

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040042

Reporting Year 3

Annual Reporting Year Option Selected by MS4:

Calendar Year: X

Permit Year: _____

Fiscal Year: _____ Last day of fiscal year: _____

Reporting period beginning date: (month/date/year) January 1, 2021

Reporting period end date: (month/date/year) December 31, 2021

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

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

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A copy of the annual report was submitted to the TCEQ Region: YES X 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	Education of Building Construction Community	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 Event	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, Nextdoor 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 resident's 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 so 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 current environmental issues and ways to help beautify Richardson through the Community & Corporate Environmental Cleanup Program.
1	Phil-Up the Blue Bag Mascot appearances	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 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 investigation notes of illicit discharges to 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 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 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 located in 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 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 compliant 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 for 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 an assessment of each facility's 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 to 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 receives additional training in their assigned department based on their 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 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 to remove 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 scheduled and documented 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 and 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 Engineering 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 to correct any deficiencies during operations and maintenance activities.
5	Sewer System Inspections, Operations, and Maintenance	Yes, Inspections of the sewer system along with operation and maintenance activities conducted on sewer systems help reduce the number of sewer overflows and associated pollutants discharged to the MS4 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)
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1	Stormwater Information on the City of Richardson Web Site	Communications track number of hits	<p>Stormwater Homepage: 480 pageviews, 349 unique pageviews.</p> <p>Stormwater Pollution Prevention: 194 pageviews, 157 unique pageviews</p> <p>Fats, Oil & Grease: 235 Pageviews, 194 unique pageviews.</p> <p>Storm Drain Marking Initiative: 192 pageviews, 147 unique pageviews.</p> <p>Proper Way to Drain Swimming Pools: 435 pageviews, 382 unique pageviews.</p>	Hits to website/links	No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will potentially reduce the introduction of pollutants into our waterways.
1	Distribute Educational Material	Number of items printed related to storm water awareness	Approximately 1,000	Number printed and made available at various brochure pick up locations	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	<p>5 Hits</p> <p>Stormwater video airs on Public TV Channel for City 4 times a day.</p>	<p>Hits on the videos</p> <p>Stormwater video airs on Public TV Channel for City 4 times a day.</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.
1	Building Construction Community Education	Permit tracking system Permits issued with contractor education attached	<p>475</p> <p>12</p>	<p>Residential permits issued</p> <p>Commercial permits issued</p>	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 public event	Number from Participation	30,000 122 99 0 75 25 (Due to COVID-19 event was held as a drive thru event.)	Utility Bill Inserts Participants Bags of trash Pounds/recyclable Gallons/used cooking oil Packets of stormwater pollution education material provided to participates	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.
1	Community and Corporate Environmental Clean Up Program	Number from Participation	37 368 149	Total Events Number of participants bags 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>0 (Public events were prohibited due to COVID-19)</p> <p>0 (Public events were prohibited due to COVID-19)</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. Our brochures were located within our Health Department Suite in past years. Office renovations as well as COVID-19 concerns prompted us to move the brochures to the main central hallway. This area has made the brochures more visible and readily available during voting, while the citizens conduct City business, and other times in which the City Hall is open for business.</p>

1	Stormwater Education using the newspaper, the City website, Richardson Today's Website, social media, YouTube, Nextdoor and public spaces	Communications counts number of posts and articles	28 21 39	Number social media posts Number of articles in Richardson Today Newspaper (Print and .com versions) Number of articles in Week in Review Articles	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.
1	Proper Disposal of Household Hazardous Waste (HHW)	Number from Participation	2,611	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	100 355,200	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 an impact to 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	Maps are current. We had one volunteer registered this year, but they have been unable to begin due to COVID-19 and church reorganizations.	Map Updates Number of Participants	Yes, this activity is offered as a volunteer opportunity. Citizens mark drains to provide awareness that the storm drain 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 and referenced in Richardson Today stories as appropriate.	This number is included on most correspondence, through website, newspaper and social media accounts.	Yes, this reporting hotline is posted on several public media outlets so that citizens can easily 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	480 480 0 0 (Public events were prohibited due to COVID-19) Stormwater Management Plan and the last Annual Reports are posted on the website for the public to view and comment as necessary.	Number of hits to SWMP website Number of hits to the annual report Changes to the SWMP requiring public notice in the newspaper 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 	1,004 381 0	Number of grease trap inspections Number of Violations Number of Citations	Yes, our staff inspects grease traps at 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	240 30,000	Gallons collected Utility Bill Inserts	Yes, offering a collection event for residents reduces 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 Number of hits to the Environmental Partnership Initiatives website	12 1,355	Number of issues Number of website hits	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	<p>0 (Due to COVID-19 no events have been held.)</p> <p>Since public events were cancelled, information was sent to our residents that blue recycling bags were being made available, for their convenience, through City Hall.</p>	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 for adequate legal authority to control pollutant discharges to the waters of the state.	<p>Instances of enforcement and subsequent actions taken to eliminate the illicit discharges have been reviewed.</p> <p>Continuing to Conduct research on other Phase II Level 3 cities in the area.</p>	<p>Instances of enforcement and subsequent actions taken to eliminate the illicit discharges have been reviewed.</p> <p>Documents have been printed to help survey and compare our ordinance with others over the next year.</p>	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 • Manufacturing 	<p>Updated GIS and mapping documents each year</p> <p>Priority areas are the residential areas this year due to a lot of remodeling.</p> <p>Process has begun to identify manufacturing facilities that have SIC codes that would require either a MSGP NOI or NEC.</p>	<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>Manufacturing areas are identified and are monitored more frequently.</p>	<p>No, our GIS group provides mapping support, analysis, training, and database management to all our departments. This aids 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>25</p> <p>1,684</p> <p>Maps have been updated</p> <p>55,448.13</p>	<p>Total new outfalls</p> <p>Total outfalls</p> <p>Maps have been updated</p> <p>Linear feet</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	<p>55,448.13</p> <p>55</p>	<p>Linear feet</p> <p>Number of outfalls screened</p>	<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 or environmental impact.</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 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>255,733</p> <p>319,406</p> <p>27</p> <p>10</p> <p>38,632</p> <p>1,213</p> <p>No updates necessary at this time.</p>	<p>Linear feet TV'd</p> <p>Linear feet jetted</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>Number of customer sewer complaints</p> <p>No updates necessary at this time.</p>	<p>Yes, inspection of 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 surface drains during an overflow. 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	480	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	40	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	<p>Summary of the evaluation</p> <p>A list of departments with personnel needing IDDE training</p>	<p>10</p> <p>List has been compiled and documented in each department</p>	Number of staff trained	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	<p>154</p> <p>Review questions for SCADA to ask the public.</p> <p>Track trends for areas</p> <p>Conduct training for SCADA operators on getting accurate info.</p>	<p>Approximate number of IDDE related calls received</p> <p>SCADA questions have been reviewed.</p> <p>Trend this year is residential home remodeling pollution and contamination.</p> <p>This has been conducted but will need to be reconducted as we have recently added all new staff.</p>	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	<p>154</p> <p>Response Center notes are provided upon request.</p>	<p>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.</p>	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, environment, and water quality.

