

Annual Reporting Requirements for Phase II (Small) MS4s TPDES General Permit No. TXR040000

Within 90 days of the end of each permit year, regulated Phase II Municipal Separate Storm Sewer Systems (MS4s) must submit annual reports to the Texas Commission of Environmental Quality (TCEQ) for that permit year. As required by the Texas Pollutant Discharge Elimination System (TPDES) General Permit No. TXR040000, an MS4 operator must annually review its Storm Water Management Program (SWMP) in conjunction with the preparation of the annual report. This document contains a suggested format for annual reporting.

The annual report must address the previous permit year. For annual reporting purposes, the second permit year began one year from the date of permit issuance (August 13, 2008) and lasted for one year. The annual report for the second permit year is due on November 12, 2009. Subsequent reporting years will begin on the anniversary date of permit issuance and will last for one year.

An annual report must be submitted even if the SWMP has not yet been approved by the TCEQ.

If MS4s share a common SWMP, all permittees must contribute to a system-wide report (if applicable). Each permittee must sign and certify the annual report in accordance with 30 TAC ' 305.128 (relating to Signatories to Reports).

The annual report must include:

- (a) the status of compliance with permit conditions, an assessment of the appropriateness of best management practices (BMPs), a description of progress towards reducing the discharge of pollutants to the maximum extent practicable (MEP), the measurable goals for each of the minimum control measures (MCM), and an evaluation of the program's progress;
- (b) if applicable, the status of any control measures implemented by the permittee during the permit year;
- (c) a list of any minimum control measures initiated before permit issuance;
- (d) a summary of any information (including monitoring data) collected and analyzed during the permit year that was used to evaluate reductions in the discharge of pollutants;
- (e) a summary of the storm water activities the MS4 operator plans to undertake during the next permit year;
- (f) proposed changes to the SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements;

- (g) the number of municipal construction activities authorized under this general permit and the total number of acres disturbed;
- (h) the number of non-municipal construction activities that occurred within the jurisdiction of the permittee (as noticed to the permittee by the construction operators); and
- (i) if applicable, notification that the MS4 operator is relying on another government entity to satisfy some of its permit obligations.

The annual report must be submitted to the following address:

Texas Commission on Environmental Quality
Storm Water & Pretreatment Team; MC-148
P.O. Box 13087
Austin, Texas 78711-3087

A copy of the annual report must also be submitted to the TCEQ Regional Office. To locate the TCEQ Regional Office that serves the area of the regulated small MS4, visit <<http://www.tceq.state.tx.us/about/directory/region/reglist.html>>.

Phase II (Small) MS4 Annual Report
TPDES General Permit No. TXR040000
Instructions

A. General Information

1. Provide the: assigned permit number,
beginning and end dates of the annual reporting period (permit year),
name of the permittee (municipality or owner/operator of the MS4),
name, telephone number, mailing address and e-mail address for the storm water program contact person.
2. If the MS4 is relying on another government entity to satisfy some of the permit obligations, provide the name of the other entity and an explanation of the elements of the SWMP that the entity is responsible for implementing. A description of the agreement or written documentation of the agreement must be included in the SWMP.
3. For a shared SWMP, list all associated permit numbers and permittee names. Add more spaces or pages if needed.
4. Indicate if this a system-wide annual report including information for all permittees. If Yes, all represented permittees must sign the report in accordance with signatory requirements. The regulation governing who may sign an application form is 30 Texas Administrative Code (TAC) §305.128.
5. Indicate whether a copy of the annual report has been submitted to the TCEQ Regional Office. To locate the TCEQ Regional Office that serves the area of the regulated small MS4, visit <<http://www.tceq.state.tx.us/about/directory/region/reglist.html>>.

B. SWMP Modifications and Additional Information

1. If changes have been made or are proposed to the SWMP, those modifications must be addressed in the annual report as required in Part II Section D 3 of the permit. If the TCEQ has notified you in writing that changes to the SWMP are necessary, those changes must be included in the report. Be sure to provide the following information in the explanation:
 - a. Describe changes made to or proposed for the SWMP during the permit year, including changes to BMPs, measurable goals, dates, contacts, procedures or details during the permit year.
 - b. 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.
 - c. An NOC is required if revisions are proposed to a SWMP that has already been approved by the TCEQ. If the initial SWMP has not been approved, submit a letter describing the change(s) so that information may be considered during

the SWMP review process. If an NOC is required, it must be submitted to the address shown on the NOC form. Do not attach the form to this report.

