

Bryan W. Shaw, Ph.D., P.E., *Chairman*  
Toby Baker, *Commissioner*  
Zak Covar, *Commissioner*  
Richard A. Hyde, P.E., *Executive Director*



Texas Commission on Environmental Quality  
*Protecting Texas by Reducing and Preventing Pollution*

November 17, 2014

Dear Applicant:

Re: TPDES Small MS4 General Permit (TXR040000)  
Notice of Intent Authorization

Your Notice of Intent application for authorization under the general permit for discharge of stormwater associated with a small MS4 has been received. Pursuant to authorization from the Executive Director of the Texas Commission on Environmental Quality, the Division Director of the Water Quality Division has issued the enclosed Certificate.

Please refer to the attached certificate for the authorization number that was assigned to your small MS4, the coverage effective date, and the expiration date. Please use this authorization number to reference this MS4 for future communications with the Texas Commission on Environmental Quality (TCEQ).

Please note that the water quality annual fee is assessed for permits active September 1 each year. The billing statement will be mailed to the Operator in November and payment must be made within 30 days to avoid late fees. It is the responsibility of the Operator to notify the TCEQ by submitting a Notice of Change of any change in address supplied on the original Notice of Intent.

For questions related to the status or processing of your application, you may contact the Applications Review & Processing Team at (512) 239-4671. If you have any questions regarding coverage under this general permit or other technical issues, you may contact the stormwater technical staff at (512) 239-4671 or by email at [swgp@tceq.texas.gov](mailto:swgp@tceq.texas.gov). Also, you may obtain information on the stormwater web site at [www.tceq.texas.gov](http://www.tceq.texas.gov). Permit authorization and application status information can be found on the TCEQ web site at <http://www.tceq.texas.gov/goto/wq-dpa>.

Sincerely,

A handwritten signature in cursive script that reads "David W Galindo".

David W. Galindo, Director  
Water Quality Division  
Texas Commission on Environmental Quality

Bryan W. Shaw, Ph.D., P.E., *Chairman*  
Toby Baker, *Commissioner*  
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TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
*Protecting Texas by Reducing and Preventing Pollution*

November 17, 2014

City of Georgetown  
113 East 8th Street  
Georgetown, Texas 78626-5801

RE: City of Georgetown  
Permit No. TXR040487

This letter is your notice that the Texas Commission on Environmental Quality (TCEQ) executive director (ED) has issued final approval of the above-named application. According to 30 Texas Administrative Code (TAC) Section 50.135 the approval became effective on the date the ED signed the permit or other approval. A copy of the final approval is enclosed and cites the effective date.

You may file a **motion to overturn** with the chief clerk. A motion to overturn is a request for the commission to review the TCEQ executive director's approval of the application. Any motion must explain why the commission should review the TCEQ executive director's action. According to 30 TAC Section 50.139 an action by the ED is not affected by a motion to overturn filed under this section unless expressly ordered by the commission.

A motion to overturn must be received by the chief clerk within 23 days after the date of this letter. An original and 7 copies of a motion must be filed with the chief clerk in person or by mail. The Chief Clerk's mailing address is Office of the Chief Clerk (MC 105), TCEQ, P.O. Box 13087, Austin, Texas 78711-3087. On the same day the motion is transmitted to the chief clerk, please provide copies to Robert Martinez, Environmental Law Division Director (MC 173), and Vic McWherter, Public Interest Counsel (MC 103), both at the same TCEQ address listed above. If a motion is not acted on by the commission within 45 days after the date of this letter, then the motion shall be deemed overruled.

You may also request **judicial review** of the ED's approval. According to Texas Water Code Section 5.351 a person affected by the ED's approval must file a petition appealing the ED's approval in Travis County district court within 30 days after the effective date of the approval. Even if you request judicial review, you still must exhaust your administrative remedies, which includes filing a motion to overturn in accordance with the previous paragraphs.

Individual members of the public may seek further information by calling the TCEQ Public Education Program, toll free, at 1-800-687-4040.

Sincerely,

A handwritten signature in cursive script that reads "Bridget C. Bohac".

Bridget C. Bohac  
Chief Clerk

BCB/ka

cc: Vic McWherter, TCEQ Public Interest Counsel (MC 103)



**TEXAS COMMISSION ON ENVIRONMENTAL QUALITY**  
Texas Pollutant Discharge Elimination System  
Small Municipal Separate Storm Sewer System (MS4) General Permit

The Notice of Intent (NOI) for the Small MS4 listed below was received on June 11, 2014. The intent to discharge stormwater associated with the Small MS4 under the terms and conditions imposed by the Texas Pollutant Discharge Elimination System (TPDES) Small MS4 General Permit TXRo40000 is authorized. The MS4 Operator's TPDES Small MS4 general permit authorization number is:

**TXRo40487**  
Coverage Effective: 11/13/2014

TCEQ's Small MS4 General Permit requires certain stormwater pollution prevention and control measures, possible monitoring and reporting, and periodic inspections. Among the conditions and requirements of this permit, you must have prepared and implemented a stormwater management program (SWMP) that is tailored to your MS4. As an MS4 authorized to discharge under the Small MS4 General Permit, all terms and conditions must be complied with to maintain coverage and avoid possible penalties.

Project/Site Information:

RN107578288  
CITY OF GEORGETOWN MS4  
AREA WITHIN THE CITY OF GEORGETOWN LIMITS THAT IS  
LOCATED WITHIN THE AUSTIN URBANIZED AREA  
GEORGETOWN, TX 78626  
WILLIAMSON COUNTY

OPERATOR:

CN600412043  
CITY OF GEORGETOWN  
113 E 8TH ST  
GEORGETOWN, TX 78626-5801

This permit authorization expires on December 13, 2018, unless otherwise amended. For additional information, see the TCEQ web site at <http://www.tceq.texas.gov> or contact the Stormwater & Pretreatment Team at [swgp@tceq.texas.gov](mailto:swgp@tceq.texas.gov) or by telephone at (512) 239-4671. A copy of this document should be kept with your storm water management program.

Issued Date: 11/13/2014

  
FOR THE COMMISSION



# City of Georgetown, Texas

## Storm Water Management Program (SWMP)

### TPDES (Phase II) Municipal Separate Storm Sewer System (MS4)



**June 2014**

Prepared by HDR, Inc.

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## 1.0 Introduction

The City of Georgetown has developed a Storm Water Management Program (SWMP) as required for coverage under the Texas Pollutant Discharge Elimination System Program (TPDES) General Permit No. TXR040000. The SWMP describes the minimum control measures and Best Management Practices (BMPs) that will be implemented by the City of Georgetown in order to achieve the regulatory standard of reducing pollutants in the City's storm water to the "maximum extent practicable". The City's existing programs and activities designed to protect the environment and water quality will be enhanced and supplemented with new BMP activities. The BMPs were selected based on general assessment of BMP effectiveness, applicability to the City of Georgetown and costs associated with implementation. The BMPs, measurable goals and implementation schedule in the SWMP were developed by Engineering and Development Services Department with input from multiple City departments.

### 1.1 Regulatory Background

The Federal Water Pollution Control Act was passed in 1972. After the law was amended in 1977, it became commonly known as the Clean Water Act. The Act established the structure for federal regulation of pollutant discharges into the waters of the United States, authorized the Environmental Protection Agency (EPA) to implement pollution control programs, extended the requirement to establish standards for surface water contaminants, and made it unlawful to discharge unpermitted point source pollutants into navigable waters. The Act also established funding for construction of sewage treatment plants and promoted planning to address non-point source pollution. In order to reduce stormwater pollution, amendments were made to the Clean Water Act in 1987, requiring stormwater discharges to be permitted in two phases.

### 1.2 Phases

Phase 1 applied, among other things, to larger cities (population > 100,000) with separate stormwater sewer systems. The regulations required these cities to obtain National Pollutant Discharge Elimination System (NPDES) permits. The permit process imposed controls on the cities to reduce pollution in stormwater discharges.

Phase 2 applies to smaller cities (population <100,000 with Urbanized Areas). In 1999, the EPA issued final regulations for Phase 2. The Texas Commission on Environmental Quality (TCEQ) issued the Texas Pollutant Discharge Elimination System (TPDES) General Permit Number TXR040000 (General Permit) for Phase 2 Stormwater on August 13, 2007 in order to create a mechanism for Phase 2 Texas cities to come into compliance with the federal regulations.

### 1.3 Process

The processes of applying for coverage under and maintaining conformance to the General Permit begins with submittal of two documents to the TCEQ. The first document is a form provided by the TCEQ, called a Notice of Intent (NOI). The second document is the proposed implementation plan for the Stormwater Management Program (SWMP).

The purpose of the SWMP is to reduce stormwater pollution by increasing the city's control of pollution sources. The SWMP provides maps (see Tab 3) and photos (see Tab 3), which identify many of the points where stormwater is discharged from the city to other municipalities. The plan must be fully implemented within 5 years of the TCEQ's issuance of the General Permit.

## 2.0 City of Georgetown Background

The City of Georgetown is located in Williamson County in Central Texas. The 2010 census placed Georgetown in an urbanized area that includes Austin. With a population of approximately 47,000, Georgetown is categorized as a Level 3 Small Municipal Separate Storm Sewer System (MS4). The City was not previously classified as an urbanized area, and therefore the City is required to obtain coverage under Texas Pollutant Discharge Elimination System (TPDES) General Permit No. TXR040000 for the first time.

Hydrologically, the City is located in the San Gabriel River watershed of the Brazos River basin. Ninety-eight percent of the City is over the Edwards Aquifer Recharge Zone. Development in areas of the City lying over the Recharge Zone is subject to requirements of the Edwards Aquifer Recharge Zone (EARZ) rules.

### 2.1 City Facilities and Stormwater Systems

The City of Georgetown's stormwater system and facilities are designed and operated to efficiently convey runoff, minimize flooding risks and eliminate standing water on publicly owned and highly traveled surfaces. For public safety, runoff is directed off publically owned areas such as roadways through drainage systems on site or with the use of easements. Structures are sized for runoff from both existing public properties and flow from off-site areas conveyed by natural or pre-existing drainage patterns.

Stormwater is collected from a variety of land uses and land cover throughout the city. Conveyance generally occurs through a system of channels, culverts, underground pipes, and water quality and detention ponds owned and maintained by mostly private entities, as well as TxDOT, the City of Georgetown, and Williamson County. Treatment facilities in the city are built to treat diverse contaminants from urban city centers, suburban neighborhoods and rural farmlands before discharging to surface or groundwater.

