

# Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

## A. General Information

Authorization Number: TXR040023

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

Annual Reporting Year Option Selected by MS4:

Calendar Year: 2019

Permit Year: 2018-2019

Fiscal Year: 2019 Last day of fiscal year: September 30, 2019

Reporting period beginning date: October 1, 2018

Reporting period end date: December 31, 2019

MS4 Operator Level: 2 Name of MS4: City Of Colleyville

Contact Name: Randy Bright Telephone Number: 817-503-1092

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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

- 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		Reporting on Year 5 of approved permit and Year 1 of new permit. (New Permit has received preliminary approval)

	Yes	No	Explain
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		

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**):

MCM	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater
1. Public Education and Outreach	1. Stormwater Education	<b>YES-</b> By identifying methods of dissemination and types of products of stormwater education and outreach provides effective outreach to the City's target audience by educating the general public on potential stormwater pollutants and provides the details to improve stormwater quality.
1. Public Education and Outreach	2. Water Bill Inserts	<b>YES-</b> This practice is a simple and cost-effective way to disseminate information to the public, raise awareness to the stormwater program, and encourage positive behavior.
1. Public Education and Outreach	3. City Stormwater Webpage	<b>YES-</b> The webpage is an effective communication tool providing a continual means to share and exchange information to anyone seeking knowledge regarding the stormwater management program.
1. Public Education and Outreach	4. Stormwater Education at Public Events	<b>YES-</b> Stormwater brochures, labeled candy and water bottles are distributed during events throughout the year as well as at a display counter located in City Hall. This practice is a simple and cost-effective way to disseminate information to the public regarding the message of protecting stormwater from pollution.
1. Public Education and Outreach	5. Spring Clean-up Event	<b>YES-</b> These events designed to reduce the amount of litter in waterways, as well as educating event participants, are a tangible way of involving citizens, groups, and businesses in decreasing pollutants, trash, and hazardous material from entering waterways.
1. Public Education and Outreach	6. Storm Drain Markers	<b>YES-</b> By routinely inspecting inlets to ensure they are functioning properly and installing marker directly on the storm drain inlet informs the public the structure drains directly to the creek and only rain should be sent down through the inlet. The marker program is also a tangible way to involve citizens and small groups as volunteers.

MCM	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater
1: Public Education and Outreach	7. House hold Hazardous Waste (HHW) Collection/Recycling	<b>YES-</b> This practice encourages households to recycle pollutants, trash, and hazardous material through curb-side recycling and events that include a City Sponsored Clean Sweep event and the participation with the Environmental Collection Center.
1: Public Education and Outreach	8. Pet Waste Disposal Stations	<b>YES-</b> The City has an ordinance prohibiting the defecation of domesticated animals in the city, on private property, or on property located in a public place requiring the owner to remove excreta within a reasonable amount of time. By providing pet waste disposal stations, in public places, provides a convenient source for property owners to properly dispose of pet waste.
1: Public Education and Outreach	9. Construction Site Stormwater Runoff Control Education	<b>YES-</b> Continued education in methods for reducing construction site discharges reduces the amount of site specific runoff. The practice also ensures an understanding of the stormwater management requirements between the contractors, developers and staff.
1: Public Education and Outreach	10. Post-Construction BMPs Education	<b>YES-</b> Educating developers on the installation and maintenance of BMPs overall effectiveness will improve the performance of the BMP and effluent water quality.
2: Illicit Discharge and Elimination	11. Illicit Discharge Ordinance	<b>YES-</b> Ordinances enable the city to have the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state stormwater permits.
2: Illicit Discharge and Elimination	12. Storm Sewer Map	<b>YES-</b> GIS mapping identifies drainage basins and physical components such as inlets, outfall, and drainage pipe, along with surface water locations such as creeks, streams, and channels. The practice of continually updating the map, as needed, verifies the physical location of potential sources of illicit discharge and will enable efficient investigations when needed.
2: Illicit Discharge and Elimination	13. Education and Training for City Field Staff on IDDE	<b>YES-</b> This enables the city to have additional individuals looking and recognizing an illicit discharge providing a quicker response time for containment.
2: Illicit Discharge and Elimination	14. Public Reporting Hotline of Illicit Discharges and Spills, including Construction Site Runoff	<b>YES-</b> This web-based Citizen Response Module thru Government Outreach allows the public to submit comments, concerns, 24-hours a day, 7-days a week. The Government Outreach Module is also used for tracking of the concern from when it is first reported to the resolution.
2: Illicit Discharge and Elimination	15. IDDE Procedures and Inspections	<b>YES-</b> This practice streamlines procedures for responding to discharges and spills ensuring coverage by trained staff for spill remediation, reporting, and enforcement.
2: Illicit Discharge and Elimination	16. On-Site Sewage Facilities (OSSF)	<b>YES-</b> By identifying the locations of on-site sewage facilities and developing procedures to prevent and correct leaking systems will aid in responding to and reducing potential sources of illicit discharge.