2. If the MS4 has annexed land, attach a description (or map) indicating the newly annexed area located within a regulated area, the BMPs to be implemented, and any resulting updates to the SWMP.
3. If the receiving water body is newly listed as impaired or a Texas Maximum Daily Load (TMDL) has been established, refer to Part II Section C of general permit TXR040000 for additional information about limitations on permit coverage, compliance with water quality standards, and prohibited discharges (Edwards Aquifer Recharge Zone, specific watersheds, etc.).
 - a. Impaired waters are those that do not meet applicable water quality standards and are listed on the Clean Water Act § 303(d) list. Constituents of concern are those for which the water body is listed as impaired. New sources or new discharges of the constituent(s) of concern to impaired waters are not authorized by the permit unless otherwise allowable under 30 TAC Chapter 305 and applicable state law. To determine if your receiving water has been listed as impaired, refer to the Texas 2008 List of Impaired Waters on the TCEQ Web site at <http://www.tceq.state.tx.us/compliance/monitoring/water/quality/data/08twqi/twqi08.html>.
 - b. A TMDL is the maximum amount of a water quality contaminant that can be discharged into a body of surface water on a daily basis without causing an exceedance of surface water quality standards. More information about TMDLs is located on the TCEQ Web site at <http://www.tceq.state.tx.us/implementation/water/tmdl/tmdlprogram.html>.

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

4. Indicate whether the MS4 has conducted analytical monitoring of storm water quality. Provide an explanation along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable (MEP). Include a discussion of results with the explanation or summary.

C. Narrative Provisions.

1. Provide a brief description on the status of complying with permit conditions, including compliance with the SWMP that TCEQ approved, compliance with record keeping and reporting requirements, and compliance with permit eligibility requirements.

2. Provide a general assessment of the appropriateness of the selected BMPs, including whether any of the selected BMPs are not appropriate.
3. Describe progress towards reducing the discharge of pollutants. Summarize any information used to evaluate reductions in the discharge of pollutants. This information can be included in a tabular format as provided in the form, or described in a narrative format following the table.
4. Provide a general evaluation of the program's progress, including any obstacles or challenges in meeting the SWMP schedule, etc.
5. Provide the number of construction projects in the jurisdiction of the MS4 where the permittee was not the construction site operator (as provided in submittals to the MS4 operator via notices of intent or site notices).
6. Does the permittee utilize the 7th MCM related to construction? To answer "Yes," this must have been requested on the NOI or on an NOC and approved by the TCEQ.

If Yes, then provide information about the number of municipal construction activities authorized under this general permit and the total number of acres disturbed for municipal construction projects.

7. Requirements for Specific Minimum Controls Measures (MCMs):
 - a. For MCM 1 - Public Education and Outreach, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.
 - b. Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.).
 - c. For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), include a synopsis of the changes to the SWMP that are necessary to meet any local controls, conditions and/or programs being established for non-storm water discharges. Indicate if not applicable.
8. Other than the SWMP modifications indicated in Section B, describe any proposed changes to the SWMP in the coming reporting year.
9. Please describe any activities that are planned for the next permit year that have not already been described above.

C. Storm Water Management Program Status

Each MS4 is required to evaluate compliance with permit requirements and assess the appropriateness of the BMPs in reducing the discharge of pollutants to the maximum extent practicable. The purpose of the annual report is to describe the status of compliance with permit conditions – specifically the implementation of selected BMPs and the progress towards achieving the measurable goals for each BMP. Using the example table provided below, summarize the status of all BMPs specified in the SWMP, as follows:

Minimum Control Measures: Specify the MCM addressed by each BMP. The six MCMs are listed in Part III A of the permit. Some BMPs may address more than one MCM. Include at least one BMP for each MCM.

Best Management Practices: BMPs are the specific long-term activities and practices that will be implemented to prevent or reduce storm water pollution. Examples include public service announcements, outfall inspections, and construction site plan reviews. List all of the BMPs specified in the SWMP, including any new BMPs. For a shared SWMP, include the name of the responsible MS4 operator(s) in this column.

Measurable Goals: Measurable goals are the ongoing tasks and interim steps that demonstrate progress toward implementing a specific BMP. List all measurable goals from the SWMP, and include any new measurable goals. If you have developed a storm water ordinance during the permit year, include a description or citation of the ordinance, or simply attach a copy of the ordinance.

New or Revised: Indicate whether the BMP or measurable goal is new or revised. Examples include replacement of a BMP with another, addition of a new measurable goal, revision of a start date, etc. Briefly explain the change.

Start Date: Specify the scheduled start date (month and year) for each BMP as described in the schedule provided in the SWMP.

Implementation Status: Describe the implementation status (such as completed, in progress, or not started) of each BMP as of the end of the permit year. If an activity has been completed, indicate the completion date. If an activity has not yet been started or is in progress, provide the expected completion date. Briefly describe the frequency with which ongoing BMPs are conducted. The following table is an example of the type of information to be provided in the annual report.