### 2.2 City's Drainage Basins (Watersheds)

The City of Georgetown is located in the San Gabriel River subwatershed of the Little River watershed located in the Brazos River Basin as shown in Figure-1. Both the North and South forks of the San Gabriel River flow through the city center of Georgetown. Runoff from the outskirts of town flow into the Georgetown reservoir on the west end of town and tributaries to Granger Lake on the East side of town.

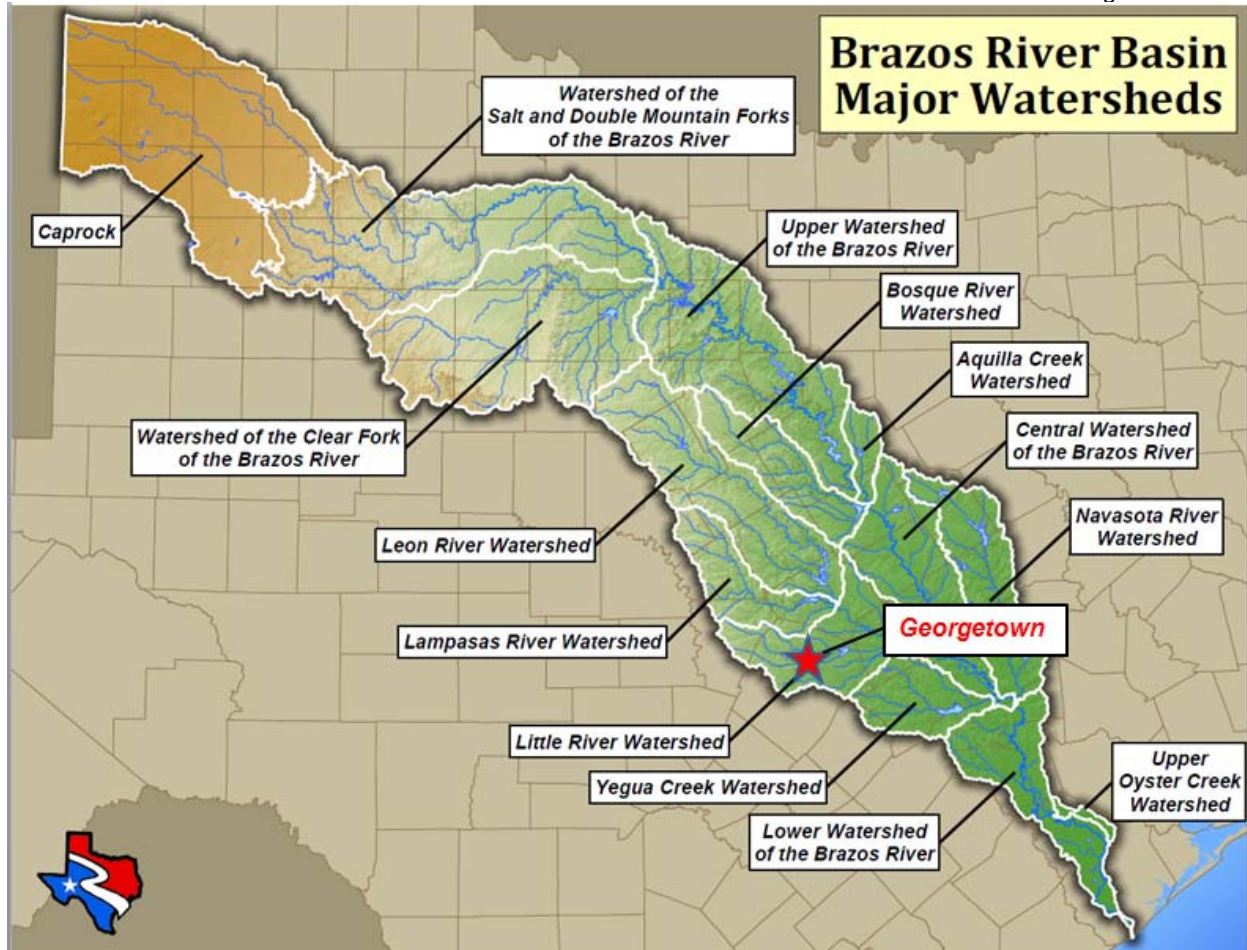


Figure 1. City of Georgetown Location within Brazos River Basin (Brazos.org).

## 2.3 Existing Stormwater Management Practices

As a new Phase II MS4 permittee, the City of Georgetown evaluated existing programs and practices that may complement or be compliant with the required Phase II MCM's. The following is a summary of existing stormwater management practices.

### 2.3.1 Public Education and Outreach on Stormwater Impacts

The City's Public Communications Department provides information to the public through City of Georgetown websites, a monthly resident newsletter called the Georgetown City Reporter, City cable access channel 10 (on the Suddenlink basic tier), news releases, and advertisements.

The City of Georgetown maintains two separate Facebook pages and Twitter feeds:

1. **City News:** The City News Facebook Page and Twitter feed keeps residents up-to-date on city communication, such as road closings, construction updates, election information, and crime alerts.
2. **Live & Play:** Georgetown's Live & Play Facebook and Twitter feed are set up to list events and programs sponsored by the City of Georgetown that are geared toward recreational activities such as Parks & Recreation programs, trips, races, and announcements; programming for all ages and author events at the Georgetown Public Library; and



Downtown festivals and special events. These links will keep residents up to date on things they can do with their family and friends and also on community programs that will benefit them.

### ***Public Safety***

In an effort to keep people apprised of public safety situations, the City has recently set up a Twitter feed to which it will try to send notices of brush fires, major traffic accidents and other emergency notifications.

### **2.3.2 Public Involvement / Participation**

The City provides opportunities for public involvement and participation at various municipal meetings. Interested residents are encouraged to attend or contact city staff or council members about concerns at these meetings.

The City currently engages the community about environmental issues through outreach and education. Georgetown is involved in a "Go Green!" initiative which provides information to citizens on its website about how recycling in the city works and ways they can get involved in sustainable practices such as urban farming. The Forestry department organizes volunteer tree planting and gardening events throughout the community. The City of Georgetown currently has a FOG campaign regarding fats, oils, and greases in sanitary sewers. Information about all of these initiatives and other programs are easily accessed by the public through the City of Georgetown's website.

### **2.3.3 Illicit Discharge Detection and Elimination**

The City of Georgetown has a curbside single stream recycling program, household hazardous waste program, and curbside yard trimmings collection program. Regular residential and non-residential solid waste collection services are provided through a contract with Texas Disposal Systems (TDS).

The City currently maintains a Geographic Information System (GIS) database of the existing wastewater collection system.

Because 98% of the City is over the Edwards Aquifer Recharge Zone, Georgetown is subject to requirements of the Edwards Aquifer Recharge Zone (EARZ) rules. The regulatory requirements of the Texas Commission on Environmental Quality (TCEQ) require annual testing of at least 20% of the collection system every year, resulting in the testing of the entire system every 5 years. The testing is included in the Wastewater CIP program. As problems are identified, the City has twelve (12) months to make repairs. A significant portion of the capital budget for the Wastewater Utility is dedicated for inspection and repair of existing mains.

Section 13.20.020 of the City's municipal code addresses on-site sewage facilities (OSSF). The code requires all OSSF to be constructed and maintained in accordance with State and local regulations. The code also stipulates that when a public centralized wastewater collection main of adequate capacity is available within 200 feet of a property line, the property owner must connect to the main in either the event of failure of an OSSF on their property or within 5 years of receiving notice that the wastewater collection main is available, whichever occurs sooner. If an OSSF fails and no centralized wastewater collection main is available within 200 feet of the property, Section 13.20.020 states that the City shall evaluate the feasibility of providing centralized wastewater collection services to the property via a gravity or low pressure system, and if technically feasible, may make utility system improvements to provide service. If the City determines that provision of centralized collection main is not necessary due to existing or future land use, then the OSSF may

be repaired or replaced.

The City contracts with the Williamson County & Cities Health District (WCCHD) for inspection and associated follow-up of OSSF systems. The WCCHD was established via a cooperative agreement between the governing bodies of the cities of Cedar Park, Georgetown, Round Rock, and Taylor and the Williamson County Commissioners' Court and is the authorized agent of the TCEQ for Williamson County.

#### **2.3.4 Construction Site Stormwater Runoff Control**

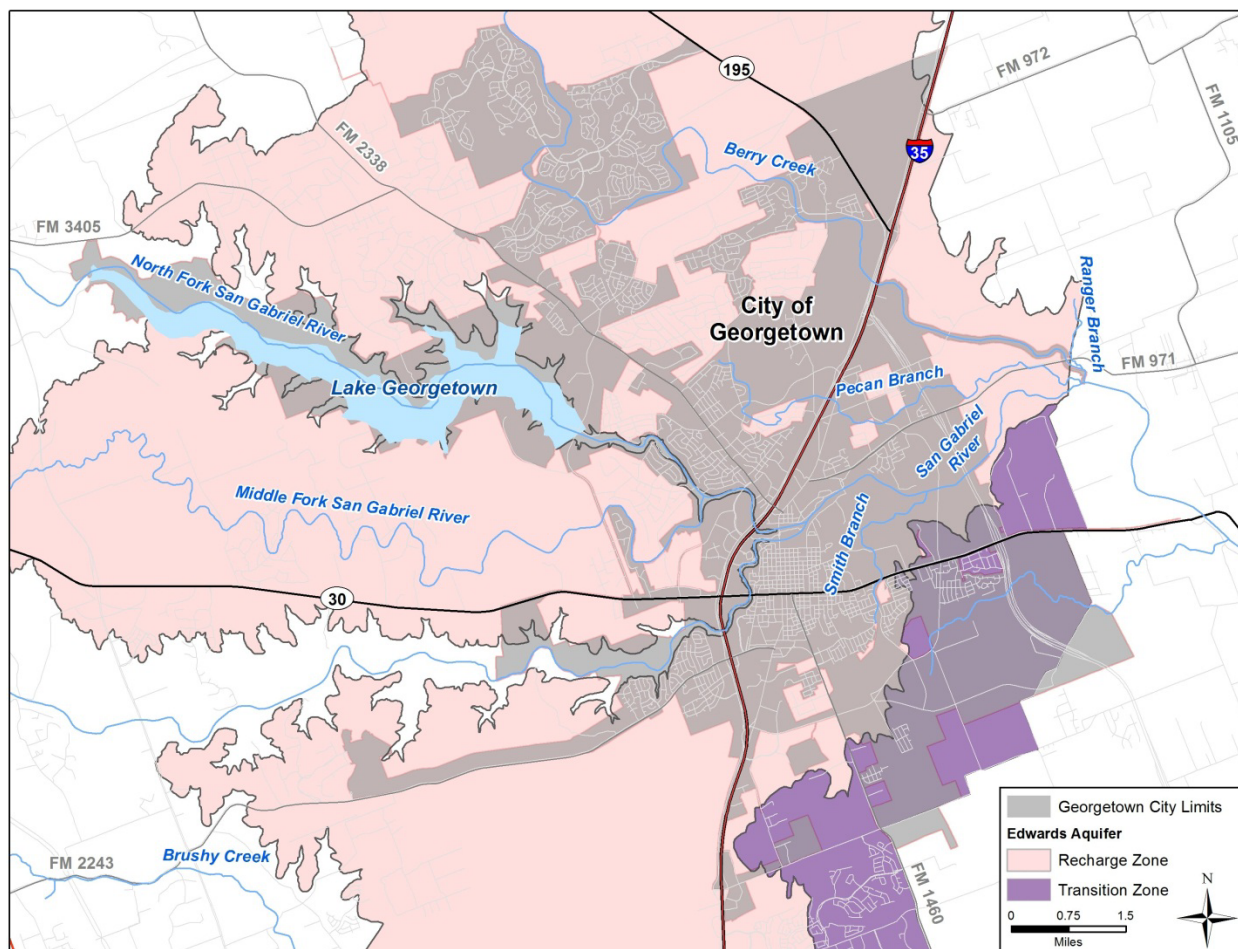
The City ensures that construction stormwater runoff is managed through two regulating ordinances of the TCEQ. The City requires temporary erosion and sediment control best management practices (BMPs) and inspects for compliance with established measures in accordance with the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit (TXR150000). The TXR15000 regulates stormwater discharge from construction sites and other associated activities. Coverage must be obtained under this permit for construction activities that disturb one or more acre or are part of a larger common plan of development that would disturb one or more acre. The permit requires preparation of a stormwater Pollution Prevention Plan (SWPPP). The SWPPP must include BMPs aimed at reducing the discharge of pollutants in stormwater runoff from the site in stormwater runoff.