MCM	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater
3: Construction Site Runoff	17. Construction Site Runoff Control Requirements	<b>YES-</b> By reviewing and updating the construction site runoff control ordinance to ensure compliance with the requirements of the MS4 permit provides the city with the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state storm water permits for construction activities.
3: Construction Site Runoff	18. Site Plan Review	<b>YES-</b> This practice outlines an understanding of project expectations between developers, builders, and staff. By reviewing development plans, staff is able to ensure the inclusion of an erosion control plan that meets the requirements of the TPDES General Permit. During site plan reviews, the area to be disturbed is identified to determine if there is a need for a SWPPP submittal.
3: Construction Site Runoff	19. Construction Site Inspections	<b>YES-</b> This is an effective approach to minimize the discharge of pollutants by ensuring the quality of stormwater BMP's are installed, implemented, maintained, and updated as needed, throughout construction. The inspection reports provide the documentation of deficiencies and corrective action required, the establishment of a time frame for corrective action to be completed, and the scheduling of a follow-up inspection to verify the corrections were implemented.
3: Construction Site Runoff	20. Education and Training for City Staff on Construction Inspections	<b>YES-</b> This is an effective approach to minimize the discharge of pollutants by ensuring staff is adequately trained in conducting inspections to ensure the quality of stormwater BMP's are installed, implemented, maintained, and updated as needed, throughout construction. The inspection reports provide the documentation of deficiencies and corrective action required, the establishment of a time frame for corrective action to be completed, and the scheduling of a follow-up inspection to verify the corrections were implemented.
4: Post-Construction	21. Post-Construction Ordinance	<b>YES-</b> The City of Colleyville ordinances build upon the strengths of the community by preserving open spaces with mature trees, controlling future growth by placing an emphasis on large lots and directing growth to identified areas, maintaining pervious surfaces such as swales, green spaces, and buffer zones allowing runoff to infiltrate the ground.
4: Post-Construction	22. Long-Term Operation and Maintenance of Post-Construction BMPs	<b>YES-</b> This practice ensures that structural and or/non-structural controls are functioning efficiently by performing routine inspections and maintenance.
5: Good Housekeeping	23. Inventory of City-Owned Facilities and Controls	<b>YES-</b> Developing an inventory of applicable MS4 facilities and controls along with conducting inspections help reduce the amount of pollutants being discharged.
5: Good Housekeeping	24. Education and Training for City Staff on Pollution Prevention and Good Housekeeping	<b>YES-</b> This training provides both general stormwater pollution prevention practices for municipal operations and also discusses operation-specific consequences and BMP's to minimize/prevent any adverse impacts.
5: Good Housekeeping	25. Contractor Requirements and Oversight	<b>YES-</b> The development and implementation of contractor oversight procedures helps reduce the amount of pollutants being discharged by contractors performing maintenance activities on behalf of the permittee.

MCM	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater
5: Good Housekeeping	26. Standard Operating Procedures (SOPs) for Municipal Operation and Maintenance (O&M) Activities	<b>YES-</b> Developing and updating Standard Operating Procedures (SOPs) for municipal operations and maintenance activities helps identify pollutant sources at municipal-type facilities and decrease polluted stormwater runoff from these facilities and activities.
5: Good Housekeeping	27. Structural Control Maintenance	<b>YES-</b> This practice establishes a maintenance approach on the part of staff to reduce floatables and other pollutants. City maintenance crews schedule and perform maintenance activities throughout the year that include street sweeping, storm sewer structure inspections/maintenance, and ditch/swale cleaning throughout the city in the effort to promote good housekeeping maintenance activities.
5: Good Housekeeping	28. Street Sweeping	<b>YES-</b> This practice establishes a proactive maintenance approach on the part of staff to reduce floatables and other pollutants. City maintenance crews schedule and perform maintenance activities throughout the year that include street sweeping in the effort to promote good housekeeping maintenance activities.
5: Good Housekeeping	29. Sanitary Sewer Line Maintenance	<b>YES-</b> This practice establishes a proactive maintenance approach on the part of staff to reduce sanitary sewer overflows. City maintenance crews schedule and perform routine maintenance activities throughout the year in the effort to promote good housekeeping maintenance activities.

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 BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
1	1. Stormwater Education	Determine topics of stormwater education to be covered on educational materials throughout the permit term	1	Meeting	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.
		Distribute 50 giveaways with stormwater educational message	34 brochures; 390 water bottles; 787 candy with labels	Material	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
		Send e-newsletters containing stormwater educational message twice per year	3 e-newsletters distributed to 3,740 participants each distribution	E-newsletter	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.
1	1. Stormwater Education	Send one (1) educational message about proper disposal of pet waste to residents via e-newsletters	Target Date 2021	E-newsletter	No, distributing education material does not directly reduce pollutants but does bring awareness to stormwater quality.
1	2. Water Bill Inserts	Create and distribute a stormwater message to be included in City water bills annually	9,400	Utility bill customers	No, distributing education material does not directly reduce pollutants but does bring awareness to stormwater quality.
1	3. City Stormwater Webpage	Post the stormwater management program (SWMP) 30 days after approval on the webpage	Target date 30 days after approval  1 website update 476 page views	Views	No, maintaining current information on the stormwater webpage does not directly reduce pollutants. However, it is an effective communication tool providing a continual means to share and exchange information to anyone seeking knowledge regarding the stormwater management program.
		Post the annual report on the stormwater website no later than 30 days after the due date	Target Date April 2020	Website	No, maintaining current information on the stormwater webpage does not directly reduce pollutants. However, it is an effective communication tool providing a continual means to share and exchange information to anyone seeking knowledge regarding the stormwater management program.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
1	4. Stormwater education at Public Events meeting	Set up a booth and distribute stormwater educational materials at two public events annually	6	Public Events	No, while public meetings do not result in directly reducing pollutants, the practice allows the public to be involved and to provide comments and or recommendations.
1	5. Spring Clean-Up Events	Hold the Spring Clean-up event once per year (weather permitting)	111 participants 25 tires; 10,124 lbs. of hazardous material	Event Participants	Yes, these events are a tangible way of involving citizens, groups, and businesses to prevent pollutants, trash, and hazardous material from entering the waterways.
1	6. Storm Drain Markers	Install markers on 100 storm drain inlets	494	Markers	No, this does not directly reduce pollution but reminds residents not to dump into storm drains which may reduce pollution over time.
		Inspect 300 inlets annually and replace the markers as needed	811	Inspections	No, this does not directly reduce pollution but having a proactive inspection program has the potential to catch any illicit activity as well as ensure any maintenance issues are addressed.
1	7. Household Hazardous Waste (HHW) Collection Recycling	Provide curbside pickup of HHW and recycle bin for every household	9,200 636 residents dropped off items at the ECC	Residents	Yes, having a curbside recycling program reduces litter by giving residents a way to dispose of recyclables. In addition, residents have access to recycle material at the Fort Worth Environmental Collection Center.
1	8. Pet Waste Disposal Stations	Provide pet waste stations at 100% of the City's public parks. Restock as needed.	20 Pet Waste Disposal Stations 19,200 Bags Distributed	Stations and Bags Distributed	Yes, pet waste collection reduces the amount of bacteria that enters the waterways. The dispensers encourage park users to pick up after their pets. Recording the number of bags dispensed is a way to track the effectiveness of the BMP.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
1	9. Construction Site Stormwater Runoff Control Education	Provide information regarding construction site stormwater runoff control requirements to contractors at 50% of pre-construction meetings annually	Conducted 10 pre-construction meetings and distributed information at each	Pre-Construction Meetings	Yes, by holding pre-construction site runoff control education for developers and/or contractors ensures they understand how BMPs are utilized and evaluated through inspections and when found to be ineffective, modification to the controls will be required.
1	10. Post-Construction BMPs Education	Prepare and update as needed a post-construction educational pamphlet and post on the stormwater website and make available to developers once this permit term	1 pamphlet posted 4 distributed	Education Material	No, maintaining post-construction educational information on the stormwater webpage does not directly reduce pollutants but does bring awareness to stormwater quality.
2	11. Illicit Discharge Ordinance	Review and update the illicit discharge ordinance to ensure compliance with the requirements of the MS4 permit	Target Date December 2020	Update	Yes, ordinances enable the city to have the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state stormwater permits.
2	12. Storm Sewer Map	Maintain and update the map annually	100%	Percent of system	No, this does not directly affect pollution reduction but does aid in tracking illicit discharges when they occur.
2	13. Education And Training For City Field Staff on IDDE	Conduct training for 20 City field staff on illicit discharge detection and elimination methods	41	Attendees	No, this BMP does not directly reduce pollution but over time as the training is implemented employees should become aware of how to recognize illicit discharges.
2	14. Public Reporting Hotline of Illicit Discharges and Spills, Including Construction Site Runoff	Provide a reporting hotline on the stormwater website for residents to report IDDE. Investigate all reports within 48 hours	24	Investigations	Yes, residents can submit comments, concerns, or issues 24-hours a day, 7-days a week. The program is fully implemented and functioning as intended. The City continues to evaluate the process to ensure consistency with assignments, responses, and tracking.



MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
2	15. IDDE Procedures and Inspections	Develop procedures for responding to illicit discharge detection and public reports	Target Date 2020	Standard Operating Procedures	No, this BMP does not directly reduce pollution but over time as the training is implemented employees should become aware of how to recognize illicit discharges.
		Document all inspection reports of IDDE discharges and any follow-up action	17 inspection reports of IDDE discharges 2 citations issued	Inspections/ Citations	Yes, by responding to reports of discharges and conducting source investigations, the discharge of pollutants to the MS4 can be minimized.
2	16. On-Site Sewage Facilities (OSSF)	Identify 50% of the OSSF locations within the City	Target Date 2021		Yes, by identifying the locations of on-site sewage facilities and developing procedures to prevent and correct leaking systems will aid in responding to and reducing potential sources of illicit discharge.
		Develop procedures to prevent and correct leaking OSSF	Target Date 2021		Yes, by identifying the locations of on-site sewage facilities and developing procedures to prevent and correct leaking systems will aid in responding to and reducing potential sources of illicit discharge.
		Distribute educational materials about general maintenance of OSSF to 50% of the OSSF locations	Target Date 2023		No, distributing education material pertaining to OSSF maintenance does not directly reduce pollutants but does bring awareness to the correlation between maintaining an OSSF and stormwater quality.
3	17. Construction Site Runoff Control Requirements	Review and update the construction site runoff control ordinance to ensure compliance with the requirements of the MS4 permit	Target Date December 2020	Review	Yes, ordinances enable the city to have the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state stormwater permits.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
		Document all reports of construction site runoff and any follow-up action	7 reports of construction site runoff 5 code cases 3 citations issued	Inspections/ Citations	Yes, by having the legal authority to issue citations to force compliance with federal/state stormwater guidelines will help to minimize illicit discharges into waterways.
3	18. Site Plan Review	Review the erosion control plans for all regulated construction sites using the existing plan review checklist	29 (1 acre or more) 144 (general building permits)	Plan Reviews	Yes, reviewing construction plans ensures that appropriate controls have been properly designed prior to beginning construction.
3	19. Construction Site Inspections	Inspect at least 50% of regulated construction sites during the active construction phase	277	Inspections	Yes, inspecting construction sites for BMP installation and maintenance reduces the amount of pollutants discharged from construction sites into the MS4.
3	20. Education and Training for City Staff on Construction Inspections	Send 2 inspectors to training on erosion control during construction once this permit term	Target Date December 2023	Attendees	Yes, ensuring staff is properly trained in effective inspections and BMP compliance should reduce the amount of pollutants discharged from construction sites into the MS4.
4	21. Post-Construction Ordinance	Review and update the post-construction ordinance to ensure compliance with the requirements of the MS4 permit	Target Date December 2020	Review	Yes, ordinances enable the city to have the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state stormwater permits.
		Document all violations of the post construction ordinance and enforcement actions	Target Date December 2021	Enforcement Actions	Yes, ordinances enable the city to have the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state stormwater permits.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
4	22. Long-Term Operation And Maintenance Of Post-Construction Stormwater Controls	Include requirements in writing which designate the owner/operator is responsible for the O&M of post-construction controls	Target Date December 2022	Policy	Yes, as long-term maintenance requirements are implemented, the City will have the legal authority to ensure the owner/operator of post-construction controls are maintaining them properly to function as intended.
5	23. Inventory of City-Owned Facilities and Controls	Maintain and update the list of City-owned facilities and stormwater controls annually	Grass Berms, Catch Basin, Cement Walls, Detention Pond	Structural BMP's	Yes, this practice ensures the BMPs are utilized and evaluated through inspections and when found to be ineffective, modification to the controls are required.
5	24. Education and Training for City Staff on Pollution Prevention and Good Housekeeping	Train 20 City field staff on pollution prevention and good housekeeping practices once per permit term	Target Date December 2023	Attendees	No, this BMP does not directly reduce pollution but over time as the training is implemented employees should become aware of how to ensure they are utilizing good housekeeping practices to prevent pollution.
5	25. Contractor Requirements and Oversight	Research contract language for contractors who perform maintenance activities on City-owned facilities and have the potential to discharge pollutants	Target Date December 2020	Policy	No, this does not directly affect pollution reduction. As contractor requirements are implemented pollution reduction requirements will be added into contracts.
		Develop the contractual language	Target Date December 2021	Policy	No, this does not directly affect pollution reduction. As contractor requirements are implemented pollution reduction requirements will be added into contracts.
		Include the language in all contracts	Target Date December 2022	Policy	No, this does not directly affect pollution reduction. As contractor requirements are implemented pollution reduction requirements will be added into contracts.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
		Develop procedures for contractor oversight to ensure they comply with the City's stormwater permit requirements	Target Date December 2021	Compliance	Yes, developing procedures for contractor oversight ensures they comply with the City's stormwater permit.
5	26. Standard Operating Procedures (SOPs) for Municipal Operation and Maintenance (O&M) Activities	Review and update the existing SOPs for O&M activities, including identification of pollutants of concerns	Target Date December 2021	SOP	Yes, reviewing and updating exiting SOP's for O&M activities ensures staff is aware of proper procedures when conducting operational activities that identify and reduce pollutants of concern.
		Implement the updated SOPs	Target Date December 2022	SOP	Yes, implementing updated SOP's for O&M activities ensures staff is aware of proper procedures when conducting operational activities that identify and reduce pollutants of concern.
		Develop written procedures for inspections of O&M activities, including the frequency of inspections	Target Date December 2021	SOP	Yes, developing written procedures for inspections of O&M activities ensures staff is adhering to standard operating procedures while conducting operational activities that identify and reduce pollutants of concern.
		Perform inspections of O&M activities as described in the written procedures and document 60% of inspections	Target Date December 2022	Inspections	Yes, performing inspections of O&M activities ensures staff is adhering to standard operating procedures while conducting operational activities that identify and reduce pollutants of concern.
5	27. Structural Control Maintenance	Inspect at least 20% of the inlets within the City and perform maintenance as needed	60% inlets inspected (811 of 1,334)  35 Cleaned and/or Repaired	Inspections and Repairs	Yes, inspecting and maintaining structural controls ensures they are performing as intended.
5	28. Street Sweeping	Sweep all streets with curb and gutter at least twice per year	3,103	Miles (Annual Total)	Yes, sweeping streets removes sediment and debris that impacts the storm sewer system and affects water quality.

