



RICHARDSON, TX

HEALTH

Richardson Health Department
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March 19, 2020

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 City of Richardson
TPDES Authorization: TXR040042

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 TXR040042 for the City of Richardson.

The annual report is for Year 5 reporting period beginning October 1, 2019 and ending December 31, 2019 AND Year 1 reporting period beginning January 1, 2019 and ending December 31, 2019

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 the report has been mailed to the TCEQ's Regional Office 4 in Fort Worth, Texas.

Sincerely,

Bill Alsup

Director of the Health Department
City of Richardson

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040042

Reporting Year 5 (October 1, 2018 to December 31, 2018) and Year 1 (January 1, 2019 to December 31, 2019)

Annual Reporting Year Option Selected by MS4:

Calendar Year: Calendar Year with New Permit Terms starting in 2019

Permit Year: _____

Fiscal Year: _____ Last day of fiscal year: _____

Reporting period beginning date: (month/date/year) October 1, 2018

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

MS4 Operator Level: 3 Name of MS4: City of Richardson MS4

Contact Name: Bill Alsup Telephone Number: (972) 744-4079

Mailing Address: P.O. Box 830309 Richardson, TX 75083-0309

E-mail Address: bill.alsup@cor.gov

A copy of the annual report was submitted to the TCEQ Region: YES NO

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		SWMP has been submitted and we are awaiting TCEQ's review.

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		No TMDL Requirements at this time.
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(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1	Stormwater Information on the City of Richardson Website	Yes, information publicized on the City's website provides awareness of stormwater issues for residences, business/industry, and construction site operators.
1	Distribute Educational Material	Yes, this allows us to reach various audiences according to the stormwater problems/issues that need to be addressed in each area of the City.
1	Stormwater video on webpage and stormwater video on City's public TV channel	Yes, these videos help to educate our residents on stormwater problems/issues that they may be unaware of in their neighborhood.
1	Building Construction Community Education	Yes, this information is provided as part of the permitting process allowing for initial education and continued reminders. These documents are also reinforced when construction inspections take place either every 2 weeks or after a rain event.
1	Trash Bash	Yes, this event provides us with an opportunity to interact with the community on a face to face level with community participation, public education, and involvement.
1	Community and Corporate Environmental Clean Up Program	Yes, this program allows groups to collect litter from an area they select inside the City in order to bring awareness to water pollution.

1	Presentations to civic groups, schools, and neighborhood leadership groups	Yes, this avenue provides information to increase awareness of stormwater issues, stormwater programs, and volunteer opportunities related to stormwater activities.
1	Stormwater Education using the newspaper, the City website, Richardson Today's Website, social media, YouTube, and public spaces	Yes, utilizing these forms of communication has proven to be an effective method of disseminating stormwater related issues and waterway protection to a larger and more diverse audience in a relatively easy manner.
1	Proper Disposal of Household Hazardous Waste (HHW)	Yes, continuing to provide this service to our community assist our residence with information of what is hazardous waste and how should hazardous waste be disposed of. This service is offered year around for our residence convenience providing an alternate disposal to illegal dumping.
1	Pet Waste Station Installation and Maintenance	Yes, providing pet waste stations in locations throughout the City gives residents the opportunity to collect their pet waste to protect our waterways from bacterial contamination. Information on proper disposal of the pet waste is provided on the station to provide education on the importance of proper pet waste disposal.
1	Storm Drain Curb Markers	Yes, this program allows for groups and individual citizens to participate in helping the City provide information to the public regarding waterway protection and to discourage illegal dumping.
1	24-Hour Operations Reporting Hotlines	Yes, this reporting hotline is posted on several public media outlets so that citizens can take charge and report any activity and/or discharge of an unknown substance that may impact our City Stormwater System.
1	Public Notification Process of the City of Richardson's Stormwater Management Plan (SWMP)	Yes, this is posted such that citizens are provided information and education on the City's activities to control stormwater pollution as a whole. It also gives the citizens an avenue to provide public comment on the City's activities to control stormwater pollution.
1	Grease Traps	Yes, the City's Grease Trap ordinance provides legal authority and enforcement for food establishments to operate and maintain grease traps. Proper operation and maintenance help in the prevention of sanitary sewer overflows into the City's Stormwater System.

1	Annual NCTCOG Fall Used Cooking Oil Collection Event	Yes, this event helps to educate the residents on the negative impacts of improper Fats, Oils, and Grease (FOG) disposal. Residents are invited and encouraged to bring their used cooking oil to dispose of in designated containers.
1	Environmental Partnership Initiative and the Richardson's Environmental Resources Newsletter	Yes, this monthly newsletter is designed to keep residents informed of ways to help beautify Richardson through the Community & Corporate Environmental Cleanup Program.
1	Phil-Up the Blue Bag Mascot	Yes, these events provide education and information on recycling and reducing the amount of floatable material that can be carried away in stormwater that would end up in our City's creeks and streams.
2	Legal Authority and Enforcement Measures	Yes, the City of Richardson Ordinance Chapter 23 – Water, Sewers, and Sewage Disposal currently addresses stormwater discharges. This ordinance along with others serve as our legal authority and enforcement measures to maintain the City's compliance of state and federal rules and regulations regarding stormwater pollution.
2	MS4, Stormwater, and Sewer System Mapping	Yes, our GIS group provides mapping support, analysis, training, and database management to all our departments. This aids our departments with maintaining up to date information on new points of entry to the waterways of the City.
2	Outfall Inventory and New Outfall Reconnaissance	Yes, reconnaissance of outfalls is tracked through an app in an effort to better track waterway surveillance, areas of concern and investigation of complaints and concerns of the public. Each year maps are reviewed and updated as assisted by this incoming data.
2	MS4 Surface Water Surveillance via Development of Surface Water Observation Database	Yes, the GIS Department created a mobile application for use by City employees. This app allows us to record observation data and field investigate illicit discharges into surface waters.
2	Prevention and Response to Sanitary Sewer Overflow (SSO)	Yes, Our Utilities Department utilizes their Sanitary Sewer Overflow Response Plan. This SOP is designed for response and reporting. Chronic problems that have been encountered are logged in a database to better assist the Utilities Department with prioritizing maintenance activities.

2	City Fire Department Spill Response and Hazardous Material Response	Yes, The Richardson Fire Department responds and mitigates releases of pollutants from hazardous material response calls. They mitigate spills and limit the environmental impact of the spill. All spills are documented as to the type of spill and the method in which the spill was cleaned.
2	Contractor Spill Response and Hazardous Material Response	Yes, A third-party contractor is occasionally used to respond to and mitigate hazardous material releases of pollutants. They mitigate spills and limit the environmental impact of the spill. All spills are documented as to the type of spill and the method in which the spill was cleaned.
2	Informing and Training Field Staff	Yes, Training addresses general stormwater issues, specific pollutants of concern for receiving waters in Richardson, methods for spotting and reporting stormwater runoff problems, illicit discharges, and/or suspicious stormwater drainage discharges.
2	Illicit Discharges Reporting	Yes, the City maintains a 24-hour operations hotline for reporting of illicit discharges. After receipt of a complaint/concern, issues are assigned to the appropriate department for proper investigation and response.
2	On-Site Sewage Disposal Systems	Yes, the City maintains a list of on-site sewage systems within its jurisdiction and investigates use and proper function to help prevent discharges to the storm drainage system. All deficiencies and the resolutions of the deficiencies are noted, as applicable.
2	IDDE Response, Investigation, and Inspections	Yes, each call, web submission, or referral is dispatched to the appropriate department for proper response. Staff responding to the illicit discharges investigate, report and provide corrective action, if necessary, to prevent and/or minimize the threat to human health, the environment, and water quality.
3	Construction Site Plan and Permitting Procedures and Legal Authority	Yes, Engineers from Capital Projects and Development Services work with public and private construction contractors to review SWPPP, Erosion and Sediment Control Plans, and other stormwater guidance prior to any construction activities. After plans are reviewed and approved, construction can commence. Routine inspections are performed to ensure all construction contractors are in compliance with the City, State, and Federal rules and regulations. Legal framework for noncompliance, enforcement, and assessment of violations regarding stormwater discharges from land disturbance (construction) activities that are greater than or equal to one acre is under Chapter 23 Article I Section 23-2 – Discharge to public storm sewers, streets, and watercourses.