The majority of the City of Georgetown lies over the Edwards Aquifer Recharge Zone (EARZ), all development that occurs in these central and western areas of the City must adhere to the EARZ rules (30 TAC § 213) as administered by the TCEQ. For parcels within the EARZ, a SWPPP must be submitted to TCEQ, which must include documentation of a WPAP to control site runoff both during and after construction.

#### **2.3.5 Post-Construction Stormwater Management in New Development and Redevelopment**

Nearly the entire City of Georgetown resides within the Edwards Aquifer Recharge Zone (Recharge Zone), as shown in Figure 2, which is the State-regulated area of land for which stormwater surface runoff enters the Edwards Aquifer. The Recharge Zone stretches across eight counties from Williamson County to Kinney County and is regulated by the Texas Commission on Environmental Quality (TCEQ). Since the late 1990's, TCEQ has required installation of stormwater quality treatment measures for development within the Recharge Zone. The requirements apply to development conducted by both private and public entities and have resulted in numerous permanent Best Management Practices (BMPs) across the City of Georgetown, mostly in the form of structural BMPs that impound water to settle or filter out total suspended solids (TSS) from stormwater.

Section 3.17 of the City's Unified Development Code (UDC) requires that a stormwater permit be obtained prior to any land disturbance. Issuance of the stormwater permit is contingent upon issuance of all applicable related permits from the TCEQ, the U.S. Environmental Protection Agency, or any other state or federal agency. The permit application must be prepared or reviewed, approved, and sealed by a professional engineer licensed in the State of Texas. The engineer must also verify that the development meets the stormwater and pollution management requirements of Chapter 11 of the UDC. These requirements include impervious cover limitations, pollution attenuation plans for industrial facilities, and collection and conveyance of stormwater runoff as described in the City of Georgetown Drainage Criteria Manual. Chapter 11 includes provisions to encourage development in areas intended for low density single family residential to be designed as Conservation Subdivisions, which include special provisions for watershed and other environmental protection measures.



**Figure 2. Edwards Aquifer Recharge Zone in the vicinity of the City of Georgetown.**

### **2.3.6 Pollution Prevention / Good Housekeeping for Municipal Operation**

The estimated City budget (FY14) for stormwater operations and maintenance and capital costs is approximately \$2.6 million. Revenue for stormwater management is generated through a Stormwater Management Fee assessed to all residents and businesses within corporate limits. The fee is based on average residential lot size. The City adopted a standard rate (sometimes called a fee) for one Billing Unit (BU) of impervious cover in 2011. The current rate is \$5.25/BU/month. The applicable rate times the number of billing units for a customer is the basis for that customer's monthly bill. Stormwater management is a function within the Transportation Services department. The department is responsible for maintaining the public stormwater conveyance system in public right-of-ways and easements receiving stormwater runoff. This system consists of inlets or catch basins, open channels and ditches, underground pipelines, and detention ponds.

The City maintains a number of Geographic Information System (GIS) databases that are relevant to stormwater management. These include City and Extra Territorial Jurisdiction (ETJ) limits, street centerlines, parcels, zoning districts, future land use, Edwards Aquifer recharge zone, and FEMA flood hazard areas. This data is publicly available through the City's website, which includes a web-based map viewer for displaying the data over various base maps. The City also maintains electronic files of site plans through its development review process.

A number of other entities also provide publicly available GIS data that is relevant to stormwater

management. Aerial imagery, LiDAR ground elevation data, rivers and streams, and soil and vegetation classification data are available from Williamson County. Watershed boundaries are available from the U.S. Geological Survey National Hydrography Dataset. The Capital Area Council of Governments (CAPCOG) and Texas Natural Resources Information System (TNRIS) also provide a number of GIS datasets for download from their websites.

In 2003, the City adopted a Master Drainage Plan and Drainage Criteria Manual for the city corporate limits as well as the ETJ. The master plan includes all tributaries of San Gabriel River located within the City and its ETJ area including Berry Creek, Pecan Branch, Middle Fork of San Gabriel River, Smith Branch and Mankins Creek.

In 2011, the City contracted with HDR Engineering, Inc. (HDR) for the inventory of privately owned water quality basins located within the City limits. The basins were identified through review of the TCEQ permit database and examination of aerial imagery, and their locations were recorded in a GIS database.

### 3.0 Stormwater Management Program Overview

#### 3.1 Development of the SWMP

Following notification by the Texas Commission on Environmental Quality (TCEQ) in December 2013, the City began the development of the SWMP with the assistance of relevant City staff and HDR. The City's SWMP was developed through numerous public meetings, outreach to elected city officials, peer jurisdictions and technical stormwater management experts and is in accordance with the requirements of the TPDES General Permit TXR040000 administered under the TCEQ..

The SWMP addresses the six minimum control measures (MCM's) that are required under the EPA Stormwater Phase II Final Rule for small Municipal Separate Storm Sewer System (MS4) and includes BMPs that will reduce pollutants discharging from the City's MS4. The City has not chosen to develop and include the optional seventh minimum control measure in the SWMP to obtain permit coverage for municipal construction activities.

#### 3.2 Organization of the SWMP

The City of Georgetown's SWMP is organized around the following seven major minimum control measures and the selected best management practices:

##### **MCM #1 - Public Education, Outreach and Involvement**

- PE-1 Community Education
- PE-2 Garden and Lawn Care Education
- PE-3 Household Hazardous Waste Education
- PE-4 Volunteer Inlet Marketing
- PE-5 Stream Clean-Up Projects
- PE-6 Tree Planting Program
- PE-7 Attitude survey
- PE-8 FOG Campaign
- PE-9 Public Access to SWMP

##### **MCM #2 - Illicit Discharge Detection and Elimination**

- ID-1 Illicit Discharge Ordinance
- ID-2 Citizen Complaint Hotline
- ID-3 Storm Drain and Outlet Mapping
- ID-4 The Collection System
- ID-5 Staff IDDE Education
- ID-6 Illicit Discharge Investigation
- ID-7 Sanitary Sewer System Cleaning

##### **MCM #3 - Construction Site Stormwater Runoff Control**

- C-1 Staff Training
- C-2 Construction Plan Review and Permitting
- C-3 Construction Site Inspection and Enforcement

##### **MCM #4 - Post-Construction Stormwater Management in New Development**

- PC-1 Review of Permanent BMP's
- PC-2 Detention and Pollution Attenuation
- PC-3 Long Term Maintenance of PC BMPs
- PC-4 Post-Construction Storm Water Management Ordinance

**MCM #5 - Pollution Prevention / Good Housekeeping for Municipal Operations**

- GH-1 Permittee- Owned Facilities Control
- GH-2 Staff Training and Reporting
- GH-3 Contractor Oversight
- GH-4 Street Sweeping
- GH-5 Inlet Drain and Structure Cleaning
- GH-6 Facilities Assessment and SOPs
- GH-7 Licensed Applicators
- GH-8 Municipal Complex Improvements
- GH-7 Park Facilities Improvements
- GH-8 Pool Facilities Improvements

**MCM #6 – Industrial Storm Water Sources**

Not Applicable for Level 3 Small MS4s

**MCM #7 – Authorization for Municipal Construction Activities**

Not Applicable

Each of the minimum control measure sections describes regulatory permit requirements and selected best management practices with measurable goal(s), implementation schedule, target audience and the responsible party. The City’s SWMP will be implemented over a five-year permit period which coincides with the City’s fiscal year. The five-year permit term begins September 30, 2014 and runs through September 30, 2019.

**3.3 List of Allowable Non-Stormwater Discharges**

The City has assessed a list of non-stormwater discharges and identified them to be non-significant contributors of pollution to the City’s MS4. Below is a list of common and incidental non-stormwater discharges that will not be addressed in the City’s SWMP. However, if any of these allowable discharges are identified as contributors of pollutants by City or TCEQ, then the SWMP will be amended to include BMPs for those discharges.

1. De-chlorinated swimming pool discharges
2. Individual residential vehicle washing
3. Water line flushing (excludes discharges of hyper-chlorinated water)
4. Air conditioning condensation
5. Uncontaminated pumped groundwater
6. Uncontaminated groundwater infiltration
7. Pavement and exterior building wash water conducted without use of detergent/soap or chemicals
8. Foundation or footing drains
9. Runoff or return flow from landscape irrigation and lawn irrigation
10. Discharges from potable water sources
11. Diverted stream flows
12. Rising ground waters and springs
13. Water from crawl space pumps
14. Street wash water
15. Discharges or flows from fire fighting activities (discharges or flows from fire fighting activities are excluded from the effective prohibition against non-stormwater and need only be addressed where identified as significant sources of pollutants to the City’s MS4).

## 4.0 MCM #1 - Public Education, Outreach and Involvement

The Public Education, Outreach and Involvement minimum control measure consists of BMPs that focus on the development of educational materials designed to inform the public about the impacts that stormwater discharges have on local water bodies. The BMPs describe how the target audience will be informed about the steps they can take to reduce stormwater pollution; how to become involved in the SWMP; and the mechanisms that will be used to reach target audiences. The Public Education, Outreach and Involvement program is developed to reach all of the constituents (residents, visitors, public service employees, businesses, commercial and industrial facilities and construction site personnel) within the City Limits.

