inspection	Construction Sites	15	Site Inspections	Yes, assuring that the contractors install appropriate BMP control measures reduces erosion in runoff.
5	16: Contractor Oversight	Agreements	1	Agreement	Yes, contract with Community Waste Disposal (CWD) for operational BMPs reduces pollution.
5	17: Self-Assessment	Municipal Activities	0	BMPs <i>(List only in Year-1/ Employ BMPs in Year-2)</i>	Yes, pollution prevention measures for municipal operations will reduce pollutant runoff.
1&2	8: Public SW Reporting	Online Reporting Tool	0	Public Concerns	No, public reporting did not generate information used to reduce pollution directly.

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

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.</b>
1	(1) Distribute Stormwater Flyers to City Account Holders	Met Goal – Account holders were provided informational stormwater flyer with utility bills in Year-1.
1	(2) City Employee Training	Not Met – One Stormwater video was not emailed to all City employees in Year-1.
2,3	(3) MS4 Staff Training	Goal Met – Training was provided to MS4 staff in the form of IDDE videos.
5	(4) O&M Personnel Training	Partially Met – Training of O&M personnel was provided in Year-1. The list O&M BMP items was not finalized for training on those BMP items.
1	(5) Waste Cleanup	Goal Met – A public involvement trash collection event was successfully organized by the City. Hazardous wastes were also dropped-off by the public that day.
1	(6) Post SWMP on Website & Public Notice	Not met – Lavon’s SWMP has not yet been approved and therefore is not yet posted on Website. (per III.B.1(3))
1	(7) Website Education	Goal Met – Lavon’s website includes a stormwater education page, and one new video was added in Year-1.
1,2	(8) Public Stormwater Reporting	Goal Met – Reporting tools continue to be available, although no concerns relating to pollution were reported or documented in Year-1.
2	(9) IDDE Program Summary	Goal Met – the IDDE procedure document was provided to MS4 Staff
2	(10) IDDE Enforcement	Goal Met – City is dedicated to responding to pollution discoveries or concerns, although no illicit discharges were discovered in Year-1

2	(11) Storm Sewer Map	Goal Met – The City updated the Stormwater Map in Year-1.
3	(12) Construction Site Erosion Control/ Site Plan Review	Goal Met – All construction site plans & SWP3(s) in the MS4 were reviewed by the Development Review Committee. The Site Plan Review Checklist was carried over from previous term. There were no violations to report to the TCEQ in Year-1.
3	(13) Construction Site Inspection & Enforcement	Goal Met – All Construction sites in the MS4 were inspected for Erosion control BMPs. Follow-up inspections were also performed. The Construction Stormwater Field Inspection Report & SWP3 Protocol documents were carried over from previous term.
4	(14) Post Construction SW Management	Partially Met – Formal Maintenance Agreements were not executed in Year-1, however discussion on management of one private swale was performed with the private entity.
5	(15) Inventory Facilities & Stormwater Controls	Not Met – The Permittee-Owned Inventory document was not finalized in Year-1. Discussion on the City-owned facilities which have a potential to pollute was performed with City Consultant.
5	(16) Contractor Requirements & Oversight	Goal Met – Oversight Procedures document was carried over from previous term. One existing oversight agreement with City's Waste Collection company was upheld in Year-1 to safeguard against surface water pollution.
5	(17) O&M Self Assessment & BMPs	Partially Met – City discussed possible BMP improvements to O&M pollution prevention controls with consultant. The list of O&M BMPs was not finalized in Year-1
2,3,4	(18) Legal Authority	Goal Met – the City adopted a 'blanket' SWMP ordinance which provides authorities required by the General Permit. No enforcement actions were executed in Year-1.

### **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.?

Sampling was not required to be conducted. MS4 staff checked & cleared debris from culvert inlets as required. Visual inspections were conducted on an irregular basis as MS4 staff was deployed to the field. Construction sites in the MS4 were inspected twice per month for compliance with the SWP3s. These MS4 staff duties have contributed to the ongoing reduction of stormwater pollutants to the maximum extent practicable.

## 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.

According to the 2018 Texas 303(d) List that was approved by the EPA 12/23/2019, neither Lake Lavon (0821) or Lake Ray Hubbard (0820) is impaired.

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.

Not Applicable

3. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL.