3	Construction Site Plan and Permitting Procedures and Legal Authority	Track the number of SWPPPs reviewed	7	Number of plan reviews	No, Engineers review plans for adequate stormwater BMPs. The potential for pollutants will be reduced when the appropriate BMPs are utilized.
		Building Permits w/info	487	Number of Building Permits	
		NOV for residential	381	Number of NOV Residential	
		NOV for commercial	8	Number of NOV Commercial	
		Citations issued for commercial	5	Number of citations issued for commercial	
		Citations issued for residential	25	Number of citations issued for residential	
3	Construction Site Inventory for Building Inspectors	Number of construction sites present in the City for Building Inspectors	93 residential 5 commercial 15 residential 3 commercial 367 residential 4 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 Inventory for Capital Projects and Development Services	Number of construction sites present in the City for Capital Projects and Development Services	26 17 9 5	Total construction sites present in the city. 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	• Track number of Construction Site Plan Reviews	36	Number of construction site plan reviews	Yes, inspectors performing routine inspections to evaluated if proper BMPs are in place to reduce water pollution.
			7	Number of SWPPP Reviews	
		• Track number of permitted activity public and private construction sites < 1 acre	16	Number of construction sites < 1 acre	
		• Track number of permitted activity public and private construction sites > 1 acre	6	Number of construction sites > 1 acre	
		• Track number of permitted activity public and private construction sites > 5 acre	3	Number of construction sites > 5 acres	
		• Track number of inspections conducted by Capital Projects Construction Inspections	284	Number of inspections by Capital Projects Inspectors	
		• Track number of inspections conducted by Building Inspections	1,005 residential 20 commercial	Number of inspections by Building Inspectors	
		• Track number of Construction Site Reports indicating changes are required to stormwater BMPs and other stormwater management conditions at ongoing construction site activities	68	Available for review upon request	
• Track reason(s) for non-compliance	68	Number of deficiencies			

		<ul style="list-style-type: none"> • Track number of follow-up inspections • Track number of violations issued and enforcement action taken 	<p>48</p> <p>0</p>	<p>Number of follow-up inspections</p> <p>Number of citations (Capital Projects Inspectors)</p>	
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 Identified by department from job duties</p> <p>Training has been and will continue to be conducted both online and in person</p> <p>10</p> <p>Training rosters are available upon request with details of training materials used, date of training and trainer sources.</p>	<p>Staff evaluated by job duties Identified by department from job duties</p> <p>Training has been and will continue to be conducted both online and in person</p> <p>Number of personnel</p> <p>Training rosters are available upon request with details of training materials used, date of training and trainer sources.</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	<p>Informing and Training Capital Projects and Development Services Project Managers</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>Staff evaluated by job duties</p> <p>Staff identified by department from job duties</p> <p>7</p> <p>Attendance rosters for materials, attendees, dates and source data are available upon request.</p>	<p>Staff evaluated by job duties</p> <p>Staff identified by department from job duties</p> <p>Number of personnel</p> <p>Attendance rosters for materials, attendees, dates and source data are available upon request.</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	<p>Community Submitted Information for Construction Site Activity</p>	<p>Process has been implemented</p> <p>Number of stormwater pollution issues</p>	<p>Reporting hotline has been established. Policies and procedures are in place to track priority and reoccurring problem/issues.</p> <p>24</p>	<p>Reporting hotline has been established. In process of development to evaluate the program and procedures to track priority and reoccurring problem/issues.</p> <p>Number of stormwater pollution issues address this permit term.</p>	<p>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.</p>