Example – BMP Status

MCM(s)	BMP	Year 1 Milestone(s)	New or Revised (submit NOC as needed)	Start Date	Status / Completion Date (completed, in progress, not started)
3: Illicit Discharge Detection and Elimination	Map all outfalls and all water bodies receiving discharges from MS4.	Completed storm sewer sys-tem map includes all outfalls and names and locations of all water bodies		January 2008	Completed June 2008.
3: Illicit Discharge Detection and Elimination	Perform field screening of outfalls.	Develop protocol to screen outfalls, and research sampling equipment.		August 2008	Did not complete. City was not required to implement SWMP because SWMP was not approved by TCEQ. City revised original schedule during initial SWMP review to require this milestone be met in Years 1 or 2.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Researched other municipalities' ordinances	X	July 2007	Completed - Revised start date from March 2007 to July 2007.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Integrated language from model ordinance		September 2007	Completed December 2007.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Storm water ordinance has been drafted		March 2008	In progress - Draft ordinance presented to City Council June 2008 - Approval pending, expected completion date July 2009.
6: Pollution Prevention & Good Housekeeping for Municipal Operations	Train all public works and streets staff	Approx. 20 staff trained. Staff educated on good housekeeping/ pollution prevention and upcoming storm water ordinance		April 2007	In progress - annual training every April

Example – Measurable Goals Status

MCM	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1	Provide utility bill inserts to each utility customer at least once each year.	Met goal	None
2	Conduct one public meeting or city-wide cleanup day each year.	Exceeded goal: conducted one public meeting and two cleanup days.	None
3	Map 25% of outfalls and 50% of receiving waters during Year 1 (same as milestone)	Met goal	None
4	Perform site inspections of 25% of all active construction sites.	Did not meet goal. Number of construction sites in city was far above normal for the year.	Revise goal to perform site inspections of 25% of all active construction sites, or a minimum of 50 sites per year. Submitted NOC along with the annual report to reflect this change.
4	Respond to 100% of construction complaints received.	Met goal	None
5	Review all site plans submitted for new development projects.	Met goal	None
6	Sweep 50% of roads each year.	Exceeded goal – swept all city streets in Year 1.	None
	Send two employees each year to a storm water training workshop.	Met goal	None

D. Certification

The annual report must be signed by a principal executive officer or ranking elected official, or by a duly authorized representative as referenced in 30 TAC 305.128. The Delegation of Signatories to Reports (TCEQ form 20403) can be located by visiting <<http://www.tceq.state.tx.us>> and selecting the Forms option.

For shared SWMPs, it would be acceptable to submit separate signature pages for each operator participating in the shared SWMP and system-wide annual report.

E. Cover Letter

Please submit the annual report with a cover letter to insure that the report reaches the Storm Water & Pretreatment Team.

Phase II (Small) MS4 Annual Report Form
TPDES General Permit No. TXR040000

A. General Information

1. Permit No. TXR040271 Annual Report Period: August 13, 2008 – August 12, 2009

Name of MS4 / Permittee: City of Dickinson

Contact Name: Julie M. Johnston, City Administrator Telephone Number: (281) 337-6204

Mailing Address: 4403 Highway 3, Dickinson, TX 77539

E-mail Address: jjohnston@ci.dickinson.tx.us

2. Is the named permittee relying on another entity/ies to satisfy some of its permit obligations? Yes No

If Yes, provide the name(s) of other entity/ies and an explanation of their responsibilities (add more spaces or pages if needed):

Name and Explanation: Galveston County Water Control & Improvement District No. 1. As the water and sewer provider for the City of Dickinson, Galveston County Water Control & Improvement District No. 1 assists the City with BMP 1.3 and BMP 3.2.

Name and Explanation: Keep Dickinson Beautiful. Due to limited City resources, Keep Dickinson Beautiful assists the City of Dickinson with BMP 2.2, BMP 2.3, BMP 2.5 and BMP 3.6.

Name and Explanation: Galveston County Health District. Due to limited City resources, Galveston County Health District assists the City of Dickinson with BMP 1.2, BMP 2.4, BMP 3.5, BMP 3.6, and BMP 6.3.

3. Is the named permittee sharing a SWMP with other entities? Yes No

If "Yes," list all associated permit numbers and permittee names (add additional spaces or pages if needed):

Permit Number: _____ Permittee: _____

Permit Number: _____ Permittee: _____

Permit Number: _____ Permittee: _____

Permit Number: _____ Permittee: _____

4. Is this a system-wide annual report including information for all permittees? _____ Yes No

Explanation, if any _____

5. Has a copy of this annual report been submitted to the TCEQ Regional Office? Yes _____ No

B. SWMP Modifications and Additional Information.

Include a brief explanation if you check "Yes" to any of the following statements.