3	Construction Site Inventory	Yes, the City maintains an inventory of active public and private construction sites that result in a total land disturbance of one or more acres or that result in a total land disturbance of less than one acre if part of a larger common plan or development or sale. Inventory is edited as updates are received during construction stages.
3	Construction Site Inspections and Enforcement	Yes, City inspectors perform routine inspections to ensure construction contractors are in compliance with the City, State, and Federal rules and regulations. Legal framework for noncompliance, enforcement, and assessment of violations regarding stormwater discharges from land disturbance (construction) activities that are greater than or equal to one acre is under Chapter 23 Article I Section 23-2 – Discharge to public storm sewers, streets, and watercourses.
3	Informing and Training Building Inspectors (Capital Projects and Building Inspections Department)	Yes, the City continues to develop and implement training, on an annual basis, for employees on stormwater pollution prevention issues. Training addresses general stormwater issues, specific pollutants of concern for receiving waters in Richardson, methods for spotting and reporting stormwater runoff problems, and other building construction activities that may impact stormwater quality.
3	Informing and Training Capital Projects and Development Services Project Managers	Yes, Project Managers review construction SWPPPs and Erosion and Sediment Control Plans for appropriate BMPs and erosion control measures. Richardson continues to evaluate the personnel training related to the required contents of a SWPPP and Erosion and Sediment Control Plans. Training is reviewed and updated, as necessary, to educate pertinent employees on stormwater pollution prevention issues.
3	Community Submitted Information for Construction Site Activity	Yes, the City maintains a 24-hour operations hotline for reporting construction site activity complaints/concerns. After receipt of a complaint/concern, issues are assigned to the appropriate department for proper investigation and response.
3	Parks and Recreation Construction Projects	Yes, The City Parks and Recreation rarely have construction projects that are greater than one (1) acre. When these projects do happen, the City Inspectors, in conjunction with Parks and Recreation, review and approve the contractor's SWPPP. Inspectors work to ensure all construction contractors are in compliance with the City, State, and Federal rules and regulations.

4	Post Construction Stormwater Ordinance and Enforcement	Yes, the City has amended Chapter 21 of the Code of Ordinances of the City of Richardson for legal authority and enforcement measures that are inclusive and necessary to meet the requirements of the TCEQ TPDES MS4 General Permit TXR040042 Post Construction Requirements. The amended ordinance and regulations provide the legal authority for post construction stormwater management in new development and redevelopment areas. This amendment implements and enforces the requirement that owners of new development and redevelopment sites design, install, implement control measures, and provide annual operation and maintenance records to the City upon request.
5	Facility Inventory	Yes, the City has completed an inventory of its facilities. These facilities are mapped, and the assessment of the facilities pollutant discharge potential has been conducted. SOPs have been developed that identify BMPs to be installed, implemented, inspected, and maintained to minimize the discharge of pollutants in stormwater from each facility.
5	Training and Education for Municipal Staff	Yes, the City begins introductory training for all new incoming staff on stormwater pollution prevention at our Quarterly New Employee Orientation. After the introductory training, each staff member is additionally trained in their assigned department based on their assigned job duties and responsibilities. Training continues to be updated, developed, and implemented, on an annual basis, to educate employees on stormwater pollution prevention issues based on their departmental job assignments.
5	Street and Parking Lot Sweeping and Cleaning Program	Yes, the City has a proactive street sweeping program. Streets are cleaned/swept on a regular basis removing road debris before it gets into the stormwater drainage system.
5	Disposal of Waste Material	Yes, the City's waste materials removed from the small MS4 are disposed of in accordance with 30 TAC Chapters 330 or 335, as applicable. The City's waste management program has a comprehensive collection strategy including recycling and brush and bulky waste pick up.
5	Herbicide and Pesticide Application to Minimize Runoff	Yes, proper handling of any pesticides and fertilizers are implemented by the golf course and Parks and Recreation Department staff. Application is completed only when necessary and under the right conditions to aid in reduction of runoff and adverse environmental impacts.

5	Maintenance of Structural Control Measures at Municipal Facilities	Yes, the City's policies and procedures have been put into place to ensure the long-term operation and maintenance of the City's structural stormwater control measures. Maintenance activities are entered and scheduled through a digital work order and asset management system.
5	Third-party Contractor Requirements	Yes, the City employs several third-party contractors for facility, building, grounds maintenance, etc. These contractors are contractually obligated to have trained and certified staff as well as policies and procedures that limit/eliminate any potential discharge of pollutants to the environment/stormwater while performing operations and maintenance activities.
5	Litter Collection by Municipal Staff	Yes, Parks Department staff members ensures proper collection and disposal of trash in City parks by completing trash rotations approximately 360 days a year in their maintained areas and parking area trash receptacles.
5	Stormwater System Inspections, Operations, and Maintenance	Yes, Capital Projects is coordinating, through a third party contractor, the operation and maintenance activities conducted on stormwater systems to reduce the amount of sediment and associated pollutants discharged to the MS4 catch basins and surface drains. Problem areas are noted and evaluated each year in order to correct any deficiencies during operations and maintenance activities.
5	Sewer System Inspections, Operations, and Maintenance	Yes, operation and maintenance activities to be conducted on sewer systems reduce the amount of sediment and associated pollutants discharged to the MS4 catch basins and surface drains. Problem areas are noted and evaluated each year in order to correct any deficiencies during operations and maintenance activities.
5	Storm Inlet Debris Removal and Maintenance	Yes, the City collects field data through a smart phone application during creek surveillance and incoming complaints regarding roads, alley ways, City stormwater drainage system, and creeks. These activities help to locate blocked storm inlet points so that work orders are generated directing the cleaning of these areas. Areas with on-going problems and/or concerns are noted and evaluated for improvements.

5	Chemical Applications and Industrial Materials Management	Yes, the City's ongoing chemical and materials management procedures are reviewed and evaluated regularly. Pertinent staff are trained regularly on chemical storage and handling, applicator/distributor education and certification, non-chemical pest management measures, scheduling of chemical applications, and proper disposal of unused chemicals and associated containers. The City equips its Staff with knowledge and training regarding proper use and disposal protocol as to not pollute stormwater and to prevent run-off water from entering storm drains, sewers, surface water, and soils.
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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	Stormwater Information on the City of Richardson Web Site	Communications track number of hits	<p>Stormwater Homepage: 279 pageviews, 205 unique pageviews.</p> <p>Stormwater Pollution Prevention: 61 pageviews, 51 unique pageviews; about a third of them came in through a short URL.</p> <p>Fats, Oil & Grease: 160 Pageviews, 117 unique pageviews.</p> <p>Storm Drain Education: 52 pageviews, 46 unique pageviews.</p> <p>Proper Way To Drain Swimming Pools: 146 pageviews, 127 unique pageviews.</p> <p>Stormwater Pollution: 72 pageviews, 35 unique pageviews</p>	Hits to website/links	No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce the introduction of pollutants into our waterways.
1	Distribute Educational Material	Number of items printed related to storm water awareness	1,082	Number printed	No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce the introduction of pollutants into our waterways.

1	Stormwater Video on City Webpage and Stormwater Video on Public TV Channel for the City	Communications tracks number of hits	72 Hits Stormwater video airs on Public TV Channel for City 4 times a day.	Hits on the videos Stormwater video airs on Public TV Channel for City 4 times a day.	No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce the introduction of pollutants into our waterways.
1	Building Construction Community Education	Permit tracking system	1033 24	Residential permits issued Commercial permits issued	No, though this BMP does not result in a direct reduction of pollutants, educating the contractors will eventually reduce the introduction of pollutants into our waterways.
1	Trash Bash	Number from Participation	30,000 911 38 0 12	Utility Bill Inserts Participants Bags of trash Pounds/recyclables Gallons/used cooking oil	Yes, this BMP does result in a direct reduction of pollutants as well as educating the citizens to reduce the introduction of pollutants into waterways. Outside activities were cancelled due to inclement weather. Many chose to participate on the Friday before on an alternate day making this BMP hard to track this past year.
1	Community and Corporate Environmental Clean Up Program	Number from Participation	21 450 141	Total Events Number of participants Bag of trash collected	Yes, offering these litter collection events provides citizens the opportunity to collect floatables reducing their impact on our waterways.

1	Presentations to Civic Groups, Schools, and Neighborhood Leadership Groups	<ul style="list-style-type: none"> • Track number of community events with presentations and information handed out regarding Stormwater education and water pollution prevention. • Approximate number of attendees at these events • Continue to provide information in the form of brochures in the Health department and in printable information on the city's website. 	<p>6</p> <p>243</p> <p>Brochures are offered in many different types educating the citizens on the reduction of pollutants into our waterways.</p>	<p>Community Events Attended</p> <p>Approximate number of attendees at these events</p> <p>Brochures are offered in many different types educating the citizens on the reduction of pollutants into our waterways.</p>	<p>No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce the introduction of pollutants into our waterways.</p>
1	Stormwater Education using the newspaper, the City website, Richardson Today's Website, social media, YouTube, and public spaces	Communications counts number of posts and articles	<p>3</p> <p>16</p> <p>8</p>	<p>Number social media posts</p> <p>Number of articles in Richardson Today Newspaper (Print)</p> <p>Number of articles in RichardsonToday.com</p>	<p>No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce the introduction of pollutants into our waterways. Post and articles like these encourage participation in water pollution cleanup and prevention events.</p>

1	Proper Disposal of Household Hazardous Waste (HHW)	Number from Participation	2,796	Number of residents who participated	Yes, offering a collection location for residents prevents any disposal through dumping in the stormwater and/or sewer systems of the City.
1	Pet Waste Station Installation and Maintenance	Number of pet stations and pet waste bags ordered	90 377,600	Number of stations Number of pet waste bags ordered	Yes, providing these materials provides citizens with the opportunity to collect their pet waste to prevent it from impact stormwater quality. It also provides education and information on the effect of pet waste on our waterways.
1	Storm Drain Curb Markers	Map Updates Number of Participants	Despite recruiting attempts at public events. No volunteers registered this year.	Map Updates Number of Participants	Yes, this activity is offered as a volunteer opportunity. Citizens mark drains to provide awareness that the storm drains inlets on the streets lead to the creeks not the sanitary sewer.
1	24-Hour Operations Reporting Hotlines	Methods Hotline is publicized	Posted 365 days a year and 24 hours a day on our website.	This number is posted on majority of our correspondence through website, newspaper and social media accounts.	Yes, this reporting hotline is posted on several public media outlets so that citizens can take charge and report any activity and/or discharge of an unknown substance that may impact our City Stormwater System.