MCM	BMP	Information Used	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
5	29. Sanitary Sewer Line Maintenance	Clean a minimum of 60% of sanitary sewer lines annually	952,245 linear feet of sewer 965,881 cleaned	Linear Feet	Yes, having a proactive routine cleaning program of the sanitary sewer lines reduces the likelihood of an overflow.

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	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
1	<b>STORMWATER EDUCATION:</b> Determine topics of stormwater education to be covered on educational materials throughout the permit term	<b>MET GOAL-</b> Determined the message of “Only Rain Down the Drain” would be utilized on educational material throughout the permit year. In addition an emphasis will be placed on fats, oils, and grease to raise awareness of not placing this items down the drain, and proper pet waste disposal for the permit term.
1	<b>STORMWATER EDUCATION:</b> Distribute 50 giveaways with stormwater educational message	<b>EXCEEDED GOAL-</b> Target audience for the “Only Rain Down the Drain” campaign includes citizens, general public, and staff. Displays are presented at various events during the year and a continual display in City Hall with candy, water bottles, and literature. Distributed 34 brochures; 390 water bottles; 787 candy with labels during the permit year. The candy and water bottles are an effective tool to engage the public in conversation.
1	<b>STORMWATER EDUCATION:</b> Send e-newsletters containing stormwater educational message twice per year	<b>EXCEEDED GOAL-</b> Three separate e-newsletters containing stormwater educational messages were sent during year 5/1 of the permit term. The e-newsletters were distributed to 3,750 individuals each cycle.
1	<b>STORMWATER EDUCATION:</b> Send one (1) educational message about proper disposal of pet wastes to residents via e-newsletter	Target date is December 2021
1	<b>WATER BILL INSERTS:</b> Create and distribute an educational stormwater message to be included on 100% of City water bills once during the year	<b>MET GOAL-</b> Continued the theme “Only Rain Down the Drain” and provided information on protecting the storm drain from pollutants. The City distributed 9,400 newsletters to city water customers this permit year.
1	<b>CITY STORMWATER WEBPAGE:</b> Post the stormwater management program (SWMP) 30 days after approval on the webpage	Target date is 30 days after approval to post the SWMP. <b>MET GOAL</b> - Updated the website which received 476 page views during the permit year.

MCM	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
1	<b>CITY STORMWATER WEBPAGE:</b> Post the annual report on the stormwater website no later than 30 days after the due date.	Target date is no later than 30 days after the due date.
1	<b>STORMWATER EDUCATION AT PUBLIC EVENTS MEETING:</b> Set up a booth and distribute stormwater educational materials at two events annually	<b>EXCEEDED GOAL-</b> Established displays at 6 public events throughout the permit year.
1	<b>SPRING CLEAN-UP EVENTS:</b> Hold the Spring Clean-up event once per year (weather permitting)	<b>MET GOAL-</b> The annual spring clean-up event was held on March 16, 2019 with 111 participants, recycled 25 tires and 10,124 pounds of hazardous material.
1	<b>STORM DRAIN MARKERS:</b> Install markers on 100 storm drain inlets	<b>EXCEEDED GOAL-</b> 494 storm drain markers were replaced during the permit year.
1	<b>STORM DRAIN MARKERS:</b> Inspect 300 inlets annually and replace the markers as needed	<b>EXCEEDED GOAL-</b> 811 inlets were inspected and 494 storm drain markers were replaced during the permit year.
1	<b>HOUSEHOLD HAZARDOUS WASTE (HHW) COLLECTION RECYCLING:</b> Provide curbside pickup of HHW and recycle bin for every household	<b>MET GOAL -</b> 9,200 residents were provided with recycle bins and 636 residents dropped off items at the ECC.
1	<b>PET WASTE DISPOSAL STATIONS:</b> Provide pet waste stations at 100% of the City's public parks. Restock as needed	<b>MET GOAL -</b> Provided pet disposal stations at 100% of the City's public parks. The City provides 20 stations and dispensed 19,200 bags during the permit year.
1	<b>CONSTRUCTION SITE STORMWATER RUNOFF CONTROL EDUCATION:</b> Provide information regarding construction site stormwater runoff control requirements to contractors at 50% of pre-construction meetings annually	<b>EXCEEDED GOAL -</b> Provided information regarding construction site runoff control requirements at 100% of the 10 pre-construction meetings held during the permit year.
1	<b>POST-CONSTRUCTION BMPS EDUCATION:</b> Prepare and update as needed a post-construction educational pamphlet and post on the stormwater website and make available to developers once this permit term	<b>MET GOAL-</b> Information relating directly to post-construction education has been prepared and posted on the stormwater website and made available to developers. During the permit year, 4 pamphlets were distributed to developers.