3	Parks and Recreation Construction Projects	• Track number of permitted construction sites > 1 acre	0	Number of permitted construction sites > 1 acre	Yes, Plans are reviewed for adequate BMPs. Inspectors then conduct inspections to evaluate if proper BMPs are in place to reduce water pollution.
		• Track number of inspections conducted by Capital Projects Inspections	0	Number of inspections	
		• Track number of inspections conducted by Parks Planning	0	Number of inspections	
		• Track reason(s) for non-compliance	0	Number of reason(s) for non-compliance	
		• Track number of follow-up inspections	0	Number of follow-up inspections	
		• Track number of violations issued and enforcement action taken	0	Number of violations	

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 • Total of privately owned facilities with post construction devices • Total of privately owned post construction devices in the city • Total of private owners contacted regarding their post construction devices for inspections and review of operations and maintenance • Track number of new post construction devices installed 	<p>9/23/2019</p> <p>List has been revised and updated</p> <p>65</p> <p>118</p> <p>65</p> <p>5</p> <p>2</p>	<p>Date of Adoption</p> <p>List has been revised and updated</p> <p>Number of privately owned facilities with post construction devices</p> <p>Number of privately owned post construction devices in the city</p> <p>Number of private owners contacted regarding their post construction devices for inspections and review of operations and maintenance</p> <p>Number of new post construction devices for 2021</p> <p>Number of new facilities with post construction device for 2021</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>
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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 categorized 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>Map has been updated</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>194</p> <p>36</p> <p>Training methods used were in person, PowerPoint, and online</p> <p>Training events were held in each department based on job duties related to stormwater.</p> <p>Training rosters 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>Training methods used were in person, PowerPoint, and online</p> <p>Training rosters are available upon request</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	<p>11,649</p> <p>86,977,269</p>	<p>Miles swept</p> <p>Square feet of parking lots swept</p>	<p>Yes, proactive street sweeping on a regular basis removes road debris before it gets into the stormwater drainage system.</p>

5	Disposal of Waste Material	<ul style="list-style-type: none"> • Track tons of trash removed • Track tons of recycled materials collected 	<p>98,794</p> <p>5,114</p>	<p>Tons of trash</p> <p>Tons of recycled materials</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.
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>163 Parks Dept 72 Golf Dept</p> <p>59 Parks 7 Golf</p> <p>12 parks staff 4 golf staff</p> <p>2 parks 1 golf</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 See Rosters for more detailed information</p>	Yes, applications are 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	<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>3 stormceptors 4 sand traps 1 oil/water separator 1 sediment tank 10 grease traps 5 interceptors</p> <p>0</p> <p>12</p> <p>28</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>	<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.</p>
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. Project Managers and Capital Projects Inspectors will conduct inspections to ensure contractors comply with the City's contractual agreements as well as federal and state stormwater rules and regulations.</p> <p>Process is also reviewed during contract negotiations.</p> <p>Frequent inspections</p>	<p>Process has been developed through the development of inspection procedures to monitor contractors.</p> <p>Process is also reviewed during contract negotiations.</p> <p>Inspections are underway</p>	<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.</p>

5	Litter Collection by Municipal Staff	<ul style="list-style-type: none"> • Track number of trash rotations conducted by Parks Department • Estimate number of trash bags used through the rotations through the year 	<p>363</p> <p>63,000</p>	<p>Number of rotations</p> <p>Number of trash bags used</p>	<p>Yes, proper collection and disposal of trash reduces the introduction of pollutants into the waterways.</p>
5	Stormwater System Inspections, Operations, and Maintenance	<ul style="list-style-type: none"> • Areas inspected • Date of inspection • Total linear feet inspected • Total linear feet cleaned • Observations made • Problems reported • Litter collected • Percentage of the system inspected this permit term • Maintenance performed 	<p>1 – Floyd Branch Basin</p> <p>January 2021 thru December 2021</p> <p>36,000</p> <p>1,000</p> <p>There were 9 points of repair recommended and 6 cross-bores identified.</p> <p>32,832</p> <p>1.8 0.05</p> <p>1,320</p>	<p>Number of areas inspected</p> <p>Dates</p> <p>Number of linear feet</p> <p>Number of linear feet</p> <p>Observations made</p> <p>Pounds of litter collected</p> <p>Percent inspected Percent Cleaned</p> <p>Number of areas where piping was replaced and/or cleared of debris</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> <p>Litter collected during inspections, operations, and maintenance</p>