1	Public Notification Process of the City of Richardson's SWMP and Annual Reports	Number of public notices posted	6 Stormwater Management Plan and the last Annual Reports are posted on the website for the public to view and comment as necessary.	Events attended where stormwater information was provided Stormwater Management Plan and the last Annual Reports are posted on the website for the public to view and comment as necessary.	No, though this BMP does not result in a direct reduction of pollutants, this BMP's objective is to get the public more involved in stormwater quality and pollution prevention issues. An involved public is more likely to understand the goals of the plan, to share that understanding with others, and to generate public support for the plan.
1	Grease Traps	<ul style="list-style-type: none"> • Track number of inspections performed • Track number of notice of violations issued • Track number of citations issued 	238 70 1	Number of grease trap inspections Number of Violations Number of Citations	Yes, our staff inspects grease traps in the City's food establishments for records of proper operation and maintenance. This activity aids in the prevention of grease trap overflows into the stormwater system.
1	Annual NCTCOG Fall Used Cooking Oil Collection Event	Gallons collected	206	Gallons collected	Yes, offering a collection event for residents reduces any disposal through dumping in the stormwater and/or sewer systems of the City.
1	Environmental Partnership Initiative and the Richardson's Environmental Resources Newsletter	Number of articles in Environmental Resources Newsletter	6	Number of issues	No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce the introduction of pollutants into our waterways.

1	Phil-Up the Blue Bag Mascot	Number of events Phil-Up participated in the year	68	Number of events	Yes, offering these events allows for education and information for the residents on the reduction of pollution as well as the importance of recycling. Blue recycle bags are distributed at these events. These events provide the residents with the option to recycle rather than discarding trash.
2	Legal Authority and Enforcement Measures	Develop a process to review existing ordinances to determine need for additional ordinance requirements with adequate legal authority to control pollutant discharges to the waters of the state.	Process has started with the review of ordinances that contain references to stormwater.	Process has started with the review of ordinances that contain references to stormwater.	No, though this BMP does not result in a direct reduction of pollutants, however drafting and revising ordinances and other policies and procedures provides an avenue for legal authority and enforcement of violations to storm water quality regulations.
2	MS4, Stormwater, and Sewer System Mapping	<ul style="list-style-type: none"> • Location and name of surface waters receiving discharges • Priority areas 	Updated GIS and mapping documents each year	<p>Surface water bodies and their designated stormwater drainage basins have been identified.</p> <p>Priority areas are being identified as they are found.</p>	<p>No, our GIS group provides mapping support, analysis, training, and database management to all our departments. This aids our departments with maintaining up to date information on new points of entry to the waterways of the City.</p> <p>This surveillance helps to identify areas we should focus education and information.</p>

2	Outfall Inventory and New Outfall Reconnaissance	<ul style="list-style-type: none"> • Track number of new outfalls each year • Maintain Outfall inventory • Map new points of entry to the waterways 	<p>37</p> <p>1,654</p> <p>Maps have been updated</p>	<p>Total new outfalls</p> <p>Total outfalls</p> <p>Maps have been updated</p>	<p>Yes, new outfalls are identified each permit term year by City staff surveillance and mapped by GIS.</p>
2	MS4 Surface Water Surveillance via Development of Surface Water Observation Database	Smartphone app tracks surveillance through linear feet	42,232.17	Linear feet	<p>Yes, by conducting surveillance normal versus abnormal creek observations and/or illicit discharges are recorded. When abnormal creek observation and/or illicit discharges are observed immediate corrective action takes place to reduce and/or eliminate the amount of pollutants entering waterways.</p>

2	Prevention and Response to Sanitary Sewer Overflow (SSO)	<p>Linear feet of sanitary sewer lines inspected and jetted.</p> <ul style="list-style-type: none"> Track the number of SSOs per year under 1,000 gallons that do not reach the waters of the state (monthly) Track the number of SSOs above 1,000 gallons (per SSO) Total volume of SSOs Track number of customer sewer complaints Review and update current SOP as applicable 	<p>33,088 38,513</p> <p>14</p> <p>74</p> <p>1,150,212</p> <p>Customer Sewer Complaints are tracked and noted in CityWorks and available upon request.</p>	<p>Linear feet TV'd Linear feet jetted</p> <p>*City of Richardson Employees only</p> <p>Number of SSOs per year under 1,000 gallons</p> <p>Number of SSOs above 1,000 gallons</p> <p>Total volume in gallons</p> <p>Customer Sewer Complaints are tracked and noted in CityWorks and available upon request.</p>	<p>Yes, TV's lines reveal weakness in our sanitary sewer system that require repair. Frequent jetting of the lines prevents a buildup of the sewage in the lines. These activities conducted on the lines reduce the amount of sediment and associated pollutants discharged to the MS4 catch basins and surface drains. Problem areas are noted and evaluated each year in order to correct any deficiencies during operations and maintenance activities.</p>
2	City Fire Department Spill Response and Hazardous Material Response	Fire Department Count of Hazardous Events	742	Number of Hazardous events responded to by the Fire Department	Yes, immediate response and corrective action mitigates hazardous materials from spilling/releasing into the stormwater drains.
2	Contractor Spill Response and Hazardous Material Response	Count of hazardous events for 3 rd party contractor	1	Number of hazardous events responded to by the 3 rd Party Contractor	Yes, immediate response and corrective action mitigates hazardous materials from spilling/releasing into the stormwater drains.

2	Informing and Training Field Staff	Summary of the evaluation A list of departments with personnel needing IDDE training	6 List has been compiled and documented in each department	Number of staff trained (Building Inspections)	No, however staff training is important to bring awareness on how to reduce pollutants from entering our storm drains and how to identify and report illicit discharges.
2	Illicit Discharges Reporting	Approximate number of IDDE related calls received	25	Approximate number of IDDE related calls received	Yes, 24-hour operation of this hotline provides prompt response, investigation, and corrective action of incoming complaints/concerns. Complaints/concerns are assigned to the appropriate department for proper investigation and response.
2	On-Site Sewage Disposal Systems	Number of visual inspections of on-site sewage disposal systems	1	Number of visual inspections	Yes, appropriate operation and maintenance of on-site sewage disposal systems reduces pollutants released into storm drains.
2	IDDE Response, Investigation, and Inspections	Track investigation/inspection reports with the date observed, elimination method, and date resolved. Track results of follow-up investigations or field screening, as applicable	25 Response Center notes are provided upon request.	Approximate number of IDDE related calls that have been documented from investigation/inspection, dates observed, field screening, and remediation. Response Center notes are provided upon request.	Yes, each call, web submission, or referral is dispatched to the appropriate department for proper response. Staff responding to the illicit discharges investigate, report and provide corrective action, if necessary, to prevent and/or minimize the threat to human health, the environment, and water quality.

3	Construction Site Plan and Permitting Procedures and Legal Authority	Track the number of SWPPPs reviewed Building Permits w/info NOV for residential NOV for commercial	18 589 60 45	Number of plan reviews Number of Building Permits Number of NOV Residential Number of NOV Commercial	No, Engineers review plans for adequate stormwater BMPs. The pollutants will be reduced overtime with the appropriate BMPs are utilized.
3	Construction Site Inventory	Number of construction sites present in the City	1033 residential 24 commercial 82 residential 18 commercial 585 residential 27 commercial	Number of new construction sites present in the City Number of existing construction sites Number of closed sites this year	Yes, this inventory provides inspectors with current construction details allowing them to track and target their inspections. Inspectors can then inform, educate, and, if needed, enforce rules and regulations for construction activities in order to protect water quality.

3	Construction Site Inspections and Enforcement	<ul style="list-style-type: none"> • Track number of Construction Site Plan Reviews • Track number of permitted activity public and private construction sites < 1 acre • Track number of permitted activity public and private construction sites > 1 acre • Track number of permitted activity public and private construction sites > 5 acre • Track number of inspections conducted by Capital Projects Construction Inspections • Track number of inspections conducted by Building Inspections • Track number of Construction Site Reports indicating changes are required to stormwater BMPs and other stormwater management conditions on ongoing construction site activities • Track reason(s) for non-compliance • Track number of follow-up inspections 	<p>25</p> <p>10</p> <p>9</p> <p>6</p> <p>237</p> <p>647 residential 548 commercial</p> <p>Inspections are documented and filed in Building Inspections and Capital Projects Inspections</p> <p>98</p> <p>See inspector notes</p>	<p>Number of construction site plan reviews</p> <p>Number of construction sites < 1</p> <p>Number of construction sites > 1</p> <p>Number of construction sites > 5</p> <p>Number of inspections by Capital Projects Inspectors</p> <p>Number of inspections by Building Inspectors</p> <p>Available for review upon request</p> <p>Available for review upon request</p> <p>See inspector notes</p>	<p>Yes, inspectors performing routine inspections to evaluate if proper BMPs are in place to reduce water pollution.</p>
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		<ul style="list-style-type: none"> Track number of violations issued and enforcement action taken 	0	Number of violations	
3	Informing and Training Building Inspectors (Capital Projects and Building Inspections Department)	<ul style="list-style-type: none"> Summary of the evaluation Identify and track new training methods and materials used during training sessions A list of personnel needing Stormwater Construction BMPs and erosion control training Training program materials Attendance lists Date(s) of training Trainer source 	<p>Staff evaluated by job duties</p> <p>Identified by department from job duties</p> <p>18</p> <p>See attendance rosters for materials, attendees, dates and source data.</p>	<p>Staff evaluated by job duties</p> <p>Identified by department from job duties</p> <p>Number of personnel</p> <p>See attendance rosters for materials, attendees, dates and source data.</p>	Yes, inspectors are trained to educate on stormwater pollution prevention information, specific pollutants of concern for receiving waters, methods for spotting and reporting stormwater runoff problems, and other building construction activities that may impact stormwater quality.