MCM	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
2	<b>ILLCIT DISCHARGE ORDINANCE:</b> Review and update illicit discharge ordinance to ensure compliance	Enforcing existing ordinance. Target date for reviewing and updating existing ordinance is scheduled for completion in December 2020.
2	<b>STORM SEWER MAP:</b> Maintain and update the map annually	<b>MET GOAL-</b> Staff updates the MS4 map to clearly identify outfalls and waterways at the completion of every development and capital improvement project by utilizing the "as-built" plan set.
2	<b>EDUCATION AND TRAINING FOR CITY FIELD STAFF ON IDDE:</b> Conduct training on IDDE for City field staff annually	<b>EXCEEDED GOAL-</b> The Environmental Compliance Officer conducted training courses for 41 City field staff employees.
2	<b>PUBLIC REPORTING HOTLINE OF ILLICIT DISCHARGES AND SPILLS, INCLUDING CONSTRUCTION SITE RUNOFF:</b> Provide a reporting hotline on the stormwater website for residents to report IDDE. Investigate all reports within 48 hours	<b>MET GOAL-</b> Received 24 resident concerns regarding erosion control and illicit discharge related issues. This web-based Citizen Response Module thru Government Outreach allows the public to submit comments, concerns, 24-hours a day, 7-days a week. The Government Outreach Module is also used for tracking of the concern from when it is first reported to the resolution.
2	<b>IDDE PROCEDURES AND INSPECTIONS:</b> Develop procedures for responding to illicit discharge detection and public reports	<b>MET GOAL-</b> Target date for completion is December 2020. The Environmental Compliance Officer has developed standard operating procedures for responding to illicit discharges and inspection protocol. A review of the procedures is underway to determine if any improvements are required for the new permit term.
2	<b>IDDE PROCEDURES AND INSPECTIONS:</b> Document all inspection reports and any follow-up actions	<b>MET GOAL-</b> Staff responded to 17 reports of potential illicit discharge which were documented and 2 citations issued.
2	<b>On-site Sewage Facilities (OSSF):</b> Identify 50% of the OSSF locations within the city	Target date for completion is December 2021
2	<b>On-site Sewage Facilities (OSSF):</b> Develop procedures to prevent and correct leaking on-site sewage disposal systems	Target date for completion is December 2021
2	<b>On-site Sewage Facilities (OSSF):</b> Distribute educational materials about general maintenance of OSSF to 50% of the OSSF locations	Target date for completion is December 2023

MCM	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
3	<b>CONSTRUCTION SITE RUNOFF CONTROL REQUIREMENTS:</b> Review and update the construction site runoff control ordinance	The City's ordinances are consistent with the current minimum requirements of the SWMP and TPDES permit. Staff is currently revising the ordinances to provide for additional enforcement measures to enhance the existing ordinances. Target date for completion is December 2020.
3	<b>CONSTRUCTION SITE RUNOFF CONTROL REQUIREMENTS:</b> Document all reports of construction site runoff and any follow-up actions	<b>MET GOAL</b> - Enforcing existing ordinance. During the permit year there were 7 reports of construction site runoff resulting in 5 code cases and 3 citations issued.
3	<b>SITE PLAN REVIEW:</b> Review the erosion control plans for all regulated construction sites using the existing plan review checklist	<b>EXCEEDED GOAL-</b> There were 29 site plan reviews of one acre or more during the permit. In addition 144 site plan reviews were conducted on general building permits to verify acreage being disturbed and to ensure erosion control measures are adequate. Modifications to the program include the review of all site plans to determine acreage being disturbed.
3	<b>CONSTRUCTION SITE INSPECTIONS:</b> Inspect at least 50% of regulated construction sites during the active construction phase	<b>EXCEEDED GOAL-</b> 100% of regulated construction sites were inspected during the active construction phase. The findings include but are not limited to: modification needs to erosion control devices, erosion control device maintenance, street sweeping needs, and debris removal.
3	<b>EDUCATION AND TRAINING FOR CITY STAFF ON CONSTRUCTION INSPECTIONS:</b> Send 2 inspectors to training on erosion control during construction once this permit term.	Target Date December 2023
4	<b>POST-CONSTRUCTION ORDINANCE:</b> Review and update the post-construction ordinance to ensure compliance with the requirements of the MS4	<b>MET GOAL-</b> The City's ordinances are consistent with the current minimum requirements of the SWMP and TPDES permit. Staff is currently revising the ordinances to provide for additional enforcement measures to enhance the existing ordinances. Target date for completion is December 2020.
	<b>POST-CONSTRUCTION ORDINANCE:</b> Document all violations of the post construction ordinance and enforcement actions	Target date for completion is December 2021