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 (COR and Contractor) • Complete 10% of the system for each year 	<p>2 – Rowlett Creek Basin and Spring Creek Basin</p> <p>January 2021 thru December 2021</p> <p>64 Break-in pipes 10 Broken 1 collapse 22 cracks 7 fractures 402 deformations 43 defective joints</p> <p>42 defective taps 11 roots 13 grease 13 encrustation & scale 40 settled deposits 23 infiltration 227 obstruction</p> <p>255,733</p> <p>319,406</p> <p>11.6 11.6</p>	<p>Number of areas inspected</p> <p>Dates of inspection</p> <p>Detailed inspection paperwork available upon request</p> <p>Number of areas maintenance was performed</p> <p>Linear feet</p> <p>Linear feet</p> <p>Percent inspected Percent cleaned</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> <p>12% of the sanitary sewer system has been inspected this permit term and 13% of the sanitary sewer system has been cleaned this permit term.</p>
5	Storm Inlet Debris Removal and Maintenance	<p>Track number of storm inlet and creek debris removal and maintenance activities</p> <p>City Litter Abatement Program</p>	<p>58</p> <p>32,832</p>	<p>Number of storm inlet debris removal and maintenance activities</p> <p>lbs of trash and debris removed for City owned stormwater inlets</p>	<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 or 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>16</p> <p>4</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>Detail training rosters are available upon request</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: 480 pageviews, 349 unique pageviews. Stormwater Pollution Prevention: 194 pageviews, 157 unique pageviews Fats, Oil & Grease: 235 Pageviews, 194 unique pageviews. Storm Drain Education: 192 pageviews, 147 unique pageviews. Proper Way to Drain Swimming Pools: 435 pageviews, 382 unique page views.</p> <p>Target Audiences are residential, business owners, construction site operators, and pet owners.</p> <p>Public input has been minimal this permit term. We are looking at the reorganization of our website in a way that would allow the SWMP to be more visible to the public so that they can provide feedback directly from the website to our stormwater person.</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 • Number of locations education is posted • Track Public Input and comments 	<p>Met goal.</p> <p>Over 1,000 printed brochures and other educational information was provided by the Health Department and Building Inspections Department. Printable information is also available online.</p> <p>Education materials are targeted to school age children, residents, business owners, construction site operators, and pet owners.</p> <p>Brochures and other information and education of stormwater pollution and prevention has been moved. Office remodeling as well as COVID-19 social distancing requirements this information has been placed in our main hall of City Hall and the temporarily established public reception area in the Grand Hall.</p> <p>Brochures and other information and education of stormwater pollution and prevention are also provided at Huffines and Heights Recreation Centers.</p> <p>Public input has been minimal this permit term. We are looking at the reorganization of our website in a way that would allow the SWMP to be more visible to the public so that they can provide feedback directly from the website to our stormwater person.</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 5 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 487 commercial and residential building permits were issued and stormwater information was handed out with each permit issued.</p>

<p>1</p>	<ul style="list-style-type: none"> • Approximate number of participants for Trash Bash • Approximate amount of each collected material such as trash, recyclables, and used cooking oil • Count number of utility bill inserts sent to residents with information on Trash Bash 	<p>Met Goal.</p> <p>Trash Bash was held as a drive thru event this year due to COVID-19 and the prohibition of public gathering. We did encourage small groups to participate in liter collection events with social distancing for this year's Trash Bash designated day. We had 122 participants who collected 99 bags of trash. We also collected 75 gallons of used cooking oil and handed out 25 bags of stormwater pollution prevention material.</p> <p>Utility bill inserts promoting trash bags were sent to approximately 30,000 citizens.</p>
<p>1</p>	<ul style="list-style-type: none"> • Approximate number of participants for the Community and Corporate Cleanup Programs • Track number of events 	<p>Met Goal.</p> <p>A total of 37 Community and Corporate Cleanup Program events were held this permit term. There was a total of 368 participants that collected a total of 149 bags of trash.</p>
<p>1</p>	<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>Goal Not Met.</p> <p>0 (Public events were prohibited due to COVID-19)</p> <p>0 (Public events were prohibited due to COVID-19)</p> <p>Brochures and other information and education of stormwater pollution and prevention has been moved. Office remodeling as well as COVID-19 social distancing requirements this information has been placed in our main hall of City Hall and the temporarily established public reception area in the Grand Hall.</p>