### 4.1 Regulatory Requirements

#### I. Public Education and Outreach

Develop, implement and maintain a comprehensive stormwater education and outreach program to educate public employees, businesses and the general public of hazards associated with the illegal discharges and improper disposal of waste and about the impact that stormwater discharges can have on local waterways, as well as steps that the public can take to reduce pollutants in stormwater.

The program must at a minimum:

- a. Define the goals and objectives of the program based on high priority community-wide issues;
- b. Identify the target audience(s);
- c. Develop or utilize appropriate educational materials, such as printed materials, billboard and mass transit advertisements, signage at select locations, radio advertisements, television advertisements, and websites;
- d. Determine cost effective and practical methods and procedures for distribution of materials.

Throughout the permit term, make the education materials available to convey the program's message to the target audiences at least annually.


#### II. Public Involvement

Involve the public, and, at a minimum, comply with any state and local public notice requirements in the planning and implementation activities related to developing and implementing the SWMP. At a minimum:

- a. If feasible, consider using public input (for example, the opportunity for public comment, or public meetings) in the implementation of the program;
- b. If feasible, create opportunities for citizens to participate in the implementation of control measures, such as stream cleanups, storm drain stenciling, volunteer monitoring, volunteer "Adopt-A-Highway" programs, and education materials;
- c. Ensure the public can easily find information about the SWMP.


## 4.2 Selected Best Management Practices

### PE-1 Community Education


<b>PE-1</b>	<b>Community Education</b>	
		<p><b>BMP Description:</b></p> <p>The City will continue to develop or obtain a public education and outreach campaign focused on the reduction of the bacteria, floatables and fertilizer. Special consideration will be paid to aquifer and salamander concerns.</p>
<b>Responsible Department</b> GUS-Env.	<b>Target Audience</b>	Residents, visitors, public service employees, businesses, commercial and industrial facilities, construction site personnel
<b>Supporting Departments</b>  Public Comm GUS-Sys. Eng. Transportation GUS-Util. Police-Code Planning	<b>Year</b>	<b>Measurable Goal</b>
	<b>1</b>	Identify 3 community issues and associated audiences of each issue
	<b>2</b>	Develop public education and outreach campaign focused on reduction of the Big 3
	<b>3</b>	Market campaign via online webpage and social media
	<b>4</b>	Add billing inserts and brochures to the campaign
<b>5</b>	Market full campaign using online webpage, social media, billing inserts, and brochures	




**PE-2 Garden and Lawn Care Education**

PE-2	<b>Garden and Lawn Care Education</b>											
	<p><b>BMP Description:</b> The City will acquire, create or support the creation of public education and outreach materials focused on garden and lawn care education. Update as needed.</p>											
<p><b>Responsible Department</b> GUS-Env.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>										
<p><b>Supporting Departments</b>  Public Comm GUS-Sys. Eng. Transportation Parks</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="521 1260 643 1371">1</td> <td data-bbox="643 1260 1461 1371">Identify primary garden and lawn care issues related to stormwater pollution</td> </tr> <tr> <td data-bbox="521 1371 643 1482">2</td> <td data-bbox="643 1371 1461 1482">Acquire, create, or support the creation of education and outreach materials</td> </tr> <tr> <td data-bbox="521 1482 643 1596">3</td> <td data-bbox="643 1482 1461 1596">Post education and outreach materials online. Promote availability of materials</td> </tr> <tr> <td data-bbox="521 1596 643 1709">4</td> <td data-bbox="643 1596 1461 1709">Make education and outreach material handouts available to public at City offices</td> </tr> <tr> <td data-bbox="521 1709 643 1824">5</td> <td data-bbox="643 1709 1461 1824">Continue to offer education materials online and in hard copy at City offices</td> </tr> </table>	1	Identify primary garden and lawn care issues related to stormwater pollution	2	Acquire, create, or support the creation of education and outreach materials	3	Post education and outreach materials online. Promote availability of materials	4	Make education and outreach material handouts available to public at City offices	5	Continue to offer education materials online and in hard copy at City offices
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4	Make education and outreach material handouts available to public at City offices											
5	Continue to offer education materials online and in hard copy at City offices											


**PE-3 Household Hazardous Waste Education**

PE-3	<b>Household Hazardous Waste Education</b>	
	<p><b>BMP Description:</b></p> <p>The City will continue to collect household Hazardous Waste from residents at designated facilities. Refine communication efforts to maximize citizen participation in proper disposal.</p> <p>The City will acquire, create or support the creation of public education and outreach materials focused on use of less toxic alternatives</p>	
<p><b>Responsible Department</b> GUS-Env.</p>	<p><b>Target Audience</b></p>	<p>Residents</p>
<p><b>Supporting Departments</b></p> <p>Public Comm Police-Code</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p>1</p>	<p>Identify primary household hazardous waste issues related to stormwater pollution</p>
	<p>2</p>	<p>Develop materials to promote use of less hazardous products and practices, focusing on identified primary issues</p>
	<p>3</p>	<p>Develop/ post message to promote awareness and use of The Collection Station Post education and outreach materials online</p>
	<p>4</p>	<p>Assess effectiveness of outreach Identify barriers to use</p>
<p>5</p>	<p>Implement means to reduce barriers to use of household hazardous waste and used oil collection programs</p>	


**PE-4 Volunteer Inlet Marking**

PE-4	<b>Volunteer Inlet Marking</b>	
		<p><b>BMP Description:</b>                  Staff shall develop a program to recruit and manage volunteer efforts to install inlet markers throughout the city. Volunteers will be educated about water quality impacts. The City will acquire, create or support the creation of public education and outreach materials to be distributed in target neighborhoods to explain the purpose of the recent inlet marker installation and concepts associated with “drains to creek”.</p>
<p><b>Responsible Department</b>                  GUS-Env.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b></p> <p>Public Comm                  GUS-Sys. Eng.                  Transportation                  Police-Code                  Legal</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p><b>1</b></p>	<p>Establish GIS inlet database                  Identify target neighborhoods                  Identify education and outreach materials</p>
	<p><b>2</b></p>	<p>Identify neighborhoods to be targeted for inlet marking,                  Incorporate target inlet locations into database</p>
	<p><b>3</b></p>	<p>Prepare/acquire inlet marking materials,                  Develop forms and volunteer leader training                  Acquire/create public education and outreach materials</p>
	<p><b>4</b></p>	<p>Training for volunteer leaders – date and sign-in.                  List of marking locations &amp; dates                  Post education and outreach materials online</p>
	<p><b>5</b></p>	<p>List of marking locations &amp; dates</p>


**PE-5 Stream Cleanup Projects**

PE-5	<b>Stream Cleanup Projects</b>	
	<p><b>BMP Description:</b> The City will establish procedures for recruiting volunteers, identifying public spaces, facilitating clean-up and documenting activities. Volunteers will be educated about water quality impacts.</p>	
<p><b>Responsible Department</b> GUS-Env.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b></p> <p>Public Comm GUS-Sys. Eng. Transportation Police-Code Parks Legal</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p><b>1</b></p>	<p>Identify creeks to target for cleanup efforts</p>
	<p><b>2</b></p>	<p>Identify volunteer groups to lead cleanup efforts Initiate coordination with groups</p>
	<p><b>3</b></p>	<p>Train volunteers, develop cleanup documentation procedures And start list of cleanup locations &amp; dates</p>
	<p><b>4</b></p>	<p>Continue list of cleanup locations &amp; dates</p>
<p><b>5</b></p>	<p>Continue list of cleanup locations &amp; dates</p>	


**PE-6 Tree Planting Program**

<p><b>PE-6</b></p>	<p><b>Tree Planting Program</b></p>											
		<p><b>BMP Description:</b>                  The City will continue to promote multiple tree planting events. Staff shall develop/acquire and provide supplemental materials to make the connection between tree planting and creek water quality.</p>										
<p><b>Responsible Department</b> Parks</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>										
<p><b>Supporting Departments</b>  Public Comm GUS Env. GUS-Sys. Eng. Transportation</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="521 1360 641 1453">1</td> <td data-bbox="641 1360 1456 1453">Report numbers of tree plantings and planting events dates</td> </tr> <tr> <td data-bbox="521 1453 641 1545">2</td> <td data-bbox="641 1453 1456 1545">Report numbers of tree plantings and planting events dates</td> </tr> <tr> <td data-bbox="521 1545 641 1638">3</td> <td data-bbox="641 1545 1456 1638">Support the creation of education and outreach materials. Report numbers of tree plantings and planting events /dates</td> </tr> <tr> <td data-bbox="521 1638 641 1730">4</td> <td data-bbox="641 1638 1456 1730">Report numbers of tree plantings and planting events/dates. Distribute education and outreach materials</td> </tr> <tr> <td data-bbox="521 1730 641 1831">5</td> <td data-bbox="641 1730 1456 1831">Report numbers of tree plantings and planting events/dates. Distribute education and outreach materials</td> </tr> </table>	1	Report numbers of tree plantings and planting events dates	2	Report numbers of tree plantings and planting events dates	3	Support the creation of education and outreach materials. Report numbers of tree plantings and planting events /dates	4	Report numbers of tree plantings and planting events/dates. Distribute education and outreach materials	5	Report numbers of tree plantings and planting events/dates. Distribute education and outreach materials
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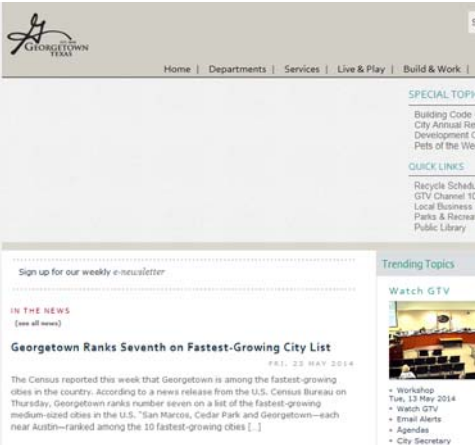
**PE-7 Attitude Survey**

PE-7	<b>Attitude Survey</b>	
		<p><b>BMP Description:</b> The City will create survey to be utilized for this permit term. Conduct initial survey and analyze responses. If warranted, revise outreach articles and materials in response to initial survey.</p>
<p><b>Responsible Department</b> Finance (Pub Comm)</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b>  none</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p><b>1</b></p>	<p>Identify topics to be covered in survey and develop survey questions</p>
	<p><b>2</b></p>	<p>Conduct initially survey, possibly through Georgetown biannual citizen survey</p>
	<p><b>3</b></p>	<p>Identify education and outreach approach revisions based on survey results and begin making revisions</p>
	<p><b>4</b></p>	<p>Continue education and outreach material revisions and distribute revised material</p>
	<p><b>5</b></p>	<p>Conduct follow-up survey and to evaluate success of outreach material revisions</p>