1. a. 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

b. If Yes to the above, has the TCEQ already approved the original SWMP? _____ Yes _____ No

NA

c. If Yes to the above, indicate whether an NOC (or letter) has been submitted to document the changes to the approved SWMP as required by the general permit. (Note that if an NOC is required, it must be submitted to the address shown on the NOC. Do not attach the original NOC form to this report.) _____ Yes _____ No

NA

2. The MS4 has annexed lands since obtaining permit coverage. _____ Yes ___X___ No

3. A receiving water body is newly listed as impaired or a TMDL has been established. _____ Yes ___X___ No

4. The MS4 has conducted analytical monitoring of storm water quality. _____ Yes ___X___ No

Explain below or attach a summary to submit along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable. Be sure to include a discussion of results.

City of Dickinson currently does not have the resources available to conduct analytical monitoring of storm water quality. The City is in discussions with Galveston County Health District concerning the provision of monitoring services.

C. Narrative Provisions.

1. Provide information on the status of complying with permit conditions:

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		The City has continually worked to complete all BMPs approved in the SWMP.
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		The City submitted its report for Permit Year 1 and has kept all documentation needed for proof of BMP completion.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	X		The City meets all eligibility requirements.

2. Provide a general assessment of the appropriateness of the selected BMPs:

Has the permittee determined that any of the selected BMPs are not appropriate for reducing the discharge of pollutants in storm water? _____ Yes X No

Provide explanation:

All BMPs selected and implemented through the SWMP are appropriate for reducing and preventing the discharge of pollutants in storm water in some way.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable (MEP). Summarize any information used (such as monitoring data) to evaluate reductions in the discharge of pollutants. Use a narrative description or table as appropriate:

MCM	BMP	Parameter	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes / No / Explain)

Or, provide explanation below:

The City of Dickinson has found that the best way to reduce the discharge of pollutants is through education. The City is working to educate developers and contractors on the importance of preventing storm water runoff through daily checks to insure erosion control measures in place and functioning, trash is picked up from job sites on a daily basis, and entrances to job sites are

layered with rock to prevent mud from getting on the streets, and through setting aside time during pre-construction meetings for questions and answers related to storm water management issues. City staff will also show storm water management related videos to contractors as part of the development review process beginning in Permit Year 3.

4. Provide a general evaluation of the program's progress, including any obstacles or challenges encountered in implementing BMPs, meeting the program's schedule, etc.:

Overall, the City of Dickinson has been able to carry out the program successfully for the first two permit years. Continuing obstacles encountered by the City are shortage of resources and reliance on other entities to meet the Permit BMPs each Permit Year.

5. Provide the number of construction activities (other than those where the permittee was the operator) that occurred within the regulated area as indicated via notices of intent or site notices:

There have been no construction activities that have required notices of intent or site notices because all activities have been less than one acre.

6. Does the permittee utilize the 7th MCM related to construction? _____ Yes X No

If Yes, then provide the following information:

a. The number of municipal construction activities authorized under this general permit: _____

b. The total number of acres disturbed for municipal construction projects: _____

Though the 7th MCM is optional, this must be requested on the NOI or on a NOC and approved by the TCEQ.

7. Requirements for Specific Minimum Controls Measures (MCMs):

- a. For MCM 1 - Public Education and Outreach, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.
- b. Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.).
- c. For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), indicate whether you have developed a list of allowable non-storm water discharges, other than those already listed in the general permit. If you have developed a list and have

made any changes to the local controls, conditions and/or programs being established for discharges, include this information below. If you do not have any changes for this permit year, indicate that this item is not applicable.

Not Applicable

8. Describe any proposed changes to the SWMP in the coming reporting year.

No changes are proposed to the SMWP in the coming reporting year.

9. Describe any activities planned for the next permit year / reporting cycle.

Many of the activities planned for Permit Year 3 will be similar to those accomplished in Permit Year 2. The City will continue to educate the public and employees by distributing storm water-related material, posting messages on our website and including a storm water quality message as a water utility bill insert. Trash bash, neighborhood clean-up, and a wetlands restoration project will be conducted to encourage public involvement and participation. The City will distribute illicit discharge detection training materials to employees, businesses, and the general public and will also continue efforts to remove all illegally dumped debris.