<p>1</p>	<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, Twitter, and Instagram • 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 39 times</p> <p>There were 21 articles of RichardsonToday.com and Richardson Today Print that covered stormwater issues.</p> <p>Stormwater education and information is posted on community information boards at Huffines and Heights Recreation Centers.</p> <p>There were 28 social media posts to Twitter, Facebook, Nextdoor and Instagram covering stormwater issues.</p> <p>The Neighborhood HOA Leadership event along with other community events were canceled due to the prohibition of public gatherings due to COVID-19.</p> <p>A total of 5 videos are on YouTube and social media sites Twitter, Facebook Nextdoor, and Instagram.</p>
<p>1</p>	<ul style="list-style-type: none"> • Approximate number of residents utilizing the Household Hazardous Waste (HHW) Facility in Dallas • 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 2,611 residents that dropped off items for HHW disposal.</p> <p>Information is posted on our website 365 days a week and 24 hours a day.</p> <p>Posts were made to social media such as Facebook, Twitter, Nextdoor, and Instagram regarding household hazardous waste.</p> <p>Website is updated as needed and is current.</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>Pet waste stormwater impact information and education brochures are available in the main hall and public reception areas of City Hall and at the Animal Shelter. It is also posted to the City's webpage.</p> <p>The city continues to provide pet waste stations. There are over 100 dispensing stations in and around the city with approximately 355,200 bags used over the permit term year.</p>
1	<ul style="list-style-type: none"> • Map location of marked and unmarked storm drains with storm drain warning tile • Number of storm drain markers installed during current year • Number of volunteers who participated • Review map for accuracy 	<p>Goal partially met</p> <p>Maps have been updated to reflect storm drains that are marked.</p> <p>Despite extensive advertising highlighting this volunteer activity, interest was low this year due to the impacts of COVID-19. No new markers were installed.</p> <p>We did have a person express interest in the activity this year but due to COVID-19 he has been unable to begin the project of marking new drains.</p>
1	<ul style="list-style-type: none"> • Track methods of publicizing and facilitating public reporting of activities and/or discharges that may impact stormwater • Review and edit of standardized questions for accuracy and inclusion of necessary information 	<p>Met goal.</p> <p>Reporting can be done via our website at https://www.cor.net/services/24-7-response-center, My Richardson App, and by calling 972-744-4111.</p> <p>These methods are posted 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>Goal met.</p> <p>No events were held due to impacts of COVID-19 and the prohibition of holding social gatherings.</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: 480 pageviews, 349 unique pageviews.</p> <p>Stormwater Pollution Prevention: 194 pageviews, 157 unique pageviews.</p> <p>Fats, Oil & Grease: 235 Pageviews, 194 unique pageviews.</p> <p>Storm Drain Education: 192 pageviews, 147 unique pageviews.</p> <p>Proper Way to Drain Swimming Pools: 435 pageviews, 382 unique pageviews.</p> <p>Stormwater: 17 searches on this term, 12 unique searches on this term.</p> <p>Stormwater Management Plan: 2 searches for this term, 1 unique search on this term</p> <p>https://www.cor.net/departments/health-department/health-programs/environmental-education</p>
1	<ul style="list-style-type: none"> • Track number of food establishment grease trap inspections performed • Track number of notice of violations issued • Track number of citations issued 	<p>Met goal.</p> <p>A total of 1,004 inspections were conducted.</p> <p>Total of 381 Violations were issued.</p> <p>0 citations were 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 240 gallons of used cooking oil was collected for the Annual NCTCOG Fall Used Cooking Oil Collection Event.</p> <p>A total of 30,000 utility bill inserts were sent.</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 12 issues of the Environmental Newsletter that contained issues regarding stormwater awareness.</p> <p>There were 1,355 pageviews the Environmental Partnership Website</p> <p>Brochures and other information and education of stormwater pollution and prevention has been moved. Office remodeling as well as COVID-19 social distancing requirements this information has been placed in our main hall of City Hall and the temporarily established public reception area in the Grand Hall.</p> <p>Brochures and other information and education of stormwater pollution and prevention are also provided at Huffines and Heights Recreation Centers.</p>
1	<ul style="list-style-type: none"> • Track number of events in which Phil-Up the Blue Bag Mascot has attended 	<p>Goal was not accomplished.</p> <p>Phil-Up did not attend any events in the city to promote recycling due to COVID-19 and the prohibition of any public gatherings.</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>Research has been conducted on other Phase II Level 3 cities in the area. Documents have been printed in order to survey and compare our ordinance with theirs. Process has been started to determine if there is a need for additional ordinance requirements with adequate legal authority to control pollutant discharges to the waters of the state.</p>
2	<ul style="list-style-type: none"> • Source of information used to develop the MS4 Maps for Stormwater and Sewer Systems of the City • Location and name of surface waters receiving discharges • Priority areas 	<p>Met goal.</p> <p>Map information is gathered from present and past City staff surveillance activity conducted throughout the city.</p> <p>GIS continues to update mapping documents each year. Surface water bodies and their designated stormwater drainage basins have been identified and mapped.</p> <p>Priority areas are being identified as they are found. Priority areas are the residential areas this year due to a lot of remodeling. Process has begun to identify manufacturing facilities that have SIC codes that would require either a MSGP NOI or NEC.</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 of the outfalls and the surveys of the outfalls 	<p>Met goal.</p> <p>The city has a total of 1,684 mapped outfalls.</p> <p>There were 25 new outfalls that have been identified this permit year term. Outfall inventory is tracked and mapped through our GIS Department.</p> <p>Maps have been updated to reflect new information and new entry points.</p> <p>Linear feet covered is 55,448.13 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 55,448.13 for this permit year term.</p> <p>A total of 55 outfalls were screened along the City's creeks.</p> <p>Check list, database, and maps have all been reviewed and edited as necessary for accuracy and missing information.</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 • Track the number of SSOs above 1,000 gallons (per SSO) • Total volume of SSOs • Track number of customer sewer complaints • Linear feet of sanitary sewer lines inspected and jetted. • Review and update current SOP as applicable 	<p>Met Goal</p> <p>There were 27 SSOs under 1,000 gallons and 10 SSOs over 1,000 gallons for the permit year term.</p> <p>A total of 38,632 gallons of SSO was tracked this permit term year.</p> <p>A total of 1,213 customer sewer complaints were logged and tracked through Cityworks this permit term.</p> <p>A total of 255,733 linear feet was TV'd and a total of 319,406 linear feet was jetted.</p> <p>SOPs are all up to date at this time</p> <p>City Utilities tracks SSOs via Cityworks for this permit term year.</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 480 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 • Document the type of spill • Document the method of cleaning spill • Document the date of resolution 	<p>Met Goal</p> <p>The City had 40 events where our 3rd Party Contractor was utilized for the clean-up.</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 of departments with personnel needing to complete IDDE training • Maintain and/or create list of departments with personnel needing IDDE training 	<p>Met Goal</p> <p>A total of 10 personnel were trained this permit term.</p> <p>Every new hire is introduced to stormwater IDDE during new employee orientation. 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 154 complaints/concerns from citizens for reporting of IDDE.</p> <p>Written procedures have been reviewed and updated as necessary with changes noted.</p> <p>No changes were made to the written procedures this permit term.</p> <p>Training on these procedures have been conducted with SCADA and other departments on IDDE related complaints/concerns.</p> <p>Questions for SCADA were reviewed, and no revisions were noted for this permit term.</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. Three (3) issues were noted frequently this permit term year throughout the city. They were painting equipment washing out into creeks and/or storm drains, lawn debris blown into the creek, 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 IDDE 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 154 complaints/concerns from citizens for reporting of IDDE. These investigations/inspections are tracked through follow up actions and are documented/reported in Response Center notes can be provided upon request for review.</p>
3	<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. • 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 • Citations issued for residential construction • Citations issued 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 36 construction site plan reviews.</p> <p>Capital Projects staff members conducted 7 SWPPP reviews.</p> <p>Building Inspection issued 487 building permits with concerns for the potential to impact stormwater.</p> <p>Building Inspections staff issued 381 Notices of Violation at residential construction sites related to stormwater pollution issues.</p> <p>Building Inspection staff issues 8 Notices of Violation for Commercial Properties related to stormwater pollution issues.</p> <p>Building Inspections staff issued 5 citations for residential construction sites with stormwater pollution issues.</p> <p>Building Inspection staff issues 25 citations for Commercial construction sites with stormwater pollution issues.</p>