**PE-8 FOG Campaign**

<p><b>PE-8</b></p>	<p><b>FOG Campaign</b></p>	
 <p>The diagram illustrates the FOG problem. It shows a cross-section of a building labeled 'RESTAURANT' with a kitchen. A pipe leads from the kitchen to a 'SEWER MAINTENANCE HOLE' at 'STREET LEVEL'. Below the hole is a 'STORAGE OVERFLOW' tank. A 'STORM DRAIN' is also shown at street level. A green arrow indicates the flow of FOG from the restaurant, through the sewer hole, into the storage tank, and finally overflowing into the storm drain. A yellow arrow shows the flow of water from the storm drain into a sewer pipe below ground.</p>		<p><b>BMP Description:</b> The City will continue the FOG (Fats, Oil or Grease) campaign. Refine communication efforts to maximize citizen awareness.</p>
<p><b>Responsible Department</b> GUS-Util.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b>  Pub Comm GUS Env GUS Sys Eng</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
<p><b>1</b></p>		<p>Continue existing FOG campaign</p>
<p><b>2</b></p>		<p>Identify target audience and identify campaign improvements to better reach target audience</p>
<p><b>3</b></p>		<p>Update campaign materials as necessary to better reach target audience</p>
<p><b>4</b></p>		<p>Continue updated campaign</p>
<p><b>5</b></p>		<p>Continue updated campaign</p>

**PE-9 Public Access to SWMP**

<p><b>PE-9</b></p>	<p><b>Public Access to SWMP</b></p>	
	<p><b>BMP Description:</b></p> <p>The City will make the SWMP publically available online along with brief description of SWMP purpose and regulatory driver. Announce SWMP adoption through traditional or social media. Public notice regarding the planning and implementation activities related to developing and implementing the SWMP will comply with applicable state and local requirements.</p>	
<p><b>Responsible Department</b> GUS-Env.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b>  Police Fire</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p><b>1</b></p>	<p>Post SWMP on City website; provide any additional public notices necessary to meet State and local requirements</p>
	<p><b>2</b></p>	<p>Continue to provide online access to SWMP; provide any additional public notices necessary to meet State and local requirements</p>
	<p><b>3</b></p>	<p>Continue to provide online access to SWMP; provide any additional public notices necessary to meet State and local requirements</p>
	<p><b>4</b></p>	<p>Continue to provide online access to SWMP; provide any additional public notices necessary to meet State and local requirements</p>
	<p><b>5</b></p>	<p>Continue to provide online access to SWMP; provide any additional public notices necessary to meet State and local requirements</p>



## 5.0 MCM #2 - Illicit Discharge Detection and Elimination

The Illicit Discharge Detection and Elimination minimum control measure consists of BMPs that focus on the detection and elimination of illicit discharges into the City's MS4. An illicit discharge is defined as "a point source discharge of pollutants to a separate storm drain system which is not composed entirely of stormwater and not authorized by an NPDES permit." The BMPs describe development and update of storm sewer map; the legal authority mechanism (to the extent allowable under State or local law) which will be used to effectively prohibit illicit discharges; enforcement procedures and actions to ensure that the regulatory mechanism is implemented; and programs to detect and eliminate non-stormwater discharges from the City's MS4. BMPs also focus on education and training of public service employees, businesses, and the general public with regard to the hazards associated with illegal discharges and improper disposal of waste as described in the Public Education and Outreach minimum control measure. The City has developed a list of non-stormwater discharges that will not be considered illicit, see section 3.3, List of Allowable Non-Stormwater Discharges.

### 5.1 Regulatory Requirements

#### I. Program Development

Develop, implement and enforce a program to detect, investigate and eliminate illicit discharges into the small MS4. The SWMP must include a plan to detect and address non-stormwater discharges, including illegal dumping to the MS4 system. Elements must include:

- a. An up-to-date MS4 map (see Part III.B.2.(c)(1))
- b. Methods for informing and training MS4 field staff
- c. Procedures for tracing and removing the source of an illicit discharge

#### II. Allowable Non-Stormwater Discharges

Non-stormwater flows listed in Part II.C of the TPDES General Permit do not need to be considered by the MS4 operator as an illicit discharge requiring elimination unless the operator of the MS4 or the TCEQ identifies the flow as a significant source of pollutants to the MS4.

#### III. MS4 Mapping

Maintain an up-to-date MS4 map which must be located on site and available for review by the TCEQ. The MS4 map must show at a minimum the following information:

- a. The location of all small MS4 outfalls that are operated by the City and discharge into the waters of the U.S.
- b. The names and locations of all waters of the U.S. that receive discharges from the outfalls; and
- c. Priority areas identified under Part III.B.2.(e)(1) if applicable.

#### IV. Education and Training

Implement a method for informing or training all of the City field staff that may come into contact with or otherwise observe an illicit discharge or illicit connection to the small MS4 as part of their normal job responsibilities. Training program materials and attendance lists must be maintained on site and made available for review by the TCEQ.

#### V. Public Reporting of Illicit Discharges and Spills

To the extent feasible, publicize and facilitate public reporting of illicit discharges or water quality impacts associated with discharges into or from the small MS4. Provide a central contact point to receive reports, for example by including a phone number for complaints and spill reporting. Develop and maintain on site procedures for responding to and reporting illicit discharges and spills.

#### VI. Source Investigation and Elimination

Minimum Investigation Requirements – Upon becoming aware of an illicit discharge, conduct an investigation to identify and locate the source of such illicit discharge as soon as practicable. The investigation shall include:


- a. Prioritize the investigation of discharges based on their relative risk of pollution. For example sanitary sewage may be considered a high priority discharge.
- b. Report to the TCEQ immediately upon becoming aware of the occurrence of any illicit flows believed to be an immediate threat to human health or the environment.
- c. Track all investigations and document, at a minimum, the date(s) the illicit discharge was observed, the results of the investigation, any follow-up of the investigation and the date the investigation was closed.
- d. If the source of the illicit discharge extends outside the City's jurisdiction, notify the adjacent permitted MS4 operator or TCEQ's Field operations Support division in accordance with Part III.A.3.b
- e. If and when the source of the illicit discharge has been determined, immediately notify the responsible party of the problem, and require the responsible party to perform all necessary corrective actions to eliminate the illicit discharge.

#### VII. Inspections


Conduct inspections, as determined appropriate, in response to complaints, and conduct follow-up inspections as needed to ensure that corrective measures have been implemented by the responsible party.

5.2 Selected Best Management Practices


ID-1 Illicit Discharge Ordinance

ID-1	<b>Illicit Discharge Ordinance</b>	
	<p><b>BMP Description:</b> The City will review and revise, if needed, relevant ordinance(s) to provide authority to: prohibit illicit discharges and illicit connections, respond to and contain other releases, and prohibit dumping or disposal of materials other than stormwater.</p>	
<p><b>Responsible Department</b> GUS Util</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b>  Legal GUS Env</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	1	Review current ordinances and draft ordinance
	2	Adopt Ordinance
	3	Develop written enforcement procedures
	4	Enforce ordinance
	5	Enforce ordinance


**ID-2 Citizen Complaint Hotline**

ID-2	Citizen Complaint Hotline	
<p>See something suspicious? Call the...</p> <p><b>STORMWATER HOTLINE</b></p>  <p><b>5-STORMY</b></p>	<p><b>BMP Description:</b></p> <p>The City will develop written procedures for responding to illicit discharge complaints. Create and maintain a complaint hotline database. Begin investigations of complaints as they are received.</p>	
<p><b>Responsible Department</b> GUS Util</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b></p> <p>Police- Code</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p>1</p>	<p>Review current citizen complaint system</p>
	<p>2</p>	<p>Update citizen complaint system</p>
	<p>3</p>	<p>Newsletter, web page or press release and list of complaints</p>
	<p>4</p>	<p>Newsletter, web page or press release and list of complaints</p>
<p>5</p>	<p>Newsletter, web page or press release and list of complaints</p>	


**ID-3 Storm Drain and Outlet Mapping**

ID-3	<b>Storm Drain and Outlet Mapping</b>											
	<p><b>BMP Description:</b> The City will continue to update the City's storm drain map as needed with identification of new, altered, and newly discovered storm drain features.</p>											
<p><b>Responsible Department</b> GUS-Sys. Eng.</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>										
<p><b>Supporting Departments</b>  Transportation Planning</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="506 1171 625 1285">1</td> <td data-bbox="625 1171 1482 1285">Assess mapping needs and evaluate priority watersheds (related to salamander habitat)</td> </tr> <tr> <td data-bbox="506 1285 625 1398">2</td> <td data-bbox="625 1285 1482 1398">Map the Middle Fork San Gabriel River watershed</td> </tr> <tr> <td data-bbox="506 1398 625 1512">3</td> <td data-bbox="625 1398 1482 1512">Update system map; map the North Fork San Gabriel watershed</td> </tr> <tr> <td data-bbox="506 1512 625 1625">4</td> <td data-bbox="625 1512 1482 1625">Update system map; map the South Fork San Gabriel and Smith Branch watersheds</td> </tr> <tr> <td data-bbox="506 1625 625 1740">5</td> <td data-bbox="625 1625 1482 1740">Update system Map; map the Berry Creek watershed</td> </tr> </table>	1	Assess mapping needs and evaluate priority watersheds (related to salamander habitat)	2	Map the Middle Fork San Gabriel River watershed	3	Update system map; map the North Fork San Gabriel watershed	4	Update system map; map the South Fork San Gabriel and Smith Branch watersheds	5	Update system Map; map the Berry Creek watershed
1	Assess mapping needs and evaluate priority watersheds (related to salamander habitat)											
2	Map the Middle Fork San Gabriel River watershed											
3	Update system map; map the North Fork San Gabriel watershed											
4	Update system map; map the South Fork San Gabriel and Smith Branch watersheds											
5	Update system Map; map the Berry Creek watershed											