D. Storm Water Management Program Status. Provide the status of every BMP and measurable goal listed in the SWMP, as described in the instructions. Each MCM, but not necessarily each BMP, must include the measurable goals described in the SWMP. For a shared SWMP, include the name of the responsible MS4 operator(s) in the “BMP” column. *(Though an MS4 is not required to implement BMPs until the initial SWMP is approved by the TCEQ, the MS4’s initial annual report should include a description of what has been done to date, even if the SWMP has not yet been approved. The MS4 will receive credit for all BMPs implemented prior to and during the first permit year if they are described in the initial annual report.)*

Table 1 – BMP Status

MCM(s)	BMP	Year 2 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1. Public Education and Outreach	1.1) Post one storm water quality related message to the City’s website per permit year.	One storm water related message was posted to the City’s website on January 21, 2009 where it remained for a month. A copy of the message is provided with this Report.		January 2009	Completed, January 2009. Will continue in every permit year.
1. Public Education and Outreach	1.2) Annually distribute book covers or homework folders to Dickinson Independent School District for students during school year.	500 book covers were given to Dunbar Middle School, 500 were given to Barber Middle School, and 1000 were given to McAdams Jr. High for school year 2008-2009. One of the book covers is provided with this Report.		August 2009	Completed, August 2009. Will continue every permit year.
1. Public Education and Outreach	1.3) Raise awareness of storm water issues for citizens by placing one (1) informational insert each year in the water utility bill.	The City sent an informational insert with the water utility bill generated by Galveston County WCID #1 in February 2009. This insert reached ¼ of the City due to the billing cycle that was used. A copy of the insert is provided with this Report.		February 2009	Completed, February 2009. Will continue in every permit year.

1. Public Education and Outreach	1.5) Distribute the Law Enforcement Anti-Littering brochure designed and printed by Houston-Galveston Area Council of Governments to raise awareness of littering and its impact on storm water issues for citizens.	Did not complete due to City's response to Hurricane Ike. Will complete in Permit Years 3 and 4.			Did not complete due to City's response to Hurricane Ike, Will complete in Permit Years 3 and 4.
1. Public Education and Outreach	1.6) Add interest links concerning construction site BMPs and Storm Water to the City Website	Due to City's response to Hurricane Ike, this BMP was not completed at the end of Permit Year 2. However, interest links will be added to the City's website in October 2009.		October 2009	In progress. Will be completed in Permit Year 3.
2. Public Involvement and Participation	2.1) Follow public notice requirements specified in general permit. Maintain copies of legal public notice.	The legal notice was published on February 17, 2009 in the Galveston County Daily News. An original copy of the newspaper along with the original publisher's affidavit were provided to TCEQ as directed and a copy is provided with this report.		February 2009	Completed February 17, 2009. Copies of legal public notice will be maintained by City in every permit year.
2. Public Involvement and Participation	2.2) Conduct Trash Bash one time per year during each permit year.	Keep Dickinson Beautiful, along with the City of Dickinson, hosted the annual Bayou Trash Bash on March 28, 2009 during which 283 tires and approximately 11 miles of Dickinson Bayou frontage and drainage ditches were cleaned. Over 250 volunteers removed an estimated 13 tons of trash and debris from bayous and ditches.		March 2009	Completed March 2009 and will continue in every permit year.

2. Public Involvement and Participation	2.3) Conduct Neighborhood clean-up one time per year during each permit year.	Keep Dickinson Beautiful and the City of Dickinson conducted a massive cleanup in Paul Hopkins Park During which green debris and 65 trees downed by Hurricane Ike were removed. All green debris was recycled.		October 2008	Completed October 2008. Will continue in every permit year.
2. Public Involvement and Participation	2.4) Make one presentation to a community group each year.	Keep Dickinson Beautiful had an anti-littering and Recycling Educational skit performed for 90 4 th graders in Galveston County in April 2009. Additionally, in October of 2008, Keep Dickinson Beautiful hosted an Arbor Day Poster Contest for DISD 5 th graders. Included in the educational message to kids regarding the benefit of trees to a better environment were the benefits of trees in storm water absorption and filtration.		April 2009 and October 2008	Completed in October 2008 and April 2009. Will continue in every permit year.
2. Public Involvement and Participation	2.5) Conduct one (1) wetland restoration project each permit year	Keep Dickinson Beautiful, in partnership with Texas Coastal Watershed Program, placed signage in Paul Hopkins Park notifying visitors of the importance of wetlands in the area, and identifying the plants and their role in water quality and habitat protection.		February 2009	Completed February 2009. Will continue in every permit year.
3. Illicit Discharge Detection and Elimination	3.1) Develop an ordinance to effectively prohibit non-storm water discharges into the storm sewer system and implement enforcement procedures and actions.	The City developed illicit discharge regulations that were adopted by the City Council on August 11, 2009. A copy of the adopted regulations is provided with this Report.		August 2009	Completed August 11, 2009.