MCM	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
4	<b>LONG-TERM OPERATION AND MAINTENANCE OF POST-CONSTRUCTION STORMWATER CONTROLS:</b> Include requirements in writing which designate the owner/operator is responsible for the O&M of post-construction controls	Target date for completion is December 2022
5	<b>INVENTORY OF CITY-OWNED FACILITIES AND CONTROLS:</b> Maintain and update the list of City-owned facilities and stormwater controls annually	<b>MET GOAL-</b> Municipal operations were re-surveyed. The inspection reports noted the following deficiencies: MSDS sheets need to be updated, develop an SOP to ensure geese droppings are cleaned on a regular basis, inlets need cleaning, need to establish a BMP for a wash-out area.
5	<b>EDUCATION AND TRAINING FOR CITY STAFF ON POLLUTION PREVENTION AND GOOD HOUSEKEEPING:</b> Train 20 employees on pollution prevention and good housekeeping practices once this permit term	<b>EXCEEDED GOAL-</b> The Environmental Compliance Officer conducted 3 training courses for city field staff and 41 employees were in attendance. Utilized NCTCOG training videos and Q&A discussion. Target date for completion for new permit is December 2023
5	<b>CONTRACTOR REQUIREMENTS AND OVERSIGHT:</b> Research contract language for contractors who perform maintenance activities on City-owned facilities and have the potential to discharge pollutants	Target date for completion is December 2020
5	<b>CONTRACTOR REQUIREMENTS AND OVERSIGHT:</b> Develop the contractual language	Target date completion is December 2021
5	<b>CONTRACTOR REQUIREMENTS AND OVERSIGHT:</b> Include the language in all contracts	Target date completion is December 2022
5	<b>CONTRACTOR REQUIREMENTS AND OVERSIGHT:</b> Develop procedures for contractor oversight to ensure they comply with the City's stormwater permit	Target date completion is December 2021

MCM	Measurable Goal(s)	Explain progress toward goal or how goal was achieved
5	<b>STANDARD OPERATING PROCEDURES (SOPs) FOR MUNICIPAL OPERATION AND MAINTENANCE (O&amp;M)</b> <b>ACTIVITIES:</b> Review and update the existing SOPs for O&M activities, including identification of pollutants of concerns. Develop new SOPs as needed	Target date completion is December 2021
5	<b>STANDARD OPERATING PROCEDURES (SOPs) FOR MUNICIPAL OPERATION AND MAINTENANCE (O&amp;M)</b> <b>ACTIVITIES:</b> Implement the updated SOPs	Target date completion is December 2022
5	<b>STANDARD OPERATING PROCEDURES (SOPs) FOR MUNICIPAL OPERATION AND MAINTENANCE (O&amp;M)</b> <b>ACTIVITIES:</b> Develop written procedures for inspections of O&M activities, including the frequency of inspections	Target date completion is December 2021
5	<b>STANDARD OPERATING PROCEDURES (SOPs) FOR MUNICIPAL OPERATION AND MAINTENANCE (O&amp;M)</b> <b>ACTIVITIES:</b> Perform inspections of O&M activities as described in the written procedures documenting 60% of inspections	Target date completion is December 2022
5	<b>STRUCTURAL CONTROL MAINTENANCE:</b> Inspect at least 20% of inlets within the City annually. Perform maintenance as needed.	<b>EXCEEDED GOAL-</b> During the permit year, 60% of the inlets were inspected (811 of 1,334) 35 were cleaned and/or repaired.
5	<b>STREET SWEEPING:</b> Sweep all streets with curb and gutter at least twice a year	<b>EXCEEDED GOAL -</b> During the permit year, all streets within the city with curb and gutter were swept monthly, for an annual total of 3,103 miles.
5	<b>SANITARY SEWER LINE MAINTENANCE:</b> Clean a minimum of 60% of sanitary sewer lines annually	<b>EXCEEDED GOAL-</b> The City currently has 952,245 linear feet of sanitary sewer lines. During permit year, 965,881 linear feet of sanitary sewer lines were cleaned. (The linear feet in excess of the total linear feet is due to the change in our annual report from fiscal year to calendar year. This report includes an additional 3 months of routine cleaning of the sanitary sewer lines.)

## 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.?

*The City is not required to perform dry weather sampling. Outfalls within the City of Colleyville discharging drainage facilities to Little Bear and Big Bear Creek were inspected. No illicit discharges were uncovered, none were noted as hazardous and no enforcement actions have been taken from October 1, 2018 through December 31, 2019 of the current permit.*

*The MS4 conducted visual inspections of all City outfalls, 39 dry weather inspections along with the testing of 2 TMDL samples, 60% of the inlets were inspected, and 35 inlets were cleaned and/or repaired during the permit year.*

*Staff investigated 58 reports of erosion control issues with 13 being illicit discharges to the MS4.*

*The City has a proactive street sweeping program where all curb and gutter streets are swept monthly. During the permit year, 3,103 miles of city streets with curb and gutter were swept.*

## D. Impaired Waterbodies

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.

*The City did not identify any outfalls within its MS4 that discharge directly into impaired waterbodies during the current permit year. The City will continue to monitor the area and will provide an update on any outfalls identified as discharging into impaired waterbodies. If any outfalls are identified, the City will identify pollutants of concern within these segments. If additional BMP's are needed, the City will revise the SWMP and submit the NOC to TCEQ.*

*However, the Lower West Fork Trinity River (Segment 0841) has an approved TMDL and an approved implementation plan (I-Plan) for bacteria. The City is required to address the bacteria impairment because it is indirectly discharging into the Lower West Fork of the Trinity River through Little Bear Creek and Big Bear Creek.*

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.

*The City of Colleyville is voluntarily performing TMDL bacteria testing 2 times per year, has a proactive routine sewer line cleaning program, and provides pet waste disposal stations at public parks.*

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

*The City of Colleyville is voluntarily performing TMDL bacteria testing 2 times per year, has a proactive routine sewer line cleaning program and provides pet waste disposal stations at public parks.*

*Dry Weather sampling locations have been established and are monitored for seven (7) water quality parameters: Odor, Color, Floatables, Flow, pH, Temperature, and Conductivity. The dry weather sampling allows us to determine baseline values and monitoring. At this point the data we have collected has not indicated any cause for concern regarding the water quality in streams located within the City.*

3. 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>
Bacteria (E. Coli)	1,085 Billion MPN per day	The City samples the water at the entry point and exit point of Big Bear Creek to determine the bacteria levels.	2019

4. 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>
Bacteria (E. Coli)	BMP 1 Stormwater Education	Raising awareness about fats, oils, and grease recycling reduces the likelihood of sanitary sewer overflows.
Bacteria (E. Coli)	MCM 1 BMP 8 Pet waste disposal stations	The City has an ordinance prohibiting the defecation of domesticated animals in the city, on private property, or on property located in a public place requiring the owner to remove excreta within a reasonable amount of time. By providing pet waste disposal stations, in public places, provides a convenient source for property owners to properly dispose of pet waste.
Bacteria (E. Coli)	MCM 2 BMP 16 On-Site Sewage Facilities (OSSF)	The City will identify 50% of the OSSF locations within the City and develop procedures to prevent and correct leaking on-site sewage disposal systems.
Bacteria (E. Coli)	MCM 5 BMP 28 Sanitary Sewer line maintenance	Having a proactive routine cleaning program of the sanitary sewer lines reduces the likelihood of Sanitary Sewer Overflows (SSO).