Not Applicable

4. Report the benchmark identified by the MS4 and assessment activities:

<b>Benchmark Parameter (Ex: Total Suspended Solids)</b>	<b>Benchmark Value</b>	<b>Description of additional sampling or other assessment activities</b>	<b>Year(s) conducted</b>
		<u>Not Applicable</u>	

5. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark:

<b>Benchmark Parameter</b>	<b>Selected BMP</b>	<b>Contribution to achieving Benchmark</b>
	<u>Not Applicable</u>	

6. If applicable, report on focused BMPs to address impairment for bacteria:

<b>Description of bacteria-focused BMP</b>	<b>Comments/Discussion</b>
<u>Not Applicable</u>	

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

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.

<b>Benchmark Indicator</b>	<b>Description/Comments</b>
<u>Not Applicable</u>	

## E. Stormwater Activities

Describe activities planned for the next reporting year:

<b>MCM(s)</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
1	1	Distribute Stormwater Pollution-Reduction Educational Flyers in Utility Bills Once Annually	
1	2	Email one Stormwater BMP Training Video to All City Employees	
2,3	3	Train New MS4 Staff of IDDE Program, Spill Response, Construction Site Erosion Control and Soil Stabilization Requirements	Year-2 MS4 training will include 'All' MS4 staff to review the IDDE Program Summary Document itself.
5	4	Train City's New O&M Employees of Stormwater BMPs & Good Housekeeping for Hazardous Materials	In addition, we will gather input on O&M Self-Assessment BMPs from O&M employees.
1	5	Organize & Conduct Public-Involvement Trash Collection Event	
1	6	Post Annual Report within 30-days of Due Date on Website (& Post NOC, if any)	
1	7	Post Educational Stormwater Videos or Informational Links on Website (One new video added or substituted annually)	
1,2	8	Document Reports and City Responses to Public Stormwater or Pollution-Related Concerns	
2	9	Continue Development of IDDE Program Summary & Provide Document to MS4 Staff	IDDE Program Summary document was adopted as City's Environmental Code Ordinance, and therefore development of program will be for internal operation and enforcement.
2	10	Inspect Illicit Discharges & Assert Authorities as required to Remediate any Pollution Source & Document instances	
2	11	Update Stormwater Map as Required	Review recently-updated Map & Revise as necessary.



3	12	Require All Construction Site Operators within MS4 to provide copy of TCEQ Site Notice & Report Site Stabilization Violations (14-Day Delinquencies) to TCEQ  Review SWP3 for all Construction Sites	
3	13	Perform Construction Site Inspections of Disturbed Sites & Follow-up Inspections (Document with Inspection Report Form)	
4	14	Require Maintenance Plan for Permanent, Privately-Owned, Stormwater Controls  (Document Post Construction Drainage O&M Activities & Enforcement Actions)	We will draft & pursue a formal agreement with the owner of one Privately owned & Maintained stormwater conveyance structure.
5	15	Update Inventory List of Stormwater Controls & Facilities of Concern for Pollutant Handling that are Owned or Operated by the City	The Inventory List will be typed and inserted into our SWMP records.
5	16	Assert Contractor Oversight for City-Projects & Require Contractor Agreements for Stormwater Control Measures & Good Housekeeping Practices for City-Projects	We will reconsider if any other City-hired contractors (other than CWD waste) should be under a contractor oversight agreement.
5	17	Evaluate use of Materials or Chemicals which have Potential to Pollute Stormwater & Employ Pollution Prevention Measures, as required	We will finalize the List of O&M BMPs and include with our SWMP records.
2,3,4	18	Document Enforcement Actions	

## 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:

<b>MCM(s)</b>	<b>Measurable Goal(s) or BMP(s)</b>	<b>Implemented or Proposed Changes (Submit NOC as needed)</b>
	<u>Not Applicable</u>	

**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.

<b>BMP</b>	<b>Description</b>	<b>Implementation Schedule (start date, etc.)</b>	<b>Status/Completion Date (completed, in progress, not started)</b>
	<u>Not Applicable</u>		

### **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).

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

One (1) - Bear Creek

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:

<b>The number of municipal construction activities authorized under this general permit</b>	
The total number of acres disturbed for municipal construction projects	<u>Not Applicable</u>

**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): Vicki Sanson Title: Mayor

Signature:  Date: 3/2/2020

Name of MS4 City of Lavon MS4

**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.