3. Illicit Discharge Detection and Elimination	3.2) Review and update drainage system map to include new growth during permit year.	This information is continually updated by Galveston County W.C.I.D #1 and is available to the City whenever needed.		August 2009	Completed August 2009. Will continue every permit year.
3. Illicit Discharge Detection and Elimination	3.3) Establish a link on the City's website to provide a method for citizens to report illegal dumping and suspicious discharges.	The City implemented a method for citizens to report all types of complaints, violations, and issues via the City's website prior to Permit Year 1. The City's website was updated to reflect that illegal dumping and suspicious discharges could also be reported via the Complaint link in Permit Year 2.		October 2008	Completed on October 22, 2008.
3. Illicit Discharge Detection and Elimination	3.3) Advertise link by placement of one (1) ad in the local newspaper each permit year.	Was unable to complete during Permit Year 2 due to City's response to Hurricane Ike. However, the City will complete in Permit Year 3 and for every permit year thereafter.			Not completed during Permit Year 2, but will complete in Permit Year 3 and for every permit year thereafter.
3/6 Illicit Discharge Detection and Elimination/Pollution Prevention and Good Housekeeping	3.5/6.3) Acquire and format storm water training materials from Galveston County Health District and determine an effective means of distribution for informing City Employees.	The City utilized a Municipal Stormwater Pollution Prevention DVD provided by Galveston County Health District for conducting training of all City employees and Galveston County W.C.I.D # 1 field employees.		May and June 2009	Completed in May and June 2009. Will continue every permit Year.
3. Illicit Discharge Detection and Elimination	3.6) Acquire and format storm water training materials from Galveston County Health District and determine an effective means of distribution for informing businesses and general public.	This was not completed in Permit Year 2 due to City's response to Hurricane Ike but is currently in progress. Will complete in Permit Year 3.			In progress. Will complete in Permit Year 3.

3. Illicit Discharge Detection and Elimination	3.7) Continue efforts to remove all illegally dumped debris	City staff continued to investigate and address illegal dumping in a timely fashion throughout Permit Year 2. The City has effectively decreased the amount of illegally dumped tires, trash and debris by cleaning up Dickinson Bayou during the Trash Bash event held in March 2009. In addition, the City has operated a tire recycling program to reduce the amount of illegally dumped tires. Approximately 1200 tires have been successfully recycled in Permit Year 2.		August 2009	Completed. Will continue every permit year.
3/6 Illicit Discharge Detection and Elimination/Pollution Prevention and Good Housekeeping	3.8/6.4) Successfully recycle 50 gallons of oil and 20 filters per year during each permit year.	The City successfully recycled approximately 75 gallons of oil and 15-20 oil filters during Permit Year 2.		August 2009	Completed. City will continue in every permit year.
4. Control of Construction Site Runoff	4.1) Distribute brochures during the application process necessary to obtain a building and or land use permit.	City staff searched for available literature on construction site storm water management during Permit Year 2. However, due to the City's response to Hurricane Ike, no literature was decided upon or distributed. The City is working with other cities and Galveston County Health District to jointly acquire literature that will be distributed in Permit Year 3.			In progress. Will complete in Permit Year 3.

4. Control of Construction Site Runoff	4.2) Continue to require erosion control plans in submittals.	The City continued to require submission of erosion control plans with all development applications.		August 2009	Completed. Will continue in every permit year.
4. Control of Construction Site Runoff	4.4) Require submission of a certification statement and copy of the NOI from the contracting authority before a construction permit can be issued.	The City continued to require submission of a certification statement and copy of the NOI from the contracting authority before a construction permit can be issued.		August 2009	Completed. Will continue in every permit year.
4. Control of Construction Site Runoff	4.5) Continue to inspect general erosion control measures during inspections.	City staff inspected all developments to ensure erosion control measures are installed and maintained.		August 2009	Completed. Will continue in every permit year.
4. Control of Construction Site Runoff	4.5) Document any erosion control violations and provide follow-up inspections ensuring enforcement of permit provisions.	In Permit Year 2, City staff inspected developments during construction and investigated alleged erosion control violations. As needed, follow-up inspections were conducted to ensure violations were corrected.		August 2009	Completed. Will continue in every permit year.
4. Control of Construction Site Runoff	4.6) Ensure that all new development utilizes appropriate storm drain markers during each permit year.	All new development for Permit Year 2 was inspected to ensure that appropriate storm drain markers were utilized. City staff will continue to inspect new development to ensure appropriate storm drains and markers are being utilized.		August 2009	Completed. Will continue every permit year.