<p>3</p>	<ul style="list-style-type: none"> • Track changes to existing database Construction Site Inventory Database • Total number of new constructions sites (Building Inspections) • Total number of existing construction sites (Building Inspections) • Total number of closed constructions sites this year (Building Inspections) • Total number of constructions sites (Capital Projects) • Total number of new constructions sites (Capital Projects) • Total number of existing construction sites (Capital Projects) • Total number of closed constructions sites this year (Capital Projects) 	<p>Met Goal. Construction Site Inventory Database</p> <p>There were 93 residential and 5 Commercial new construction sites present in the city.</p> <p>There are 15 residential and 3 commercial existing construction sites present in the city.</p> <p>There are 367 residential and 4 commercial construction sites that have closed over the past permit year term.</p> <p>There was a total of 26 construction sites present in the city.</p> <p>There were 17 new construction sites present in the city.</p> <p>There are 9 existing construction sites present in the city.</p> <p>There are 5 construction sites that have closed over the past permit year term.</p>
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<p>3</p>	<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 acres • 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 for Capital Projects Inspectors. • Track number of citations issued and enforcement action taken for Capital Projects Inspectors 	<p>Met Goal</p> <p>There were 36 construction site plan reviews and 7 SWPPP Reviews.</p> <p>There were 16 permitted activity public and private construction sites < 1 acre</p> <p>There were 6 permitted activity public and private construction sites > 1 acre.</p> <p>There were 3 permitted activity public and private construction sites > 5 acres.</p> <p>There were 284 inspections were conducted by Capital Projects Construction Inspections.</p> <p>There were 1,025 inspections conducted by Building Inspections staff</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 reasons for non-compliance issues were also documented and filed.</p> <p>A total of 48 follow-up inspections were conducted for Capital Projects Construction Inspectors.</p> <p>A total of 68 deficiencies were noted. No citations were issued. All documentation above is available upon request in the Capital Projects Department.</p>
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<p>3</p>	<ul style="list-style-type: none"> • Summary of the evaluation of employees requiring stormwater pollution prevention training • 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 Job duties for inspectors from Capital Projects and Building Inspectors have been evaluated for training needs on stormwater pollution prevention.</p> <p>Training has been and will continue to be conducted either in person on the job training and/or online.</p> <p>10 personnel were identified and received training 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>
<p>3</p>	<ul style="list-style-type: none"> • Summary of the evaluation of employees requiring stormwater pollution prevention training • 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 Project Managers from Capital Projects and Development Services have been evaluated for training on stormwater pollution prevention.</p> <p>Training has been and will continue to be conducted either in person on the job training and/or online.</p> <p>A total of 7 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>

<p>3</p>	<ul style="list-style-type: none"> • The implementation process for the public to report construction site stormwater pollution issues to the City. • Number of construction stormwater pollution complaint issues. 	<p>Met Goal</p> <p>The City has three (3) ways of reporting issues/complains/concerns.</p> <p>(1) 24/7 Response Center Hotline at (972) 744-4111 (2) Online Issue System at https://www.cor.net/departments/community-services/code-enforcement/express-a-concern (3) MyRichardson App</p> <p>After receipt of the compliant/concern, issues are assigned to Capital Projects Project Managers and/or Capital Projects Inspectors for investigation.</p> <p>Policies and procedures are in place to track priority and reoccurring problem/issues.</p> <p>A total of 24 construction stormwater pollution complaints were filed and addressed for Capital Projects construction sites.</p>
<p>3</p>	<ul style="list-style-type: none"> • Track number of permitted construction sites > 1 acre for the Parks and Recreation Department • 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 0 permitted construction sites through Parks and Recreation Department that are > 1 acre.</p> <p>0 inspections were conducted this permit term year by Parks and Recreation Department Personal.</p> <p>A total of 0 Inspections were conducted this permit term year by Parks and Recreation Department Personal.</p> <p>0 reasons for non-compliance were observed.</p> <p>0 follow-up inspections were need.</p> <p>0 violations were issued</p>
<p>4</p>	<ul style="list-style-type: none"> • Date of adoption of ordinance • 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 - The Post Construction Ordinance was adopted by City Council on 9/23/2019.</p> <p>We have a total of 65 privately owned facilities with a total of 118 post construction devices in the city.</p> <p>A total of 65 private owned post construction devices in the city have been contacted regarding their devices for inspections and review of operations and maintenance plans.</p> <p>For 2021, we have 2 properties that have added 5 new post construction devices.</p>