3	Informing and Training Capital Projects and Development Services Project Managers	<ul style="list-style-type: none"> • Summary of the evaluation • Identify and track new training methods and materials used during training sessions • A list of personnel needing Stormwater Construction BMPs and erosion control training • Training program materials • Attendance lists • Date(s) of training • Trainer source 	<p>Staff evaluated by job duties</p> <p>Staff identified by department from job duties</p> <p>10</p> <p>See attendance rosters for materials, attendees, dates and source data.</p>	<p>Staff evaluated by job duties</p> <p>Staff identified by department from job duties</p> <p>Number of personnel</p> <p>See attendance rosters for materials, attendees, dates and source data.</p>	<p>No, Project Managers review Plans for appropriate BMPs and erosion control measures. Training is reviewed and updated, as necessary, to educate pertinent employees on stormwater pollution prevention issues.</p>
3	Community Submitted Information for Construction Site Activity	Implementation Process	Reporting hotline has been established. In process of development to evaluate the program and procedures to track priority and reoccurring problem/issues.	Reporting hotline has been established. In process of development to evaluate the program and procedures to track priority and reoccurring problem/issues.	Yes, the City maintains a 24-hour operations hotline for reporting of construction site activity complaints/concerns. After receipt of a complaint/concern, issues are assigned to the appropriate department for proper investigation and response.

3	Parks and Recreation Construction Projects	<p>Track number of permitted construction sites > 1 acre</p> <ul style="list-style-type: none"> • Track number of inspections conducted by Capital Projects Inspections • Track number of inspections conducted by Parks Planning • Track reason(s) for non-compliance • Track number of follow-up inspections • Track number of violations issued and enforcement action taken 	<p>1</p> <p>0, Construction had not begun</p>	<p>Number of permitted construction sites > 1 acre</p> <p>Number of inspections</p> <p>Construction activity had not commenced at the end of the permit term year.</p>	<p>Yes, Plans are reviewed for adequate BMPs. Inspectors then conduct inspections to evaluate if proper BMPs are in place to reduce water pollution.</p>
4	Post Construction Stormwater Ordinance and Enforcement	<ul style="list-style-type: none"> • Date of adoption • Revise and edit locations and owner information for post construction devices under private ownership in the City • Track number of new post construction devices installed 	<p>9/23/2019</p> <p>List has been revised and updated</p> <p>1</p>	<p>Date of Adoption</p> <p>List has been revised and updated</p> <p>1</p>	<p>No, however ordinances, policies and procedures are in place to provide the City with the legal authority and enforcement measures that are inclusive and necessary for post construction stormwater management in new development and redevelopment.</p>

5	Facility Inventory	<ul style="list-style-type: none"> • Update list of municipally owned facilities with stormwater controls • Update map of municipally owned facilities • Review categorize municipal facilities according to risk potential for pollutant discharge and make revisions, as necessary 	<p>List and map of municipally owned facilities has been edited and updated.</p> <p>2</p> <p>Municipal facilities have been categorized.</p>	<p>List and map of municipally owned facilities has been edited and updated.</p> <p>Number of new facilities</p> <p>Municipal facilities have been categorized.</p>	<p>No, however, inventory and mapping identify where municipality stormwater controls are located as well as the stormwater outfalls corresponding to these facilities and the receiving waters. Comprehensive list and maps help staff responsible for stormwater compliance build a better awareness of their locations and their potential to contribute stormwater pollutants.</p>
5	Training and Education for Municipal Staff	<ul style="list-style-type: none"> • Identify employees or departments to receive training • Number of training events • Identify training methods • Identify training program materials • Attendance lists • Date(s) of training 	<p>Over 140</p> <p>Training events were held in each department based on job duties related to stormwater.</p> <p>Training roasters are on file with each department identifying attendees, training methods, training materials, and dates.</p>	<p>Number of employees</p> <p>Number of events</p> <p>See training rosters</p> <p>See training rosters</p> <p>See training rosters</p> <p>See training rosters</p>	<p>No, however, training helps staff build a better awareness of stormwater pollution prevention in their daily job duties.</p>
5	Street and Parking Lot Sweeping and Cleaning Program	Parks and Recreation provides miles swept per year	28,965	Miles swept	Yes, proactive street sweeping on a regular basis removes road debris before it gets into the stormwater drainage system.

5	Disposal of Waste Material	<ul style="list-style-type: none"> • Track tons of trash removed • Track tons of recycled materials collected 	<p>104,405</p> <p>5,111</p>	<p>Tons of trash</p> <p>Tons of recycled materials</p>	<p>Yes, waste materials removed from the small MS4 are disposed of in accordance with 30 TAC Chapters 330 or 335, as applicable, preventing trash and floatables from entering waterways.</p>
5	Herbicide and Pesticide Application to Minimize Runoff	<ul style="list-style-type: none"> • Track number of days chemical applications occurred • Track number of days in which a rainfall event occurred within 24 hours of chemical application • Track number of licensed applicators with knowledge and training regarding proper disposal etiquette as to not pollute stormwater • Track Training or education activities including training program materials, attendance lists, date(s) of training, trainer source 	<p>123</p> <p>7</p> <p>5</p> <p>3</p>	<p>Number of days of chemical application</p> <p>Number of days in which a rainfall event occurred within 24 hrs</p> <p>Number of licensed applicators</p> <p>Education activities</p> <p>See Rosters for more detailed information</p>	<p>Yes, applications are completed only when necessary and under the right conditions to aid in reduction of runoff and adverse environmental impacts.</p>

5	Maintenance of Structural Control Measures at Municipal Facilities	<ul style="list-style-type: none"> • Number, types, and locations of city controlled structural stormwater control measures • Number of new structural stormwater control measures controlled by the City • Number of inspections conducted on each identified structural stormwater control measure • Number and type of maintenance performed on City controlled structural stormwater control measures 	<p>19</p> <p>4</p> <p>12</p> <p>12</p>	<p>Number of devices</p> <p>Number of new devices</p> <p>Number of inspections conducted</p> <p>Number of maintenance activities (cleaning)</p>	Yes, design, implementation, inspection, and proper operation and maintenance ensure the long-term operation of structural controls measures at municipal facilities reducing their potential to contribute stormwater pollutants.
5	Third-party Contractor Requirements	<ul style="list-style-type: none"> • Develop a process to review existing contractual language for third-party contractor requirements • Actions taken to oversee contractor activities 	<p>Process has been developed through inspection procedures</p> <p>Frequent inspections</p>	<p>Process has been developed through inspection procedures</p> <p>Inspections are underway</p>	Yes, third-party contractors are contractually obligated to have trained and certified staff as well as policies and procedures that limit/eliminate any potential discharge of pollutants to the environment/stormwater while performing operations and maintenance activities.
5	Litter Collection by Municipal Staff	<ul style="list-style-type: none"> • Track number of trash rotations • Estimate number of trash bags used through the rotations through the year 	<p>453</p> <p>41,100</p>	<p>Number of rotations</p> <p>Number of trash bags used</p>	Yes, proper collection and disposal of trash reduces the introduction of pollutants into the waterways.