**ID-4 The Collection Station**

<b>ID-4</b>	<b>The Collection Station</b>											
	<p><b>BMP Description:</b>                  The City will continue operation and advertising of The Collection Station. Refine communication efforts to increase citizen participation in proper disposal. As the storm drain outfalls are mapped in ID-3, the City will also consider appropriateness and need of adding remote drop off locations (e.g. oil igloos) for used motor oil collection to encourage greater compliance.</p>											
<p><b>Responsible Department</b> GUS-Env.</p>	<p><b>Target Audience</b></p>	<p>Residents</p>										
<p><b>Supporting Departments</b>  Public Comm</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="506 974 625 1106">1</td> <td data-bbox="625 974 1481 1106">Continue program with quarterly reports</td> </tr> <tr> <td data-bbox="506 1106 625 1239">2</td> <td data-bbox="625 1106 1481 1239">Continue program with quarterly reports Assess need for additional oil collection alternatives in Middle Fork and San Gabriel River Watersheds</td> </tr> <tr> <td data-bbox="506 1239 625 1371">3</td> <td data-bbox="625 1239 1481 1371">Continue program with quarterly reports Assess need for additional oil collection alternatives in North Fork San Gabriel Watersheds</td> </tr> <tr> <td data-bbox="506 1371 625 1503">4</td> <td data-bbox="625 1371 1481 1503">Continue program with quarterly reports Assess need for additional oil collection alternatives in South Fork San Gabriel and Smith Branch Watersheds</td> </tr> <tr> <td data-bbox="506 1503 625 1629">5</td> <td data-bbox="625 1503 1481 1629">Continue program with quarterly reports Assess need for additional oil collection alternatives in Berry Creek Watershed</td> </tr> </table>	1	Continue program with quarterly reports	2	Continue program with quarterly reports Assess need for additional oil collection alternatives in Middle Fork and San Gabriel River Watersheds	3	Continue program with quarterly reports Assess need for additional oil collection alternatives in North Fork San Gabriel Watersheds	4	Continue program with quarterly reports Assess need for additional oil collection alternatives in South Fork San Gabriel and Smith Branch Watersheds	5	Continue program with quarterly reports Assess need for additional oil collection alternatives in Berry Creek Watershed
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5	Continue program with quarterly reports Assess need for additional oil collection alternatives in Berry Creek Watershed											

**ID-5 Staff IDDE Education**


<b>ID-5</b>	<b>Staff IDDE Education</b>	
	<p><b>BMP Description:</b> The City will provide education on elimination and detection for illicit discharge and dumping issues.</p>	
<p><b>Responsible Department</b> GUS Util</p>	<p><b>Target Audience</b></p>	<p>Public Service Employees</p>
<p><b>Supporting Departments</b>  Human Resources</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p><b>1</b></p>	<p>Develop training materials</p>
	<p><b>2</b></p>	<p>1 training per Department, list of attendees / dates</p>
	<p><b>3</b></p>	<p>1 training for new employees, list of attendees / dates</p>
	<p><b>4</b></p>	<p>1 training for new employees, list of attendees / dates</p>
<p><b>5</b></p>	<p>1 training for new employees, list of attendees / dates</p>	

**ID-6 Illicit Discharge Investigations**

ID-6	<b>Illicit Discharge Investigations</b>	
	<p><b>BMP Description:</b> The City will develop procedures to trace the source of an illicit discharge, eliminate the source, and conduct follow-up investigations after the illicit discharge has been eliminated.</p>	
<p><b>Responsible Department</b> GUS Util</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b>  Police-Code GUS Env</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p><b>1</b></p>	<p>List of investigation types and locations</p>
	<p><b>2</b></p>	<p>List of investigation types and locations</p>
	<p><b>3</b></p>	<p>List of investigation types and locations</p>
	<p><b>4</b></p>	<p>List of investigation types and locations</p>
<p><b>5</b></p>	<p>List of investigation types and locations</p>	



**ID-7 Sanitary Sewer System Cleaning**

<b>ID-7</b>	<b>Sanitary Sewer System Cleaning</b>		
	<p><b>BMP Description:</b> The City will continue to clean the sanitary sewer collection system</p>		
<p><b>Responsible Department</b> GUS Util</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>	
<p><b>Supporting Departments</b></p> <p>none</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>	
	<p>1</p>	<p>Clean 30,000 feet of sanitary sewer</p>	
	<p>2</p>	<p>Clean 30,000 feet of sanitary sewer</p>	
	<p>3</p>	<p>Clean 30,000 feet of sanitary sewer</p>	
	<p>4</p>	<p>Clean 30,000 feet of sanitary sewer</p>	
	<p>5</p>	<p>Clean 30,000 feet of sanitary sewer</p>	

## 6.0 MCM #3 - Construction Site Stormwater Runoff Control

The Construction Site Runoff minimum control measure consists of BMPs that focus on the reduction of pollutants in any stormwater runoff to the City's MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. The BMPs describe the legal authority mechanism (to the extent allowable under State or local law); procedures for site plan review and project acceptance; procedures for site inspection and enforcement; development of a list of appropriate erosion and sediment control BMPs; construction community education; citizen complaint hotline and construction site stormwater runoff employee training.


### 6.1 Regulatory Requirements

The MS4 operator, to the extent allowable under State and local law, must develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to the small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre or if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more of land. The MS4 operator is not required to develop, implement, and/or enforce a program to reduce pollutant discharges from sites where the construction site operator has obtained a waiver from permit requirements under NPDES or TPDES construction permitting requirements based on a low potential for erosion.


- I. The program must include the development and implementation of, at a minimum, an ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State and local law.
- II. Requirements for construction site contractors to, at a minimum:
  - (1) Implement appropriate erosion and sediment control BMPs; and
  - (2) Control waste such as discarded building materials, concrete truck washout water, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.
- III. The MS4 operator must develop procedures for:
  - (1) Site plan review which incorporate consideration of potential water quality impacts;
  - (2) Receipt and consideration of information submitted by the public;
  - (3) Site inspection and enforcement of control measures to the extent allowable under state and local law; and
  - (4) Maintaining an inventory of all active permitted public and private construction sites.

## 6.2 Selected Best Management Practices


### C-1 Staff Training

C-1	<b>Staff Training</b>	
		<p><b>BMP Description:</b> The City will develop and implement staff training for procedures, regulations and policies.</p>
<p><b>Responsible Department</b> GUS-Sys Eng.</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>
<p><b>Supporting Departments</b></p> <p>Transportation GUS Util GUS Env Planning Police-Code GUS Env</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p>1</p>	<p>Assess current inspection procedures to identify needs for training on TPDES construction general permit (CGP)</p>
	<p>2</p>	<p>Assess current inspection procedures to identify needs for training on TPDES construction general permit (CGP)</p>
	<p>3</p>	<p>Acquire, develop, or support the development of CGP training curriculum. Identify training frequency</p>
	<p>4</p>	<p>Identify staff requiring training. Begin staff training</p>
<p>5</p>	<p>Continue staff training at identified frequency</p>	

**C-2 Construction Plan Review and Permitting**

C-2	<b>Construction Plan Review and Permitting</b>	
	<p><b>BMP Description:</b> The City will document procedures for plan review. Review and refine plan review and permitting for all projects to add in compliance with the TPDES CGP.</p>	
<p><b>Responsible Department</b> GUS-Sys Eng.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>
<p><b>Supporting Departments</b></p> <p>Planning Transportation GUS Util</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p>1</p>	<p>Assess current plan, review procedures related to TPDES construction general permit (CGP) and identify areas requiring improvement</p>
	<p>2</p>	<p>Assess current plan, review procedures related to TPDES construction general permit (CGP) and identify areas requiring improvement</p>
	<p>3</p>	<p>Develop revised plan review procedures</p>
	<p>4</p>	<p>Begin implementing revised review procedures. Develop tracking system and inventory of active public and private construction sites</p>
<p>5</p>	<p>Continue implementing revised review procedures, implement tracking and inventory system</p>	

**C-3 Construction Site Inspection and Enforcement**

<b>C-3</b>	<b>Construction Site Inspection and Enforcement</b>											
	<p><b>BMP Description:</b>                  The City developed procedures for inspecting construction sites for erosion, sedimentation, and other sources of stormwater pollution. The City will document procedures for site inspection and enforcement. Review and update procedures for all projects to add in compliance with the TPDES CGP.</p>											
<p><b>Responsible Department</b>                  GUS-Sys Eng.</p>	<p><b>Target Audience</b></p>	<p>Residents, public service employees, businesses, commercial and industrial facilities</p>										
<p><b>Supporting Departments</b>                   Planning                  Transportation                  GUS Util                  Legal</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="506 978 625 1092">1</td> <td data-bbox="625 978 1481 1092">Assess inspection procedures related to compliance with TPDES construction general permit (CGP) Identify areas requiring improvement</td> </tr> <tr> <td data-bbox="506 1092 625 1205">2</td> <td data-bbox="625 1092 1481 1205">Assess inspection procedures related to compliance with TPDES construction general permit (CGP) Identify areas requiring improvement</td> </tr> <tr> <td data-bbox="506 1205 625 1318">3</td> <td data-bbox="625 1205 1481 1318">Develop revisions to inspection procedures. Include system for tracking stormwater inspections /complaints</td> </tr> <tr> <td data-bbox="506 1318 625 1432">4</td> <td data-bbox="625 1318 1481 1432">Begin implementing revised inspection procedures</td> </tr> <tr> <td data-bbox="506 1432 625 1545">5</td> <td data-bbox="625 1432 1481 1545">Continue implementing revised inspection procedures</td> </tr> </table>	1	Assess inspection procedures related to compliance with TPDES construction general permit (CGP) Identify areas requiring improvement	2	Assess inspection procedures related to compliance with TPDES construction general permit (CGP) Identify areas requiring improvement	3	Develop revisions to inspection procedures. Include system for tracking stormwater inspections /complaints	4	Begin implementing revised inspection procedures	5	Continue implementing revised inspection procedures
1	Assess inspection procedures related to compliance with TPDES construction general permit (CGP) Identify areas requiring improvement											
2	Assess inspection procedures related to compliance with TPDES construction general permit (CGP) Identify areas requiring improvement											
3	Develop revisions to inspection procedures. Include system for tracking stormwater inspections /complaints											
4	Begin implementing revised inspection procedures											
5	Continue implementing revised inspection procedures											

## **7.0 MCM #4 - Post-Construction Stormwater Management in New Development and Redevelopment**

The Post-Construction Stormwater Management minimum control measure consists of BMPs that focus on the prevention or minimization of water quality impacts from new development and redevelopment projects that disturb greater than or equal to one acre. The BMPs describe the legal authority mechanism (to the extent allowable under State or local law); plan review, project acceptance and site inspection procedures; permanent erosion and sediment control BMPs and long term operation and maintenance plan to address post construction runoff from new development and redevelopment projects.