5	<ul style="list-style-type: none"> • Update list of municipally owned facilities • Update map of municipally owned facilities • Review categorizes 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 is current.</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>Several job positions in City departments have been identified where additional training in Stormwater Pollution Prevention would be beneficial in their day-to-day duties.</p> <p>Approximately 194 city staff participated in approximately 36 training events that were held per their individual department requirements related to stormwater pollution awareness. A combination of DVD, in person, on the job, and online training modules were used.</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"> • Street 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 11,649 miles this permit term and 86,977,269 square feet of parking lots.</p> <p>Street sweeping and cleaning procedures have been reviewed and revised as needed. For this permit term there were no revisions to be noted.</p> <p>All documents are available for review upon request.</p>
5	<ul style="list-style-type: none"> • Track tons of trash removed during Parks Department litter collection rotations • Track tons of recycled materials collected 	<p>Met Goal</p> <p>Solid waste collected 98,794 tons of trash and 5,114 tons of recycled material this permit term.</p>

<p>5</p>	<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 compiled.</p> <p>Parks and Recreation Department documented 163 days where chemical applications occurred. Golf Course documented 72 days where chemical applications occurred.</p> <p>A total of 59 of those applications were followed by a rainfall event that occurred within 24 hours of application for the Parks Department. A total of 7 of those applications were followed by a rainfall event that occurred within 24 hours of application for the Parks Department.</p> <p>Parks and Recreation Department has 12 licensed applicators that attended 2 education activities for their job duties and stormwater pollution education. They are all trained per TDA licensing requirements.</p> <p>Golf Course has 4 licensed applicators that attended 1 education activities for their job duties and stormwater pollution education. They are all trained per TDA licensing requirements. All documents are available for review upon request.</p> <p>All documents are available for review upon request.</p>
<p>5</p>	<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 - There are 23 city controlled structural stormwater devices at 20 municipal locations.</p> <p>There are 0 new structural stormwater control measures.</p> <p>A total of 12 inspections have been completed on these identified structural stormwater control measures.</p> <p>A total of 28 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. Purchasing contracts contain the contractual language that meets the requirements. Stormwater Pollution Prevention Plan contracts are reviewed as they arrive in house for the contractual language for each project.</p> <p>Project Managers and Capital Projects Inspectors will conduct inspections to ensure contractors are in compliance with the City's contractual agreements as well as federal and state stormwater rules and regulations.</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 for the Parks and Recreation Department • Estimate number of trash bags used through the rotations through the year 	<p>Met Goal</p> <p>There were 363 trash rotations conducted by the Parks and Recreation Department with an estimated 63,000 bags of trash collected.</p>
5	<p>Stormwater Conveyance System</p> <ul style="list-style-type: none"> • Areas inspected • Date of inspection • Observations made • Problems reported • Maintenance performed • Total feet CCTV'd • Percent inspected and percent cleaned of the stormwater conveyance system • Litter Collection from Stormwater Conveyance System 	<p>Met Goal</p> <p>Area inspected were Floyd Branch Basin.</p> <p>Dates of inspections for the stormwater conveyance system were from January thru December 31, 2021.</p> <p>General problems and observations made were broken pipe, obstacles in the pipe, voids in the pipes.</p> <p>CCTV inspections were conducted on 36,000 linear feet of pipe and 1,000 linear feet of pipe were cleaned.</p> <p>1.8% of the stormwater conveyance system was inspected this year 0.05% of the stormwater conveyance system was cleaned this year</p> <p>A total of 32,832 pounds of litter were collected during CCTV'D and inspection procedures. This total is litter collected during inspections, operations, and maintenance.</p>

5	<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 January – December 2021. Areas were Spring Creek Basin and Rowlett Creek Basin.</p> <p>General problems and observations made were broken pipe, obstacles in the pipe, voids in the pipes, defective joints, grease and root penetrations.</p> <p>Observations and problems were noted and prioritized for maintenance to be performed. Linear lines were replaced and/or cleared.</p> <p>A total of 255,733 linear feet was inspected (TV'd).</p> <p>A total of 319,406 linear feet was jetted.</p> <p>11.6% of the sanitary sewer system has been inspected this permit term and 11.6% of the sanitary sewer system has been cleaned this permit term.</p>
5	<ul style="list-style-type: none"> • Track number of storm inlet and creek debris removal and maintenance activities • Litter Abatement Program 	<p>Met Goal</p> <p>There was a total of 58 stormwater inlet areas where creek debris removal and maintenance activities occurred over this permit term year. Activities included debris removal from gravity mains, inlets, discharge points and flumes.</p> <p>A total of 32,832 lbs of trash and debris has been removed for stormwater inlet protection devices owned by the city.</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 the locations where chemicals are stored.</p> <p>Each department keeps documentation tracking dates of the chemical application, types of chemicals used, and storage locations of the chemical.</p> <p>Where available non-chemical pest management measures are used/</p> <p>Training and education are tracked for all 16 TDA licensed applicators with 4 noted training events for this permit term year.</p>

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.?