5	Stormwater System Inspections, Operations, and Maintenance	<ul style="list-style-type: none"> • Areas inspected • Date of inspection • Observations made • Problems reported • Maintenance performed • List of problem areas • Total feet TV'd 	<p>4</p> <p>October 1 thru December 31, 2019</p> <p>Overall, contractors comply with keeping up with the BMPs. Sometimes, reminders to maintain the BMPs are required.</p> <p>No major problems regarding BMPs,</p> <p>CCTV inspections recommended 206 linear feet of pipes to be cleaned.</p> <p>General problems observed were broken pipe, obstacles, voids in pipes</p> <p>33,000</p>	<p>Number of areas inspected</p> <p>Dates</p> <p>Observations made</p> <p>No major problems regarding BMPs</p> <p>Linear feet of pipe need to be cleaned</p> <p>List of problem area</p> <p>Linear Feet TV'd</p>	<p>Yes, operation and maintenance activities conducted on stormwater systems reduce the amount of sediment and associated pollutants discharged to the MS4 catch basins and surface drains.</p>
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5	Sewer System Inspections, Operations, and Maintenance	<ul style="list-style-type: none"> • Areas inspected • Date of inspection • Observations made • Problems reported • Maintenance performed • Total feet inspected • Total feet jetted • Complete 10% of the system for each year 	<p>2</p> <p>October 2018-July 2019</p> <p>See inspection paperwork</p> <p>See inspection paperwork</p> <p>1</p> <p>500,381</p> <p>527,762</p> <p>20%</p>	<p>Number of areas inspected</p> <p>Dates of inspection</p> <p>See inspection paperwork</p> <p>See inspection paperwork</p> <p>Number of areas maintenance was performed</p> <p>Linear feet</p> <p>Linear feet</p> <p>Percent Complete</p>	<p>Yes, operation and maintenance activities to be conducted on sewer systems reduce the amount of sediment and associated pollutants discharged to the MS4 catch basins and surface drains.</p>
5	Storm Inlet Debris Removal and Maintenance	Track number of storm inlet and creek debris removal and maintenance activities	87	Number of storm inlet debris removal and maintenance activities	<p>Yes, collecting field data through a smart phone application during creek surveillance helps to locate blocked storm inlet points so that work orders are generated directing the cleaning of these areas. Also, areas with on-going problems and/or concerns are noted and evaluated for improvements.</p>

5	Chemical Applications and Industrial Materials Management	<ul style="list-style-type: none"> • Provide up-to-date Safety Data Sheets in locations where chemicals are stored and used • Type and location of chemicals and materials used • Track dates of chemical applications • Non-chemical pest management measures • Track number and type of licensed applicators • Track Training or education activities including training program materials, attendance lists, date(s) of training, trainer source 	<p>Up-to-date safety data sheets have been printed and posted for staff members.</p> <p>Type and location of chemicals and materials used has been documented and filed in each department.</p> <p>All dates of chemical applications are documented and filed in each department.</p> <p>Departments use non-chemical pest management measures where available.</p> <p>12</p> <p>2</p> <p>See training rosters</p>	<p>Up-to-date safety data sheets have been printed and posted for staff members.</p> <p>Type and location of chemicals and materials used has been documented and filed in each department.</p> <p>All dates of chemical applications are documented and filed in each department.</p> <p>Departments use non-chemical pest management measures where available.</p> <p>Number of Licensed TDA applicators</p> <p>Number of training events</p> <p>See training rosters</p>	<p>Yes, Staff are equipped with knowledge and training regarding proper use and disposal protocol as to not pollute stormwater and to prevent run-off water from entering storm drains, sewers, surface water, and soils.</p>
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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)	<p>Explain progress toward goal or how goal was achieved.</p> <p>If goal was not accomplished, please explain.</p>
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1	<ul style="list-style-type: none"> • Track number of hits to website link for Stormwater Information and Education • Track target audiences • Track Public input and comments 	<p>Met goal.</p> <p>Stormwater Homepage: 279 pageviews, 205 unique pageviews. Stormwater Pollution Prevention: 61 pageviews, 51 unique pageviews; about a third of them came in through a short URL. Fats, Oil & Grease: 160 Pageviews, 117 unique pageviews. Storm Drain Education: 52 pageviews, 46 unique pageviews. Proper Way To Drain Swimming Pools: 146 pageviews, 127 unique pageviews. Stormwater Pollution: 72 pageviews, 35 unique pageviews</p>
1	<ul style="list-style-type: none"> • Track target audiences • Type of Educational materials distributed • Track number of purchased and/or created items for distribution • Methods and procedures for distribution of materials • Track Public Input and comments • Number of locations education is posted 	<p>Met goal.</p> <p>Over 1,082 printed brochures and other educational information was provided by the Health Department and Building Inspections Department. Printable information is also available online.</p>
1	<ul style="list-style-type: none"> •Track number of hits on videos link per year on website • Video for the Public TV Channel runs at least 4 times a day 	<p>Met goal.</p> <p>Video pages had 72 pageviews.</p> <p>Stormwater video is posted on the City's website. One video is targeted for all audiences and the other is targeted at a younger audience.</p>
1	<ul style="list-style-type: none"> • Include and track stormwater information with the number of building permits issued per year 	<p>Met goal.</p> <p>A total of 1,057 commercial and residential building permits were issued and stormwater information was handed out with each permit issued.</p>
1	<ul style="list-style-type: none"> • Approximate number of participants • Approximate amount of each collected material such as trash, recyclables, and used cooking oil • Count number of utility bill inserts sent to residence with information on Trash Bash 	<p>Met Goal.</p> <p>Trash Bash has 911 participants this year who collected 38 bags of trash. In addition, 12 gallons of used cooking oil was collected.</p> <p>Utility bill inserts promoting trash bags were sent to approximately 30,000 citizens.</p>

1	<ul style="list-style-type: none"> • Approximate number of participants • Track number of events 	<p>Met Goal.</p> <p>A total of 21 events with 250 participants were conducted for the Community and Corporate Environmental Clean Up program with a total of 141 bags of trash collected.</p>
1	<ul style="list-style-type: none"> • Compile a list of all City civic organizations and their respective contacts. • Track number of community events with presentations and information handed out regarding Stormwater education and water pollution prevention. • Approximate number of attendees at these events • Continue to provide information in the form of brochures in the Health department and in printable information on the city's website. 	<p>Met Goal.</p> <p>A total of 6 community events were attended over this permit year with an attendance of approximately 243 people.</p>
1	<ul style="list-style-type: none"> • Track number of newspaper articles with information regarding Stormwater education • In public city facilities, post stormwater public education on community information boards • Update and post stormwater information on Facebook • Update and post information on Twitter • Work with Richardson Neighborhoods on sharing stormwater information to Neighborhood HOA Leadership • Track number of short video clips posted throughout the year on the City website, YouTube, and other social media accounts 	<p>Met Goal</p> <p>Week in Review covered stormwater issues 19 times</p> <p>There were 3 Facebook posts covering stormwater issues.</p> <p>There were 8 articles of RichardsonToday.com that covered stormwater issues.</p> <p>There were 16 issues with Richardson Today Print that covered stormwater issues.</p>

1	<ul style="list-style-type: none"> • Approximate number of residents utilizing the facility • Provide information regarding HHW Program on city's website • Track efforts to increase public awareness of the HC3 through social media outlets and by providing information at public events and in public spaces throughout the City. • Updates to website 	<p>Met goal.</p> <p>We had 2,796 residents that dropped off items for HHW disposal. Information is posted on our website 365 days a week and 24 hours a day.</p>
1	<ul style="list-style-type: none"> • Continue providing pet waste stations to residents to protect waterways • Provide information regarding the impact pet waste has on stormwater and creeks on pet waste stations as well as with pet waste bags • Track the number of pet waste dispensing stations installed in the city parks • Track the number of disposable pet waste bags purchased by the city in each permit year 	<p>Met goal.</p> <p>The City continues to provide pet waste stations. There are over 910 dispensing stations in and around the city with approximately 377,600 bags used over the permit term year.</p>
1	<ul style="list-style-type: none"> • Map location of marked and unmarked storm drains • Number of storm drain markers installed during current year • Number of volunteers who participated • Review map for accuracy 	<p>Met goal.</p> <p>Maps have been updated to reflect storm drains that are marked.</p> <p>Despite extensive advertising highlighting this volunteer activity, there was no expressed interest over the past permit term year. This is still in place as needed for new developments and replacement of damaged and/or missing markers.</p>
1	<ul style="list-style-type: none"> • Track methods of publicizing and facilitating public reporting • Review and edit of standardized questions for accuracy and inclusion of necessary information 	<p>Met goal.</p> <p>Posted on 365 days a year and 24 hours a day on our website.</p> <p>Questions are reviewed and updated as necessary.</p>

1	<ul style="list-style-type: none"> • Track the number of public meetings and public hearings where SWMP information was presented • Track number of presentations where SWMP information is provided to civic organizations and community groups • Track number of public comments taken regarding SWMP and stormwater issues • Track number of hits to the SWMP website link • Track number of hits to the SWMP Annual Report Website Link • Provide a location on the website for the public to send comments along with their contact information to answer any questions they have 	<p>Met goal.</p> <p>Six (6) events were held that stormwater education was distributed.</p> <p>The Stormwater Management Plan and the last Annual Reports are posted on the website for the public to view and comment as necessary.</p> <p>Stormwater Homepage: 279 pageviews, 205 unique pageviews.</p> <p>Stormwater Pollution Prevention: 61 pageviews, 51 unique pageviews; about a third of them came in through a short URL.</p> <p>Fats, Oil & Grease: 160 Pageviews, 117 unique pageviews.</p> <p>Storm Drain Education: 52 pageviews, 46 unique pageviews.</p> <p>Proper Way To Drain Swimming Pools: 146 pageviews, 127 unique pageviews.</p> <p>Stormwater Pollution: 72 pageviews, 35 unique pageviews</p> <p>Stormwater: 45 searches on this term, 18 unique searches on this term.</p> <p>Stormwater Management Ordinance: 15 searches on this term, 1 unique search on this term.</p> <p>Stormwater Management Plan: 7 searches for this term, 3 unique searches on this term.</p>
1	<ul style="list-style-type: none"> • Track number of inspections performed • Track number of notice of violations issued • Track number of citations issued 	<p>Met goal. A total of 238 inspections were conducted.</p> <p>Total of 70 Violations were issued.</p> <p>Only 1 citation was issued.</p>
1	<ul style="list-style-type: none"> • Gallons of used cooking oil collected • Track number and type of public notices and advertising that were taken to create interest 	<p>Met goal.</p> <p>Approximately 206 gallons of used cooking oil was collected for the Annual NCTCOG Fall Used Cooking Oil Collection Event.</p> <p>Event was published on the City's Website, newsletters, and social media pages for the public.</p>