5. Post-Construction Storm Water Management	5.1) Continue to review all development plans for mitigation of impact through compliance with floodplain requirements and adequate infrastructure design for grading and the use of detention ponds	All development plans were reviewed for mitigation of impact of the development on storm water runoff during Permit Year 2. City staff will continue to review all development plans for mitigation of impact.		August 2009	Completed. Will continue every permit year.
5. Post-Construction Storm Water Management	5.2) Educate and inform the public of adopted regulations to address storm water runoff from new development and redevelopment.	Through discussions during City Council meetings concerning proposed illicit discharge regulations, the public was informed of regulations addressing storm water runoff from new development and redevelopment. However, a more specific educational program will be implemented during Permit Year 3.			In progress. Will complete in Permit Year 3.
6. Pollution Prevention and Good Housekeeping	6.1) Review current operations and procedures related to cleaning of debris from storm drains and prioritize locations on an as-needed basis.	In Permit Year 2, Public Works reviewed current operations and procedures regarding the cleaning of ditches and storm drains and has prioritized locations in need of work. The Public Works Department inspects the City's drainage system monthly as well as on a complaint basis.		August 2009	Completed. Will continue every permit year.
6. Pollution Prevention and Good Housekeeping	6.2) Review current operations and procedures related to street sweeping and prioritize locations on an as-needed basis.	In Permit Year 2, Public Works reviewed the current operations and procedures for street sweeping and prioritized locations thereof.		August 2009	Completed. Will continue every permit year.

6. Pollution Prevention and Good Housekeeping	6.2) Contract for street sweeping services to conduct street sweeping two times per permit year.	The City utilized 2 sweeper demos in January that allowed it to sweep 2 miles without expense. On July 30, 2009 the City contracted Mr. Dirt of Texas to sweep 20 miles. Attached is the invoice and service ticket from Mr. Dirt. However, the City also decided to purchase a street sweeper to reduce its expenses related to contractual street sweeping.		January and July 2009	Completed January and July 30, 2009. Will continue every permit year.
6. Pollution Prevention and Good Housekeeping	6.5) Perform a municipal operations and facility survey to assess the need for pollution prevention policies and procedures at various City facilities.	The City has obtained a sample facility survey to be used in assessing the need for pollution prevention policies and procedures. The City was unable to complete this in Permit Year 2 due to the City's response to Hurricane Ike. The survey will be completed in Permit Year 3.		August 2009	In progress. Will complete in Permit Year 3.
6. Pollution Prevention and Good Housekeeping	6.5) Develop policies and procedures to implement storm water BMP's as deemed necessary in the municipal operations facility survey.	The City was unable to complete in Permit Year 2 due to City's response to Hurricane Ike. Will be completed in Permit Year 3 once facility survey is completed.			Not completed. Will complete in Permit Year 3.
6. Pollution Prevention and Good Housekeeping	6.6) Evaluate need to install catch basins at City fire stations to reduce runoff of pollutants from facility.	The City has evaluated the need for catch basins at the City's fire stations and has determined that there is a need for one. The Director is obtaining quotes on installation of a catch basin which will be installed when funds are allocated.		June 2009	Completed June 2009.

6. Pollution Prevention and Good Housekeeping	6.6) Develop and implement policies and procedures detailing the vehicle and equipment washing requirements necessary to protect water quality.	A draft of proposed vehicle and equipment washing policies and procedures has been developed. The policies will be finalized and implemented in Permit Year 3.		August 2009	In progress. Will complete in Permit Year 3..
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Table 2 – Measurable Goals Status

MCM(s)	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1	1.1) Post one storm water quality related message to the City's website per permit year.	Met goal. Will continue every permit year.	None
1	1.2) Annually distribute book covers or homework folders to Dickinson Independent School District for students during school year.	Met goal. Will continue every permit year.	None
1	1.3) Raise awareness of storm water issues for citizens by placing one (1) informational insert each year in the water utility bill.	Met goal. Will continue every permit year.	None
1	1.5) Distribute the Law Enforcement Anti-Littering brochure designed and printed by Houston-Galveston Area Council of Governments to raise awareness of littering and its impact on storm water issues for citizens.	Did not meet goal due to City's response to Hurricane Ike. Will complete in Permit Years 3 and 4.	None
1	1.6) Add interest links concerning construction site BMP's and Storm Water to the City Website.	In progress. Will be completed in Permit Year 3.	None
2	2.1) Comply with federal, state, and local public notice requirements when implementing the SWM. Maintain copies of legal public notice.	Met goal. Copies of legal public notice will be maintained by City in every permit year.	None
2	2.2) Conduct Trash Bash one time per year during each permit year.	Met goal. Will continue every permit year.	None
2	2.3) Conduct Neighborhood clean-up one time per year during each permit year.	Met goal. Will continue every permit year.	None