MS4 conducted visual inspections as well as looking for illicit discharges as noted below:

MCM 2 Illicit Discharge Detection and Elimination (IDDE)

BMP 3 Outfall Inventory and New Outfall Reconnaissance

Outfall Inventory and New Outfall Reconnaissance	• Track number of new outfalls each year	25	Total new outfalls
	• Maintain Outfall inventory	1,684	Total outfalls
	• Map new points of entry to the waterways	Maps have been updated	Maps have been updated

MCM 2 Illicit Discharge Detection and Elimination (IDDE)

BMP 4 MS4 Surface Water Surveillance via Development of Surface Water Observations Database

MS4 Surface Water Surveillance via Development of Surface Water Observation Database	Smartphone app tracks surveillance through linear feet	55,448.13	Linear feet
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MCM 2 Illicit Discharge Detection and Elimination (IDDE)

BMP 9 Illicit Discharges Reporting

Illicit Discharges Reporting	Approximate number of IDDE related calls received	154	Approximate number of IDDE related calls received
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MCM 2 Illicit Discharge Detection and Elimination (IDDE)

BMP 11 IDDE Response, Investigation, and Inspections

IDDE Response, Investigation, and Inspections	Track investigation/inspection reports with the date observed, elimination method, and date resolved.	154	Approximate number of IDDE related calls that have been documented from investigation/inspection, dates observed, field screening, and remediation. Response Center
	Track results of follow-up	Response Center notes are	

	investigations or field screening, as applicable	provided upon request.	notes are provided upon request.
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MCM 5 Pollution Prevention and Good Housekeeping for Municipal Operations
BMP 3 Street and Parking Lot Sweeping and Cleaning Program

Street and Parking Lot Sweeping and Cleaning Program	Parks and Recreation provides miles swept per year	11,649	Miles swept
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MCM 5 Pollution Prevention and Good Housekeeping for Municipal Operations
BMP 8 Litter Collection by Municipal Staff

Litter Collection by Municipal Staff	• Track number of trash rotations	363	Number of rotations
	• Estimate number of trash bags used through the rotations through the year	63,000	Number of trash bags used

MCM 5 Pollution Prevention and Good Housekeeping for Municipal Operations
BMP 11 Storm Inlet Debris Removal and Maintenance

Storm Inlet Debris Removal and Maintenance	Track number of storm inlet and creek debris removal and maintenance activities	58	Number of storm inlet debris removal and maintenance activities
City Litter Abatement Program	Track lbs of trash and debris removed from City owned stormwater inlet protection devices	32,832	lbs of trash and debris removed from City owned stormwater inlet protection devices

The City of Richardson conducted 55,448.13 linear feet of visual surveillance. Outfall reconnaissance was also conducted during these visual surveillance activities. These activities aid in detections of illicit discharge detection and elimination (IDDE). Suspect IDDE were traced and investigated through discovery of the source of the pollution through mitigation and final termination of the pollution. These efforts directly aid in reducing discharges of pollutants to the MS4.

Our Parks and Recreation Department swept 11,649 miles of parking lots and streets throughout the city. They also conducted 363 rotations to collect litter around the city. These rotations directly aid in limiting floatable trash within the MS4.

There was a total of 58 stormwater inlet areas where creek debris removal and maintenance activities were conducted. Activities included debris removal from gravity mains, inlets, discharge points and flumes.

The city also has a Litter Abatement Program that services the city owned stormwater inlet protection devices. A total of 32,832 lbs of trash and debris has been removed from stormwater inlet protection devices owned by the city.

Through the activities above as well as staff training, there has been a reduction in IDDE activity. When IDDE activities are found they are quickly assessed and terminated limiting their impact to the environment. Activities above like street sweeping, stormwater inlet maintenance, and the Litter Abatement Program aid in the collection and reduction of

floatables in the environment. Impacts of COVID-19 through the prohibition of public gatherings and stay at home orders have limited our ability to gauge the impact of these activities' success for this permit term.

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 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 Richardson that is in this segment. The portion of this creek segment located in Richardson flows through undeveloped park property. This segment is part of a joint survey between the City of Plano and Texas AgriLife for study of the pollutant of concern bacteria.

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.

Rowlett Creek (impaired water body) flows through Breckinridge Park. Pet Waste Stations have been placed in seven (7) locations throughout Breckinridge Park to help address the pollutant of concern bacteria.

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
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1	1	Stormwater Information on the City of Richardson Web Site	<p>We will continue to track hits to the stormwater information of the City's Website.</p> <p>Target audiences are residential, business owners, and construction site operators and pet owners.</p> <p>We will continue to encourage and track public input on stormwater issues.</p>
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 offering 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, Facebook, twitter, Nextdoor, and other 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 use of pet waste stations through 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. These methods are posted 365 days a year and 24 hours a day on our website.
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 inspection findings, violations and/or 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 and Fire Department will continue tracking of spills and hazardous material response actions that promote stormwater protection.
2	8	Informing and Training Field Staff	We will continue the 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 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 permit issues that have a concern for the potential to impact stormwater, and the number of NOVs for residential and commercial.
3	2	Construction Site Inventory	We will continue to evaluate the 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 with the 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 continue 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	We will continue to maintain and assess the inventory of municipally owned facilities. We will continue to review and categorize municipal facilities according to risk potential for pollutant discharge.
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 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 who 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.

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):

2

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

Yes No

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

The number of municipal construction activities authorized under this general permit	
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): Don Magner Title: City Manager

Signature:  Date: 3.18.22

Name of MS4 City of Richardson

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.