1	<ul style="list-style-type: none"> • Track number of newsletter articles with information regarding Stormwater education • Track number of hits to the Environmental Partnership website • In public city facilities, post stormwater public education on community information boards 	<p>Met goal.</p> <p>There were 6 issues of the Environmental Newsletter that contained issues regarding stormwater awareness.</p> <p>There were 279 pageviews for stormwater.</p> <p>Stormwater public education and information is posted on community information boards.</p>
1	<ul style="list-style-type: none"> • Track number of events in which Phil-Up the Blue Bag Mascot has attended 	<p>Met goal.</p> <p>Phil-Up attended 68 events in the City to promote recycling.</p>
2	<ul style="list-style-type: none"> • Develop a process to review existing ordinances to determine need for additional ordinance requirements with adequate legal authority to control pollutant discharges to the waters of the state. 	<p>Met goal.</p> <p>Process has been started to identify and work has begun to review these ordinances that contain references to stormwater.</p>
2	<ul style="list-style-type: none"> • Source of information used to develop map • Location and name of surface waters receiving discharges • Priority areas 	<p>Met goal.</p> <p>GIS continues to update mapping documents each year. Surface water bodies and their designated stormwater drainage basins have been identified and mapped. Priority areas are being identified as they are found.</p>
2	<ul style="list-style-type: none"> • Map location of outfalls new and old • Track number of new outfalls each year • Maintain Outfall inventory • Map new points of entry to the waterways • Track linear distance covered 	<p>Met goal.</p> <p>The City has a total of 1,654 outfalls.</p> <p>There were 37 new outfalls that have been identified this permit year term.</p> <p>Maps have been updated to reflect new information and new entry points.</p> <p>Linear feet covered is 42,232.17 for this permit year term.</p>
2	<p>Approximate total linear footage of creek covered during surface water surveillance while responding to a notification of a possible illicit discharge</p> <ul style="list-style-type: none"> • Track number of outfalls screened • Continue review of checklist, database information, and GIS maps for accuracy and missing data points 	<p>Met goal.</p> <p>Linear feet covered during creek surveillance and outfall screening is 42,232.17 for this permit year term.</p> <p>Check list, database, and maps have all been reviewed and edited as necessary for accuracy and missing information.</p> <p>A total of 37 outfalls were screened along the City's creeks.</p>

2	<ul style="list-style-type: none"> • Track the number of SSOs per year under 1,000 gallons that do not reach the waters of the state (monthly) • Track the number of SSOs above 1,000 gallons (per SSO) • Total volume of SSOs • Track number of customer sewer complaints • Review and update current SOP as applicable 	<p>Met Goal</p> <p>City Utilities has jetted 38,513 linear feet of sanitary sewer line and has TV'd 33,088 linear feet of sanitary sewer line.</p> <p>City Utilities tracks SSOs via Cityworks for this permit term year.</p> <p>There were 14 SSOs under 1,000 gallons and 74 SSOs over 1,000 gallons for the permit year term.</p> <p>A total of 1,150,212 gallons of SSO was tracked this permit term year.</p> <p>Customer sewer complaints are logged and tracked through Cityworks and are available upon request.</p> <p>SOPs are all up to date at this time.</p>
2	<ul style="list-style-type: none"> • Track number of spill response events completed by the Fire Department • Type of spill • Method of cleaning spill • Date of resolution 	<p>Met Goal</p> <p>City Fire Department responded to 742 hazardous spill events.</p> <p>Documentation of type of spill, method of cleaning and resolution date are documented and stored and provided upon request.</p>
2	<ul style="list-style-type: none"> • Track number of spill response events completed by the Contractor • Type of spill • Method of cleaning spill • Date of resolution 	<p>Met Goal</p> <p>The City had one (1) event that required our 3rd Party Contractor, ProTech, to respond to.</p> <p>Documentation of type of spill, method of cleaning and resolution date are documented and stored and provided upon request.</p>
2	<ul style="list-style-type: none"> • Summary of the evaluation • A list of departments with personnel needing IDDE training 	<p>Met Goal</p> <p>Every new hire is educated on stormwater IDDE on orientation day. In addition, each department has evaluated their staff for the need of any additional IDDE training necessary for their job duty.</p> <p>List is compiled and documented by their department's SWMP Contact.</p>

2	<ul style="list-style-type: none"> • Total number of IDDE related calls received • Review and revise, as necessary, written procedures for receipt and consideration of information submitted by the public • Track updates and/or changes to written procedures as applicable • Conduct training sessions with SCADA on the importance of answering each question as complete as they can • Review each question for SCADA to make sure they have the right questions and the questions are capturing the right information • Track trends for areas with issues and the kinds of issues that are the most frequent 	<p>Met Goal</p> <p>In addition to creek surveillance for IDDE, the Health Department received 25 complaints/concerns from citizens for reporting of IDDE.</p> <p>Written procedures have been reviewed and updated as necessary with changes noted. Training on these procedures have been conducted with SCADA and other departments on IDDE related complaints/concerns.</p> <p>IDDE Response Center actions are documented and noted so that trends for areas with issues and the kinds of issues that are more frequent. Two (2) issues are frequently noted this permit term year throughout the city. They are blowing leaves/grass clippings into storm drains and draining of swimming pools.</p>
2	<ul style="list-style-type: none"> • Track number of on-site sewage disposal systems • Track number of inspections and results of the inspection 	<p>Met goal</p> <p>We have only one (1) in the City and it was inspected to make sure it is operated and maintained in a way that prevents it from polluting stormwater and/or water quality in any way.</p>
2	<ul style="list-style-type: none"> • Track investigation/inspection reports with the date observed, elimination method, and date resolved • Track results of follow-up investigations or field screening, as applicable 	<p>Met Goal</p> <p>The Health Department received 25 complaints/concerns from citizens for reporting of IDDE. These investigations/inspections are tracked through follow up actions and are documented/reported in Response Center and can be provided upon request for review.</p>

<p>3</p>	<ul style="list-style-type: none"> • Continue providing Stormwater Education and Information to Construction Plans during the plan review stage in an effort to educate citizens and contractors understand the importance of waterway protection. • Track the number of Construction Plan Reviews • Track the number of SWPPPs reviewed • Track number of building permits issued that are a concern for potential to impact stormwater • Track number of NOVs for residential construction • Track number of NOVs for commercial construction 	<p>Met Goal</p> <p>Stormwater Education and Information is distributed and reinforced during pre-construction meetings.</p> <p>Capital Projects conducted 25 construction site plan reviews and 18 SWPPP reviews.</p> <p>Building Inspection issued 589 building permits with concerns for the potential to impact stormwater.</p> <p>Building Inspections issued 60 Notices of Violation for residential properties and 45 Notices of Violation for Commercial Properties to combat construction related stormwater problems.</p>
<p>3</p>	<ul style="list-style-type: none"> • Track changes to existing database • Total number of new constructions sites • Total number of existing construction sites • Total number of closed constructions sites this year 	<p>Met Goal.</p> <p>Construction Site Inventory Database</p> <p>There were 1033 residential and 24 Commercial new construction sites present in the City.</p> <p>There are 82 residential and 18 commercial existing construction sites present in the City.</p> <p>There are 585 residential and 27 commercial construction sites that have closed over the past permit year term.</p>

<p>3</p>	<ul style="list-style-type: none"> • Track number of permitted activity public and private construction sites < 1 acre • Track number of permitted activity public and private construction sites > 1 acre • Track number of inspections conducted by Capital Projects Construction Inspections • Track number of inspections conducted by Building Inspections • Track number of Construction Site Reports indicating changes are required to stormwater BMPs and other stormwater management conditions on ongoing construction site activities • Track reason(s) for non-compliance • Track number of follow-up inspections • Track number of violations issued and enforcement action taken 	<p>Met Goal</p> <p>There were 10 permitted activity public and private construction sites < 1 acre</p> <p>There were 9 permitted activity public and private construction sites > 1 acre.</p> <p>There were 6 permitted activity public and private construction sites > 5 acres.</p> <p>There were 237 inspections conducted by Capital Projects Construction Inspections.</p> <p>There were 1195 inspections conducted by Building Inspections</p> <p>Stormwater BMPs were documented and reviewed for the Construction Site Plan Reviews and SWPPP Reviews. Any deficiencies were noted and brought to the attention of the contractor</p> <p>Inspections, follow-up inspections and non-compliance issues were also documented and filed.</p> <p>No violations were issued.</p> <p>All documentation above is available upon request in the Capital Projects Department.</p>
<p>3</p>	<ul style="list-style-type: none"> • Summary of the evaluation • Identify and track new training methods and materials used during training sessions • A list of personnel needing Stormwater Construction BMPs and erosion control training • Training program materials • Attendance lists • Date(s) of training • Trainer source 	<p>Met Goal</p> <p>Inspectors from Capital Projects and Building Inspectors job duties have been evaluated for training.</p> <p>A total of 18 personnel has been trained for Stormwater Construction BMPs and Erosion Control.</p> <p>Rosters with attendees, training materials, dates of training, and trainer source are documented and available upon request.</p>