2	2.4) Make one presentation to a community group each year.	Met goal. Will continue every permit year.	None
2	2.5) Conduct one (1) wetland restoration project each permit year	Met goal. Will continue every permit year.	None
3	3.1) Develop an ordinance to effectively prohibit non-storm water discharges into the storm sewer system and implement enforcement procedures and actions.	Exceeded goal. Ordinance was developed and finalized in Permit Year 2. Will continue implementation of regulations in Permit Years 3-5.	None
3	3.2) Review and update drainage system map to include new growth during permit year.	Met goal. Will continue every permit year.	None
3	3.3) Establish a link on the City's website to provide a method for citizens to report illegal dumping and suspicious discharges.	Met goal.	None
3	3.3) Advertise link by placement of one (1) ad in the local newspaper each permit year..	Was unable to meet goal due to City's response to Hurricane Ike. Will complete in Permit Year 3 and for every permit year thereafter.	None
3/6	3.5/6.3) Acquire and format storm water training materials from Galveston County Health District, and determine an effective means of distribution for informing City Employees.	Met goal. Will continue every Permit Year.	None
3	3.6) Acquire and format storm water training materials from Galveston County Health District, and determine an effective means of distribution for informing businesses and general public.	In progress. Was unable to meet goal in Permit Year 2 due to City's response to Hurricane Ike but will complete in Permit Year 3.	None

3	3.7) Continue efforts to remove all illegally dumped debris	Met goal. Will continue every Permit Year.	None
3/6	3.8/6.4) Successfully recycle 50 gallons of oil and 20 filters per year during each permit year.	Exceeded goal. Will continue every Permit Year.	None
4	4.1) Distribute brochures during the application process necessary to obtain a building and or land use permit.	In progress. Will complete in Permit Year 3.	None
4	4.2) Continue to require erosion control plans in submittals.	Met goal. Will continue every Permit Year.	None
4	4.4) Require submission of a certification statement and copy of the NOI from the contracting authority before a construction permit can be issued.	Met goal. Will continue every Permit Year.	None
4	4.5) Continue to inspect general erosion control measures during inspections.	Met goal. Will continue every Permit Year.	None
4	4.5) Document any erosion control violations and provide follow-up inspections ensuring enforcement of permit provisions.	Met goal. Will continue every Permit Year.	None
4	4.6) Ensure that all new development utilizes appropriate storm drain markers during each permit year.	Met goal. Will continue every Permit Year.	None
5	5.1) Continue to review all development plans for mitigation of impact through compliance with floodplain requirements and adequate infrastructure design for grading and the use of detention ponds	Met goal. Will continue every Permit Year.	None

5	5.2) Educate and inform the public of adopted regulations to address storm water runoff from new development and redevelopment.	In progress. Will be completed in Permit Year 3.	None
6	6.1) Review current operations and procedures related to cleaning of debris from storm drains and prioritize locations on an as-needed basis.	Met goal. Will continue every Permit Year.	None
6	6.2) Review current operations and procedures related to street sweeping and prioritize locations on an as-needed basis.	Met goal. Will continue every Permit Year.	None
6	6.2) Contract for street sweeping services to conduct street sweeping two times per permit year.	Met goal. Will continue every Permit Year.	None
6	6.5) Perform a municipal operations and facility survey to assess the need for pollution prevention policies and procedures at various City facilities.	In progress. Will complete in Permit Year 3.	None
6	6.5) Develop policies and procedures to implement storm water BMPs as deemed necessary in the municipal operations facility survey.	Did not meet goal due to City's response to Hurricane Ike. Will complete in Permit Year 3 after completion of facility survey.	None
6	6.6) Evaluate need to install catch basins at City fire stations to reduce runoff of pollutants from facility.	Met goal.	None
6	6.6) Develop and implement policies and procedures detailing the vehicle and equipment washing requirements necessary to protect water quality.	In progress. Will complete in Permit Year 3.	None

C. Certification

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): Julie Johnston

Title: City Administrator

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Add pages as needed.

Jaya Zyman-Ponebshek, Team Leader
Texas Commission on Environmental Quality
Storm Water and Pretreatment Team (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for {Small MS4 Name}
TPDES Permit Number: TXR040271

Dear Ms. Zyman-Ponebshek:

This letter serves to transmit the Year 2 Annual Report for the Texas Pollutant Discharge Elimination System (TPDES) Small Municipal Separate Storm Sewer System (MS4) General Permit, Authorization Number TXR040271 for the City of Dickinson.

A separate Notice of Change (NOC) has not been submitted based on the fact that changes have not been proposed for Year 3.

As required by the general permit, a copy of this submittal has also been mailed to the TCEQ's regional office in Houston, Texas.

Sincerely,

Julie M. Johnston
City Administrator