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

<b>Description of bacteria-focused BMP</b>	<b>Comments/Discussion</b>
E Coli – BMP 1 Stormwater Education	Raise awareness about the fats, oils, and grease program to reduce sanitary sewer overflows
E Coli - BMP 8 Pet waste disposal stations	Reduction in pet waste will improve E Coli levels
E Coli - BMP 16 On-Site Sewage Facilities (OSSF)	Identifying and correcting any leaking on-site sewage disposal systems will improve E Coli levels
E Coli - BMP 28 Sanitary Sewer line maintenance	Reduction in (SSO's) will improve E Coli levels

6. 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) and/or;
- increase in illegal discharge detection through dry screening.

Benchmark Indicator	Description/Comments
Public Education on Proper Disposal of Fats, Oils and Grease, and on Stormwater Protection	Increase public education on fats, oils, and grease clogging sanitary sewer lines resulting in overflows and ways to manage livestock and pet waste. The City distributed 34 brochures, 390 water bottles, 787 candies with stormwater message labels at 6 public events, and sent out 2 e-newsletters containing stormwater educational message to 3,740 participants. The City also distributed 9,400 utility bills which included a SW message.
Reducing Pollution from Animal Sources	Providing pet waste stations in public places encourages park users to pick up after their pets. There are 20 pet waste stations throughout the City, and the City had 19,200 pet waste disposal bags distributed.
Reducing leaking from on-site sewage facilities	By December 2021 the City will have identified 50% of on-site sewage storage facilities and will begin educating property owners on proper maintenance of their system
Sanitary Sewer System Cleaning	Having a proactive routine cleaning program of the sanitary sewer lines reduces the likelihood of an overflow. The City cleaned 965,881 linear feet of SS.

## E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM	BMP	Stormwater Activity	Description/Comments
1	1. Stormwater Education	Determine topics of stormwater education to be covered on educational materials throughout the permit term	Determine topics of stormwater education to be covered on educational material throughout the year and distribute the message by a variety of means.
		Distribute 50 giveaways with stormwater educational message	Public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues. By providing a giveaway at events, participants have an item to remind them of the importance of stormwater protection.
		Send e-newsletters containing stormwater educational message twice per year	Provide different stormwater messages in the form of an e-newsletters.
1	2. Water Bill Inserts	Create and distribute a stormwater message to be included in City water bills annually	Provide a stormwater message to be included in the water bills of residents.
1	3. City Stormwater Webpage	Post the stormwater management program (SWMP) 30 days after approval on the webpage	Once the stormwater management program (SWMP) has been approved, the document will be posted on the stormwater website. This is an effective communication tool providing a continual means to share and exchange information to anyone seeking knowledge regarding the stormwater management program.
		Post the annual report on the stormwater website no later than 30 days after the due date	Post the annual report on the stormwater website. This is an effective communication tool providing a continual means to share and exchange information to anyone seeking knowledge regarding the stormwater management program.
1	4. Stormwater education at Public Events meeting	Set up a booth and distribute stormwater educational materials at two events annually	The practice of establishing a stormwater presence during events allows the public to be involved and to provide comments and or recommendations.
1	5. Spring Clean-Up Events	Hold the Spring Clean-up event once per year (weather permitting)	Conducting an annual spring clean-up event is a tangible way of involving citizens, groups, and businesses to prevent pollutants, trash, and hazardous material from entering the waterways.

<b>MCM</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
1	6. Storm Drain Markers	Install markers on 100 storm drain inlets	Installing markers on storm drain inlets brings awareness the inlets drain directly into the creek.
		Inspect 300 inlets annually and replace the markers as needed	Having a proactive inlet inspection program has the potential to catch any illicit activity as well as ensure any maintenance issues are addressed.
1	7. Household Hazardous Waste (HHW) Collection Recycling	Provide curbside pickup of HHW and recycle bin for every household	The curbside recycling program reduces litter by providing residents a convenient way to dispose of recyclables. In addition, residents have access to recycle material at the Fort Worth Environmental Collection Center
1	8. Pet Waste Disposal Stations	Provide pet waste stations at 100% of the City's public parks. Restock as needed	Pet waste collection reduces the amount of bacteria that enters the waterways. The dispensers encourage park users to pick up after their pets. Recording the number of bags dispensed is a way to track the effectiveness of the BMP.
1	9. Construction Site Stormwater Runoff Control Education	Provide information regarding construction site stormwater runoff control requirements to contractors at 50% of pre-construction meetings annually	By holding pre-construction site runoff control education for developers and/or contractors ensures they understand how BMPs are utilized and evaluated through inspections and when found to be ineffective, modification to the controls will be required.
1	10. Post-Construction BMPs Education	Prepare and update as needed a post-construction educational pamphlet and post of the stormwater website and make available to developers once this permit term	Educating developers on the installation and maintenance of BMPs overall effectiveness will improve the performance of the BMP and effluent water quality.
2	11. Illicit Discharge Ordinance	Review and update illicit discharge ordinance to ensure compliance	By performing regular reviews and updates to ordinances ensures the city has the legal authority to prohibit non-storm water discharges and enforce compliance with federal/state stormwater permits.
2	12. Storm Sewer Map	Maintain and update the map annually	By maintaining and updating the stormwater map annual, aids in tracking illicit discharges when they occur.
2	13. Education And Training For City Field Staff on IDDE	Train 20 employees on illicit discharge detection and elimination annually	Conducting training on IDDE for City field staff provides additional resources in the field to become aware of how to recognize illicit discharges and who to contact should something appear out of the ordinary.