3	<ul style="list-style-type: none"> • Summary of the evaluation • Identify and track new training methods and materials used during training sessions • A list of personnel needing Stormwater Construction BMPs and erosion control training • Training program materials • Attendance lists • Date(s) of training • Trainer source 	<p>Met Goal</p> <p>Project Managers from Capital Projects and Development Services have been evaluated for training.</p> <p>A total of 10 personnel has been trained for Stormwater Construction BMPs and Erosion Control.</p> <p>Rosters with attendees, training materials, dates of training, and trainer source are documented and available upon request.</p>
3	<ul style="list-style-type: none"> • The implementation process 	<p>Met Goal</p> <p>Reporting hotline has been established. In the process of development to evaluate the program and procedures to track priority and reoccurring problems/issues.</p>
3	<ul style="list-style-type: none"> • Track number of permitted construction sites > 1 acre • Track number of inspections conducted by Capital Projects Building Inspections • Track number of inspections conducted by Parks Planning • Track reason(s) for non-compliance • Track number of follow-up inspections • Track number of violations issued and enforcement action taken 	<p>Met Goal</p> <p>There were 1 permitted construction sites through Parks and Recreation Department that are > 1 acre.</p> <p>Inspections have not begun on this project because construction activity has not begun for this permit year term.</p>
4	<ul style="list-style-type: none"> • Date of adoption • Revise and edit locations and owner information for post construction devices under private ownership in the City • Track number of new post construction devices installed 	<p>Met Goal</p> <p>The Post Construction Ordinance was adopted by City Council on 9/23/2019. Letters sent out to all owners on 10/04/2019 and 01/31/2020 on the requirements on having an operation and maintenance plans filed with the county by 03/31/2020.</p> <p>We have received O&M Plans for 3 properties with a total of 4 devices covered.</p> <p>There was one (1) new stormceptor added to the list this permit year term.</p>

5	<ul style="list-style-type: none"> • Update list of municipally owned facilities • Update map of municipally owned facilities • Review categorize municipal facilities according to risk potential for pollutant discharge and make revisions, as necessary. 	<p>Met Goal</p> <p>List and map of municipally owned facilities has been edited and updated to include the New Public Safety Campus and the New Fire Station 3.</p> <p>All municipal facilities have been categorized according to risk Potential for pollutant discharge.</p> <p>All documents are available for review upon request.</p>
5	<ul style="list-style-type: none"> • Identify employees or departments to receive training • Number of training events • Identify training methods • Identify training program materials • Attendance lists • Date(s) of training 	<p>Met Goal</p> <p>Over 140 City staff have been in training events held per their department requirements related to stormwater pollution awareness.</p> <p>Training rosters are on file with each department and available upon request identifying attendees, training methods, training materials, training methods, and dates.</p>
5	<ul style="list-style-type: none"> • Sweeping schedule/frequency • Track number of miles of streets swept • Document revisions to street sweeping and cleaning program procedures 	<p>Met Goal</p> <p>Parks and Recreation has swept 28,965 miles this permit term.</p> <p>Street sweeping and cleaning procedures have been reviewed and revised as needed.</p> <p>All documents are available for review upon request.</p>
5	<ul style="list-style-type: none"> • Track tons of trash removed • Track tons of recycled materials collected 	<p>Met Goal</p> <p>Solid waste collected 104,405 tons of trash and 5,111 tons of recycled material this permit term.</p>

5	<ul style="list-style-type: none"> • List of names of pesticides and herbicides used • Track number of days chemical applications occurred • Track number of days in which a rainfall event occurred within 24 hours of chemical application • Track number of licensed applicators with knowledge and training regarding proper disposal etiquette as to not pollute stormwater • Track Training or education activities including training program materials, attendance lists, date(s) of training, trainer source 	<p>Met Goal</p> <p>List of names of pesticides and herbicides used has been complied.</p> <p>Golf Course documented 123 days where chemical applications occurred. Seven (7) of those days were followed with a rainfall event that occurred within 24 hours of application.</p> <p>Golf Course has 5 licensed applicators that attended 3 education activities for their job duties and stormwater pollution education. They are all trained per TDA licensing requirements.</p> <p>All documents are available for review upon request.</p>
5	<ul style="list-style-type: none"> • Number, types, and locations of city controlled structural stormwater control measures • Number of new structural stormwater control measures controlled by the City • Number of inspections conducted on each identified structural stormwater control measure • Number and type of maintenance performed on City controlled structural stormwater control measures 	<p>Met Goal</p> <p>There are 19 city controlled structural stormwater devices at 13 municipal locations.</p> <p>Fire Station 1 (Public Safety Complex) has 2 new grease traps and Fire Station 3 has a new grease trap and interceptor in place.</p> <p>A total of 12 inspections have been completed on these identified structural stormwater control measures.</p> <p>A total of 12 cleaning events have taken place on these identified structural stormwater control measures.</p> <p>All documents are available for review upon request.</p>
5	<ul style="list-style-type: none"> • Develop a process to review existing contractual language for third-party contractor requirements • Actions taken to oversee contractor activities 	<p>Met Goal</p> <p>Process has been developed and contractors are inspected by Capital Projects Inspectors for compliance.</p> <p>Inspections are conducted of the contractors on a quarterly basis and/or after rain events.</p>
5	<ul style="list-style-type: none"> • Track number of trash rotations • Estimate number of trash bags used through the rotations through the year 	<p>Met Goal</p> <p>There were 453 trash rotations conducted by the Parks and Recreation Department with an estimated 41,300 bags of trash collected.</p>

<p>5</p>	<p>Stormwater Conveyance System</p> <ul style="list-style-type: none"> • Areas inspected • Date of inspection • Observations made • Problems reported • Maintenance performed • List of problem areas • Total feet TV'd 	<p>Met Goal</p> <p>Areas inspected have been Upper Floyd Branch Area, bounded by Custer Rd (W), Belle Grove Dr (N), Kaufman St and Downing Dr (S), and Greenville Rd (East)</p> <ul style="list-style-type: none"> - Special (offsite locations) inspection areas: <ul style="list-style-type: none"> o 1000 block of Cedar Lane at Cottonwood Creek o 1100 block of Edith Circle at Lilac Court o 1500 block of N. Waterview Drive between Greenbriar Lane and Meadowview Drive <p>Dates of inspections for the stormwater conveyance system were from October 1 thru December 31, 2019.</p> <p>General problems and observations made were broken pipe, obstacles in the pipe, voids in the pipes</p> <p>CCTV inspections recommended 206 linear feet of pipes to be cleaned.</p> <p>33,000 linear feet inspected</p>
<p>5</p>	<p>Sanitary Sewer System</p> <ul style="list-style-type: none"> • Areas inspected • Date of inspection • Observations made • Problems reported • Maintenance performed • Total feet inspected • Total feet jetted • Complete 10% of the system for each year 	<p>Met Goal</p> <p>Two (2) areas of the City were inspected over the permit year term between October 2018 – July 2019. Observations and problems were noted and prioritized for maintenance operations to be performed.</p> <p>A total of 500,381 linear feet was inspected.</p> <p>A total of 527,726 linear feet was jetted.</p> <p>Therefore, 20% of the system was completed over this permit year term.</p>
<p>5</p>	<ul style="list-style-type: none"> • Track number of storm inlet and creek debris removal and maintenance activities 	<p>Met Goal</p> <p>There was a total of 87 stormwater inlet areas were creek debris removal and maintenance activities occurred over this permit term year.</p>

5	<ul style="list-style-type: none"> • Provide up-to-date Safety Data Sheets in locations where chemicals are stored and used • Type and location of chemicals and materials used • Track dates of chemical applications • Non-chemical pest management measures • Track number and type of licensed applicators • Track Training or education activities including training program materials, attendance lists, date(s) of training, trainer source 	<p>Met Goal</p> <p>Up-to-date safety data sheets are in locations where chemicals are stored.</p> <p>Documentation is maintained tracking dates, types, and locations of chemical applications.</p> <p>Where available non-chemical pest management measures are used.</p> <p>Training and education are tracked for all 12 TDA licensed applicators with 2 noted training events for this permit term year.</p>
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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.?

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.

A small section (Segment 0820B-01 of Rowlett Creek) is listed on the EPA Approved 303(d) List and in the 2016 Texas 303(d) List with a bacteria impairment. There is only one (1) outfall located within this segment. The remaining portion of this segment flow through undeveloped park property. The distance from the outfall to the City of Richardson Limit is about 73 feet. Preparations are underway to perform sampling events at various locations upstream, within stream and downstream of the outfall to determine any bacterial increase/decrease as the stream flows through Richardson.

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:

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE

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

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE

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

Description of bacteria-focused BMP	Comments/Discussion
NOT APPLICABLE	NOT APPLICABLE

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.

Benchmark Indicator	Description/Comments
NOT APPLICABLE	NOT APPLICABLE

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1	Stormwater Information on the City of Richardson Web Site	We will continue to track hits to the stormwater information of the City's Website.
1	2	Distribute Educational Material	We will continue to distribute brochures and other educational information provided by the Health Department and Building Inspections Department. Printable information is also available online.
1	3	<ul style="list-style-type: none"> • Stormwater Video on City Webpage • Stormwater Video on Public TV Channel for the City 	<p>We will continue to count the hits to the stormwater video on the City's website.</p> <p>We will continue to air the stormwater videos on the Public TV channel for the City.</p>
1	4	Building Construction Community Education	We will continue to distribute brochures and other educational information provided by the Building Inspections Department. Printable information is also available online.
1	5	Trash Bash	We will continue to promote trash bash through media outlets for the City.
1	6	Community and Corporate Environmental Clean Up Program	We will continue to promote the Community and Corporate Environmental Clean Up Program.