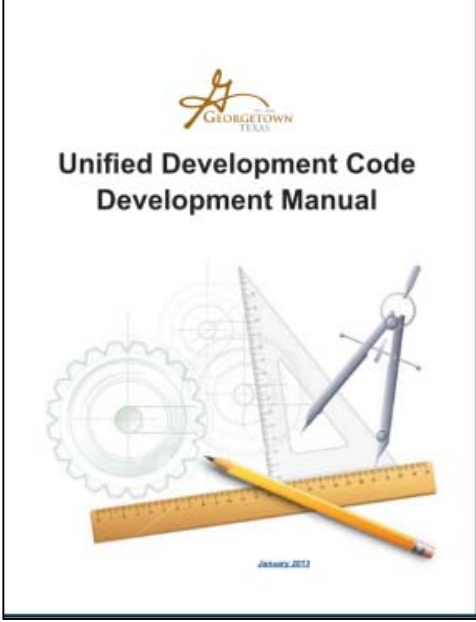
### **7.1 Regulatory Requirements**

To the extent allowable under State and local law, the MS4 operator must develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre of land, including projects less than one acre that are part of a larger common plan of development or sale that will result in disturbance of one or more acres, that discharge into the MS4. The program must ensure that controls are in place that would prevent or minimize water quality impacts. The MS4 Operator shall:


- I. Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for the community;
- II. Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State and local law; and
- III. Ensure adequate long-term operation and maintenance of BMPs.

7.2 Selected Best Management Practices

PC-1 Review of Permanent BMPs

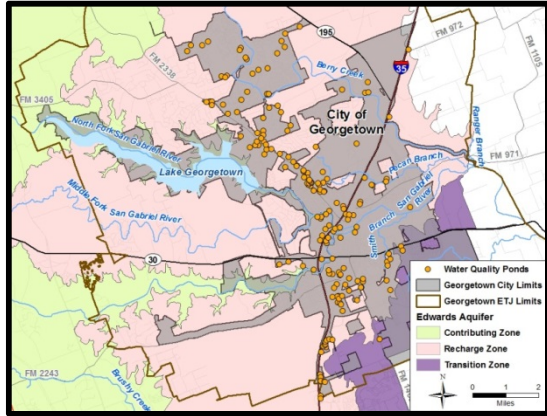
PC-1	Review of Permanent BMPs											
	<p><b>BMP Description:</b>                  The City will document procedures and standards for plan review. Conduct plan review for all new construction and redevelopment projects to ensure designs address permanent water quality measures in the most sensitive areas of the City (i.e. Edwards Aquifer Recharge Zone).</p>											
<p><b>Responsible Department</b>                  GUS-Sys Eng.</p>	<p><b>Target Audience</b></p>	<p>Commercial and industrial facilities, construction site personnel, businesses</p>										
<p><b>Supporting Departments</b>                   Transportation Planning</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="506 1255 625 1352">1</td> <td data-bbox="625 1255 1481 1352">Assess current plan and identify areas requiring improvement</td> </tr> <tr> <td data-bbox="506 1352 625 1446">2</td> <td data-bbox="625 1352 1481 1446">Develop revisions to plan review procedures based on assessment</td> </tr> <tr> <td data-bbox="506 1446 625 1541">3</td> <td data-bbox="625 1446 1481 1541">Develop system for tracking proposed permanent stormwater quality measures</td> </tr> <tr> <td data-bbox="506 1541 625 1635">4</td> <td data-bbox="625 1541 1481 1635">Continue implementing revised plan review procedures</td> </tr> <tr> <td data-bbox="506 1635 625 1728">5</td> <td data-bbox="625 1635 1481 1728">Continue implementing revised plan review procedures</td> </tr> </table>	1	Assess current plan and identify areas requiring improvement	2	Develop revisions to plan review procedures based on assessment	3	Develop system for tracking proposed permanent stormwater quality measures	4	Continue implementing revised plan review procedures	5	Continue implementing revised plan review procedures
1	Assess current plan and identify areas requiring improvement											
2	Develop revisions to plan review procedures based on assessment											
3	Develop system for tracking proposed permanent stormwater quality measures											
4	Continue implementing revised plan review procedures											
5	Continue implementing revised plan review procedures											

**PC-2 Detention and Pollutant Attenuation**


<b>PC-2</b>	<b>Detention and Pollutant Attenuation</b>	
	<p><b>BMP Description:</b> The City will refine and update procedures and regulations regarding detention and pollutant attenuation, as appropriate. Develop an adaptive management review process to ensure regular reevaluation and updating of these regulations based on new water quality information.</p>	
<p><b>Responsible Department</b> GUS-Sys Eng.</p>	<p><b>Target Audience</b></p>	<p>Commercial and industrial facilities, construction site personnel, businesses</p>
<p><b>Supporting Departments</b>  Transportation Planning Parks</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p>1</p>	<p>Review procedures and regulations to identify required improvements</p>
	<p>2</p>	<p>Review procedures and regulations to identify required improvements</p>
	<p>3</p>	<p>Refine and update regulations. Develop process for regular review and updating of procedures and regulations</p>
	<p>4</p>	<p>Begin implementing procedure regulation review and updating process</p>
<p>5</p>	<p>Continue implementing procedure regulation review and updating process</p>	



**PC-3 Long-Term Maintenance of PC BMPs**

PC-3		Long-Term Maintenance of PC BMPs	
		<p><b>BMP Description:</b></p> <p>The City will set up processes and procedures to ensure maintenance by initial owner and subsequent property owners by requiring developers to create a maintenance plan and require that plan be recorded in the Williamson County property records.</p>	
<p><b>Responsible Department</b> Planning</p>	<p><b>Target Audience</b></p>	<p>Commercial and industrial facilities, construction site personnel, businesses</p>	
<p><b>Supporting Departments</b></p> <p>GUS-Sys Eng. Transportation Legal</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>	
	<p>1</p>	<p>Assess existing ordinances and codes, determine if modifications are necessary to allow City to require owners to develop and implement maintenance plans</p>	
	<p>2</p>	<p>Assess existing ordinances and codes, determine if modifications are necessary to allow City to require owners to develop and implement maintenance plans</p>	
	<p>3</p>	<p>Develop or modify ordinances or code to allow City to require owners to develop and implement maintenance plans</p>	
	<p>4</p>	<p>Develop maintenance plan tracking procedures to verify that maintenance plans have been prepared and recorded</p>	
<p>5</p>	<p>Begin implementing maintenance plan tracking procedures</p>		

**PC-4 Post-Construction Stormwater Management Ordinance**

PC-4	<b>Post-Construction Stormwater Management Ordinance</b>	
	<p><b>BMP Description:</b></p> <p>The City will require compliance with Edwards Aquifer Recharge Zone rules for owners and operators of new development and redevelopment sites. The City will require that operation and maintenance is performed and documented and that documentation is retained by O&amp;M entity. The City will develop a legal authority to address post construction stormwater management of development and re-development construction projects.</p> <p>The City will develop a list of items that need to be incorporated in the regulations and enforcement procedures including a long term operation and maintenance ordinance for permanent erosion and sediment control BMPs; inspection measures for permanent BMPs, and enforcement actions for noncompliance to the ordinance. The post construction stormwater management legal authority will provide the City with the required authority to enforce long term operation and maintenance of permanent erosion and sediment control BMPs.</p>	
<p><b>Responsible Department</b> GUS Util</p>	<p><b>Target Audience</b></p>	<p>Commercial and industrial facilities, construction site personnel, businesses</p>
<p><b>Supporting Departments</b></p> <p>GUS-Sys Eng. Transportation Legal</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <p>1 Assess existing ordinances and development code to determine whether modifications are necessary to allow City to require owners to perform and document maintenance</p> <p>2 Develop or modify ordinances or code to allow City to require owners to perform and document maintenance</p> <p>3 Develop procedures to review maintenance records</p> <p>4 Begin implementing maintenance record review procedures</p> <p>5 Continue implementing maintenance record review procedures</p>

## 8.0 MCM #5 - Pollution Prevention/Good Housekeeping for Municipal Operations

The Pollution Prevention/Good Housekeeping minimum control measure consists of BMPs that focus on training and on the prevention or reduction of pollutant runoff from municipal operations. Municipal operations that are subject to operation and maintenance programs include park and open space maintenance, street and road maintenance, fleet and building maintenance, stormwater system maintenance, new construction and land disturbances, municipal parking lots, vehicle and equipment maintenance and storage yards, waste transfer stations and salt/sand storage locations. The BMPs describe the specific maintenance activities, schedules and long term inspection procedures for controls to reduce floatables and other pollutants from municipal operations; employee training program to prevent and reduce stormwater pollution from municipal operations; procedures for the proper disposal of waste removed from the MS4; structural control maintenance programs and developing a list of the municipally-owned industrial facilities which require other stormwater discharge permits.

### 8.1 Regulatory Requirements

A section within the SWMP must be developed to establish an operation and maintenance program, including an employee training component that has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

#### I. Good Housekeeping and Best Management Practices (BMPs)

Housekeeping measures and BMPs (which may include new or existing structural and non-structural controls) must be identified and either continued or implemented with the goal of preventing or reducing pollutant runoff from municipal operations. Examples of municipal operations and municipally owned areas include, but are not limited to:

- (1) park and open space maintenance;
- (2) street, road, or highway maintenance;
- (3) fleet and building maintenance;
- (4) stormwater system maintenance;
- (5) new construction and land disturbances.
- (6) municipal parking lots;
- (7) vehicle and equipment maintenance and storage yards;
- (8) waste transfer stations; and
- (9) salt/sand storage locations.

#### II. Training

A training program must be developed for all employees responsible for municipal operations subject to the pollution prevention/good housekeeping program. The training program must include training materials directed at preventing and reducing stormwater pollution from municipal operations. Materials may be developed, or obtained from the EPA, states, or other organizations and sources. Examples or descriptions of training materials being used must be included in the SWMP.

#### III. Structural Control Maintenance

If BMPs include structural controls, maintenance of the controls must be performed at a frequency determined by the MS4 operator and consistent with maintaining the effectiveness of

the BMP. The SWMP must list all of the following:

- (1) maintenance activities;
- (2) maintenance schedules; and
- (3) long-term inspection procedures for controls used to reduce floatables and other pollutants.

IV. Disposal of Waste

Waste removed from the MS4 and waste that is collected as a result of maintenance of stormwater structural controls must be properly disposed. A section within the SWMP must be developed to include procedures for the proper disposal of waste, including:

- (1) dredge spoil;
- (2) accumulated sediments; and
- (3) floatables.

V. Municipal Operations and Industrial Activities

The SWMP must include a list of all:

- (1) municipal operations that are subject to the operation, maintenance, or training program developed under the conditions of this section; and
- (2) municipally owned or operated industrial activities that are subject to TPDES stormwater regulations.

VI. Storm Sewer Operation and Maintenance Activities

- (1) storm sewer system cleaning; and
- (2) identification and prioritization of problem areas for increased inspection.