MCM	BMP	Stormwater Activity	Description/Comments
2	14. Public Reporting Hotline of Illicit Discharges and Spills, Including Construction Site Runoff	Provide a reporting hotline on the stormwater website for residents to report IDDE. Investigate all reports within 48 hours	Residents can submit comments, concerns, or issues 24-hours a day, 7-days a week. The program is fully implemented and functioning as intended. The City continues to evaluate the process to ensure consistency with assignments, responses, and tracking.
2	15. IDDE Procedures and Inspections	Develop procedures for responding to illicit discharge detection and public reports	Developing procedures and training personnel on the appropriate response for an illicit discharge aids in a rapid response time for containment.
		Document all inspection reports and any follow-up actions	By responding to reports of discharges and conducting source investigations, the discharge of pollutants to the MS4 can be minimized.
2	16. On-site Sewage Facilities (OSSF)	Identify 50% of the OSSF Locations within the city	Develop a process to identify the locations of on-site sewage facilities in order to meet the goal of identifying 50% of the OSSF locations by the scheduled completion date of December 2021.
3	17. Construction Site Runoff Control Requirements	Review and update the construction site runoff control ordinance	By performing regular reviews and updates to ordinances ensures the city has the legal authority to prohibit non-storm water discharges and enforce compliance with federal/state stormwater permits.
		Enforce the updated construction site runoff control ordinance	Ordinances enable the city to have the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state stormwater permits.
3	18. Site Plan Review	Implement plan review, evaluate effectiveness of program, and modify program as necessary	The City currently reviews site plans for stormwater compliance and continues to evaluate the effectiveness of the program, making modifications as necessary.
3	19. Construction Site Inspections	Inspect at least 50% of regulated construction sites during the active construction phase	By inspecting construction sites for BMP installation and maintenance reduces the amount of pollutants discharged from construction sites into the MS4.
3	20. Education and Training for City Staff on Construction Inspections	Send 2 inspectors to trainings on erosion control during construction once this permit term	The City is in the process of hiring two new inspectors. If hired the goal would be to send them to training. Scheduled completion date is December 2023

MCM	BMP	Stormwater Activity	Description/Comments
4	21. Post-Construction Ordinance	Review and update the post-construction ordinance to ensure compliance with the requirements of the MS4	By performing regular reviews and updates to ordinances ensures the city has the legal authority to prohibit non-storm water discharges and enforce compliance with federal/state stormwater permits.
4	22. Long-Term Operations and Maintenance of Post-Construction BMPs	Include requirements in writing which designate the owner/operator is responsible for the O&M of post-construction controls	Begin researching the requirements and language to be utilized. Scheduled completion date is December 2022
5	23. Inventory of City-Owned Facilities and Controls	Maintain and update the list of City-owned facilities and stormwater controls annually	By maintaining and updating the list of City-owned facilities and stormwater controls annual, ensures the BMPs are utilized and evaluated through inspections and when found to be ineffective, modification to the controls are required.
5	24. Education and Training for City Staff on Pollution Prevention and Good Housekeeping	Train or inform City staff on pollution prevention and good housekeeping practices once per permit term	Continual training of field employees helps to ensure they are utilizing good housekeeping practices to prevent pollution during standard operations.
5	25. Contractor Requirements and Oversight	Research contract language for contractors who perform maintenance activities on City-owned facilities and have the potential to discharge pollutants	As contractor requirements are implemented pollution reduction requirements will be added into contracts.
5	26. Standard Operating Procedures (SOPs) for Municipal Operation and Maintenance (O&M) Activities	Review, update, and implement existing and new SOPs and written procedures for inspections for O&M activities, including identification of pollutants of concerns	Begin evaluation of current Standard Operating Procedures to determine revisions.  Scheduled completion date is December 2021 for SOP's and inspection procedures and December 2022 for implementation and documentation of inspections.
5	27. Structural Control Maintenance	Inspect at least 20% of inlets within the City. Perform maintenance as needed.	Inspecting and maintaining structural controls ensures they are performing as intended.

MCM	BMP	Stormwater Activity	Description/Comments
5	28. Street Sweeping	Sweep all streets with curb and gutter at least twice a year	Having a proactive street sweeping program removes sediment and debris that impacts the storm sewer system and affects water quality.
5	29. Sanitary Sewer Line Maintenance	Clean at least 250,000 linear feet of sanitary sewer lines annually	Having a proactive routine cleaning program of the sanitary sewer lines reduces the likelihood of an overflow.

## 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:

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.

<b>BMP</b>	<b>Description</b>	<b>Implementation Schedule (start date, etc.)</b>	<b>Status/Completion Date (completed, in progress, not started)</b>
E Coli – MCM 1 BMP 1 Stormwater Education	Send one (1) educational message about proper disposal of pet wastes to residents via e-newsletters	Target date is December 2021	In progress, staff has begun researching methods of proper pet waste disposal techniques to convey an effective message
E Coli – MCM 1 BMP 8 Pet waste disposal stations	Provide pet waste stations at 100% of City Parks	October 1, 2018	In progress / Each year
E Coli – MCM 2 BMP 16 On-Site Sewage Facilities	The city will identify 50% of the OSSF locations within the City and develop procedures to prevent and correct leaking on-site sewage disposal systems	Target date is December 2021	In progress, the City is in the initial stages of researching potential OSSF locations
E Coli - MCM 5 BMP 28 Sanitary Sewer line maintenance	Clean a minimum of 60% of the sanitary sewer lines annually	October 1, 2018	In progress / Each year

## 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):

36

- 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	

**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): Jerry Ducay

Title: City Manager

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4: City of Colleyville

Name (printed): Randy Bright

Title: Environmental Compliance Officer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4: City of Colleyville

**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.

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*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): Jerry Ducay

Title: City Manager

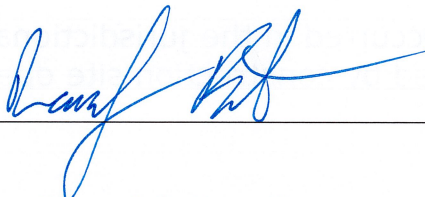
Signature: 

Date: 3-2-2020

Name of MS4: City of Colleyville

Name (printed): Randy Bright

Title: Environmental Compliance Officer

Signature: 

Date: 3/2/2020

Name of MS4: City of Colleyville

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