1	7	Presentations to Civic Groups, Schools, and Neighborhood Leadership Groups	We will continue to reach out to civic groups, schools, and neighborhood leadership groups in order to provide presentations for the promotion of stormwater pollution awareness.
1	8	Stormwater Education using the newspaper, the City website, Richardson Today's Website, social media, YouTube, and public spaces	We will continue to promote stormwater education through all the City's media outlets for the promotion of stormwater pollution awareness.
1	9	Proper Disposal of Household Hazardous Waste (HHW)	We will continue the promotion of the use of the proper disposal of household hazardous waste on all the City's media outlets.
1	10	Pet Waste Station Installation and Maintenance	We will continue to reinforce the public to use the pet waste stations through all of the City's media outlets.
1	11	Storm Drain Curb Markers	We will continue to offer this volunteer program and will expand the promotion of the program through all of the City's media outlets.
1	12	24-Hour Operations Reporting Hotlines	We will continue to promote our 24-hour operations reporting hotline through all the City's media outlets.
1	13	Public Notification Process of the City of Richardson's Stormwater Management Plan (SWMP)	We will continue to provide the links on the City's Website for the SWMP and the Annual Reports. We will also notify the public of the existence of the SWMP and the Annual Reports through the City's media outlets. This will allow for public participation by providing contact information for their questions and comments.
1	14	Grease Traps	We will continue the inspections of City Facilities and food establishments. We will also continue to track and document violations and citations.
1	15	Annual NCTCOG Fall Used Cooking Oil Collection Event	We will continue to promote the Annual NCTCOG Fall Used Cooking Oil Collection Event through the media outlets for the City.
1	16	Environmental Partnership Initiative and the Richardson's Environmental Resources Newsletter	We will continue to provide this newsletter to promote, educate, and inform the public regarding good environmental resources and being good stewards of our current environmental activities to include stormwater and water quality protection.
1	17	Phil-Up the Blue Bag Mascot	Phil-Up will continue to promote recycling throughout the City by handing out blue recycling bags to the community.
2	1	Legal Authority and Enforcement Measures	Legal authority and enforcement measures will be reviewed to determine the need for additional ordinance requirements with adequate legal authority to control pollutant discharges to the waters of the state.

2	2	MS4, Stormwater, and Sewer System Mapping	MS4, Stormwater, and Sewer System Mapping will continue to be reviewed and updated as necessary.
2	3	Outfall Inventory and New Outfall Reconnaissance	Outfall inventory will continue to be conducted through outfall reconnaissance.
2	4	MS4 Surface Water Surveillance via Development of Surface Water Observation Database	MS4 surface water surveillance will continue to be conducted and documented in the Surface Water Observation Database.
2	5	Prevention and Response to Sanitary Sewer Overflow (SSO)	The SSO SOP will be reviewed annually to ensure that City staff respond and document quickly and accurately to SSOs. Problem areas are noted for repair and maintenance.
2	6	City Fire Department Spill Response and Hazardous Material Response	The Fire Department will continue training, education, and tracking of spills and hazardous material response actions that promote stormwater protection.
2	7	Contractor Spill Response and Hazardous Material Response	The Health Department will continue training, education, and tracking of spills and hazardous material response actions that promote stormwater protection.
2	8	Informing and Training Field Staff	We will continue training and education of field staff to promote stormwater pollution prevention and awareness.
2	9	Illicit Discharges Reporting	We will continue documenting illicit discharges through Response Center.
2	10	On-Site Sewage Disposal Systems	We only have one (1) on-site sewage disposal system in the City. We will continue our annual inspection of this residence to ensure that it does not impact stormwater.
2	11	IDDE Response, Investigation, and Inspections	We will continue the documentation of illicit discharges from response action, investigation/inspection, and corrective action, if necessary, through Response Center.
3	1	Construction Site Plan and Permitting Procedures and Legal Authority	We will continue providing stormwater education and information with Construction Plans during the plan review stage. We will continue to track the number of Construction Plan Reviews, SWPPPs reviewed, number of building permits issues that have a concern for the potential to impact stormwater, and the number of NOV for residential and commercial.
3	2	Construction Site Inventory	We will continue to evaluate current construction site inventory database noting new and closed construction site activity in the City.

3	3	Construction Site Inspections and Enforcement	<p>We will continue to review existing procedures for inspecting large and small projects to include inspection frequency criteria, written or electronic reporting and tracking of enforcement requirements.</p> <p>We will continue to conduct inspections of active local construction sites that discharge stormwater to the MS4 to determine compliance with local construction storm water regulations and appropriate coverage under the TPDES CGP, TXR150000.</p>
3	4	Informing and Training Building Inspectors (Capital Projects and Building Inspections Department)	We will continue training and education of inspectors for Building Inspections and Capital Projects to promote stormwater pollution prevention and awareness.
3	5	Informing and Training Capital Projects and Development Services Project Managers	We will continue training and education of Capital Projects and Development Services Project Managers to promote stormwater pollution prevention and awareness.
3	6	Community Submitted Information for Construction Site Activity	We will begin to educate the public about construction site related stormwater problem/issues and where they may report them.
3	7	Parks and Recreation Construction Projects	We will continue to conduct inspections of active City owned construction projects that discharge stormwater to the MS4 to determine compliance with local construction storm water regulations and appropriate coverage under the TPDES CGP, TXR150000. Documentation will be completed for any non-compliance issues, follow-up inspections, violation issued, and enforcement action taken.
4	1	Post Construction Stormwater Ordinance and Enforcement	We will continue the enforcement of ordinance amended in Chapter 21 of the Code of Ordinances of the City of Richardson for legal authority and enforcement measures that are inclusive and necessary to meet the requirements of the TCEQ TPDES MS4 General Permit TXR040042 Post Construction Requirements.
5	1	Facility Inventory	<p>We will continue to maintain and assess the inventory of municipally owned facilities.</p> <p>We will continue to review and categorize municipal facilities according to risk potential for pollutant discharge.</p>

5	2	Training and Education for Municipal Staff	We will continue training and education of municipal staff with job duties that may impact stormwater quality and promote stormwater pollution prevention and awareness.
5	3	Street and Parking Lot Sweeping and Cleaning Program	We will continue required street sweeping schedule of streets, roadways, and parking lots in order to reduce the amount of sediment and associated pollutants discharged to the MS4 from roadways.
5	4	Disposal of Waste Material	We will continue to remove waste materials from the small MS4 and dispose of it in accordance with 30 TAC Chapters 330 or 335, as applicable.
5	5	Herbicide and Pesticide Application to Minimize Runoff	We will continue to track days of chemical applications have occurred. We will continue to track number of days in which a rainfall event occurred within 24 hours of chemical application. We will continue to track the training and education activities of all licensed applicators.
5	6	Maintenance of Structural Control Measures at Municipal Facilities	We will continue to update our inventory of the number, types, and locations of the city's structural stormwater control measures. Inspections will be conducted to identify and document operation and maintenance needs for each device.
5	7	Third-party Contractor Requirements	Inspectors will continue inspections of the third-party contractors whom are contractually obligated to have trained and certified staff as well as policies and procedures that limit/eliminate any potential discharges of pollutants to stormwater while they perform operations and maintenance activities.
5	8	Litter Collection by Municipal Staff	Municipal Staff will continue the proper collection and disposal of trash reducing the introduction of pollutants into our waterways.
5	9	Stormwater System Inspections, Operations, and Maintenance	We will continue inspections, operations and maintenance activities on the stormwater systems to reduce pollutant discharges to the MS4 catch basin and surface drains.
5	10	Sewer System Inspections, Operations, and Maintenance	We will continue inspections, operations and maintenance activities on the sanitary sewer systems to reduce pollutant discharges to the MS4 catch basin and surface drains.
5	11	Storm Inlet Debris Removal and Maintenance	We will continue to collect data through creek surveillance in an effort to locate blocked stormwater inlets so that work orders can be generated for debris removal, cleaning and maintenance of these inlets. On-going problems and/or concerns are noted and evaluated for improvements.

5	12	Chemical Applications and Industrial Materials Management	Continue to provide up-to-date safety data sheets. Continue to document date of application, type of chemical, and location of chemical use. Continue to enforce non-chemical pest management measures where available. Continue to track training and education of TDA licensed applicators.
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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)
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE

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.).

NOT APPLICABLE

G. Additional BMPs for TMDLs and I-Plans

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans.

BMP	Description	Implementation Schedule (start date, etc.)	Status/Completion Date (completed, in progress, not started)
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE

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:

Name and Explanation:

Name and Explanation:

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: _____

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):

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

___ Yes X No

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

The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	NOT APPLICABLE

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): Dan Johnson Title: City Manager

Signature:  Date: 3/20/2020

Name of MS4 City of Richardson

Name (printed): _____ Title: _____

Signature: _____ Date: _____

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.