VII. Program to Reduce Pollutant discharge from Roads

- (1) street sweeping and cleaning.

VIII. Mapping of permittee-owned and operated facilities

IX. Facility Assessments for Pollutant Discharge Potential

- (1) identification of high priority facilities; and
- (2) documentation of assessment results.

X. Facility Specific SOPs

- (1) SOPs for high priority facilities to be available to TCEQ, kept on site when possible, and updated as necessary.

XI. Stormwater Controls for High Priority Facilities

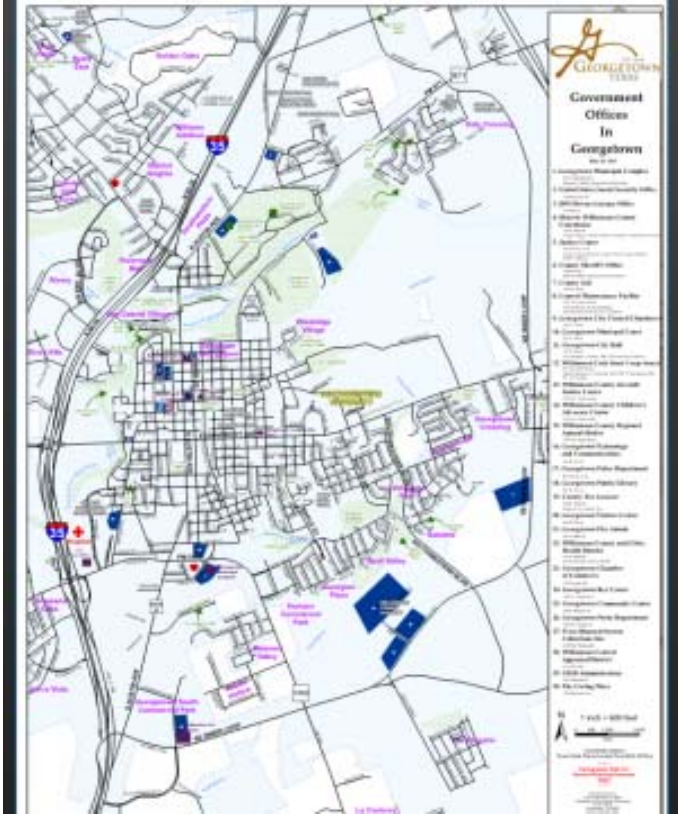
- (1) provide shelter for exposed material with pollutant potential;
- (2) spill prevention and control SOP's for vehicle fueling and maintenance activities; and
- (3) SOPs for vehicle washing activities.

XII. Inspections

- (1) Inspection program for high priority permittee-owned facilities.

## 8.2 Selected Best Management Practices


### GH-1 Permittee-Owned Facilities and Control Inventory

GH-1		Permittee-Owned Facilities and Control Inventory	
		<p><b>BMP Description:</b> The City will update the City's maps to include City owned facilities and controls.</p>	
<p><b>Responsible Department</b> Planning</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>	
<p><b>Supporting Departments</b>  GUS Sys. Eng. GUS – UTIL Transportation Police-Code Parks</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>	
	<p>1</p>	<p>Review completeness of current mapping of City owned facilities and stormwater controls</p>	
	<p>2</p>	<p>Acquire additional data needed. Develop procedures for updating</p>	
	<p>3</p>	<p>Maintain/update database and maps</p>	
	<p>4</p>	<p>Maintain/update database and maps</p>	
<p>5</p>	<p>Maintain/update database and maps</p>		

**GH-2 Staff Training and Reporting**

GH-2	<b>Staff Training and Reporting</b>											
		<p><b>BMP Description:</b> The City will develop and implement staff training for procedures, regulations and policies.</p>										
<p><b>Responsible Department</b> Transportation</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>										
<p><b>Supporting Departments</b>  GUS Sys. Eng. Human Resources</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="506 1283 626 1381">1</td> <td data-bbox="626 1283 1481 1381">Continue current training programs</td> </tr> <tr> <td data-bbox="506 1381 626 1480">2</td> <td data-bbox="626 1381 1481 1480">Identify departments and staff requiring stormwater training</td> </tr> <tr> <td data-bbox="506 1480 626 1579">3</td> <td data-bbox="626 1480 1481 1579">Acquire, develop, or support the development of training curriculum</td> </tr> <tr> <td data-bbox="506 1579 626 1677">4</td> <td data-bbox="626 1579 1481 1677">1 training for new employees, list of attendees / dates</td> </tr> <tr> <td data-bbox="506 1677 626 1755">5</td> <td data-bbox="626 1677 1481 1755">1 training for new employees, list of attendees / dates</td> </tr> </table>	1	Continue current training programs	2	Identify departments and staff requiring stormwater training	3	Acquire, develop, or support the development of training curriculum	4	1 training for new employees, list of attendees / dates	5	1 training for new employees, list of attendees / dates
1	Continue current training programs											
2	Identify departments and staff requiring stormwater training											
3	Acquire, develop, or support the development of training curriculum											
4	1 training for new employees, list of attendees / dates											
5	1 training for new employees, list of attendees / dates											


**GH-3 Contractor Oversight**

<b>GH-3</b>		<b>Contractor Oversight</b>	
		<p><b>BMP Description:</b> The City will Develop standard contract language and ensure all appropriate future contracts and updates contain language requiring contractor compliance.</p>	
<p><b>Responsible Department</b> Transportation</p>		<p><b>Target Audience</b> Public service employees</p>	
<p><b>Supporting Departments</b>  GUS Sys. Eng. Finance</p>		<b>Year</b>	<b>Measurable Goal</b>
		1	Review existing standard contract language related to minimizing stormwater pollutants
		2	Incorporate standard pollution control requirements into standard contract
		3	Require use of revised standard contract
		4	Require use of revised standard contract
		5	Require use of revised standard contract








**GH-5 Inlet Drain and Structure Cleaning**

GH-5	<b>Inlet Drain and Structure Cleaning</b>											
		<p><b>BMP Description:</b></p> <p>The City will continue system cleaning, develop a list of potential problem areas and prioritize problem areas for increased inspection (for example, areas with recurrent illegal dumping). The City will ensure cleaning procedures include proper disposal of waste.</p>										
<p><b>Responsible Department</b> GUS-Sys. Eng.</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>										
<p><b>Supporting Departments</b>  Transportation GUS- Env.</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <table border="1"> <tr> <td data-bbox="506 1310 626 1402">1</td> <td data-bbox="626 1310 1469 1402">Continue cleaning activities</td> </tr> <tr> <td data-bbox="506 1402 626 1495">2</td> <td data-bbox="626 1402 1469 1495">Continue cleaning activities. Identify problem areas and develop prioritized list. Develop tracking system</td> </tr> <tr> <td data-bbox="506 1495 626 1587">3</td> <td data-bbox="626 1495 1469 1587">Annual reports on cleaning activities, meet inlet and culvert goals</td> </tr> <tr> <td data-bbox="506 1587 626 1680">4</td> <td data-bbox="626 1587 1469 1680">Annual reports on cleaning activities, meet inlet and culvert goals</td> </tr> <tr> <td data-bbox="506 1680 626 1782">5</td> <td data-bbox="626 1680 1469 1782">Annual reports on cleaning activities, meet inlet and culvert goals</td> </tr> </table>	1	Continue cleaning activities	2	Continue cleaning activities. Identify problem areas and develop prioritized list. Develop tracking system	3	Annual reports on cleaning activities, meet inlet and culvert goals	4	Annual reports on cleaning activities, meet inlet and culvert goals	5	Annual reports on cleaning activities, meet inlet and culvert goals
1	Continue cleaning activities											
2	Continue cleaning activities. Identify problem areas and develop prioritized list. Develop tracking system											
3	Annual reports on cleaning activities, meet inlet and culvert goals											
4	Annual reports on cleaning activities, meet inlet and culvert goals											
5	Annual reports on cleaning activities, meet inlet and culvert goals											


**GH-6 Facility Assessments and SOPs**

<b>GH-6</b>		<b>Facility Assessments and SOPs</b>	
 		<p><b>BMP Description:</b></p> <p>The City will assess City owned facilities to determine which ones have a high potential to release pollutants. The City will prepare Standard Operating Procedures (SOPs) specific to each identified high priority facility. The City will ensure SOPs address removal and proper disposal of waste.</p>	
<p><b>Responsible Department</b> GUS-Sys. Eng.</p>		<p><b>Target Audience</b> Public service employees</p>	
<p><b>Supporting Departments</b> Transportation GUS- Env.</p>		<b>Year</b>	<b>Measurable Goal</b>
		1	Assess 3 facilities
		2	Prepare SOP for Parks Administration/Animal Shelter
		3	Prepare SOP for Recreation Center and Pools
		4	Prepare SOP for Municipal Complex
		5	None


**GH-7 Licensed Applicators**

GH-7	<b>Licensed Applicators</b>	
		<p><b>BMP Description:</b> To reduce water quality impacts from fertilizers and pesticides, maintain licensed applicators by the Texas Department of Agriculture with annual training and certification on proper storage and application techniques.</p>
<p><b>Responsible Department</b> Parks</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>
<p><b>Supporting Departments</b>  Police Fire</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p> <p>1 Copies of licenses</p> <p>2 Copies of license renewals for annual report</p> <p>3 Copies of license renewals for annual report</p> <p>4 Copies of license renewals for annual report</p> <p>5 Copies of license renewals for annual report</p>


**GH-8 Municipal Complex Improvements**

GH-8	<b>Municipal Complex Improvements</b>	
		<p><b>BMP Description:</b> Based on initial assessment of City-owned facilities, the City will install improvements at the Municipal Complex Facility.</p>
<p><b>Responsible Department</b> GUS-Sys. Eng.</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>
<p><b>Supporting Departments</b>  Transportation GUS- Env.</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	1	Install speed bump around fleet vehicle car wash
	2	None
	3	None
	4	Install asphalt speed bump downstream of transformer storage area
	5	Provide cover over scrap metal storage

**GH-9 Parks Facility Improvements**

GH-9	<b>Parks Facility Improvements</b>	
		<p><b>BMP Description:</b> Based on initial assessment of City-owned facilities, the City will install improvements at the Parks Administration complex.</p>
<p><b>Responsible Department</b> Parks</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>
<p><b>Supporting Departments</b>  Finance-Facilities GUS- Env.</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
1		Install containment around soil, mulch and crushed granite storage area
2		None
3		None
4		None
5		Evaluate adoption of Integrated Pest Control techniques

**GH-10 Pool Facility Improvements**

<b>GH-10</b>	<b>Pool Facility Improvements</b>	
		<p><b>BMP Description:</b> Based on initial assessment of City-owned facilities, the City will install improvements at various pool facilities.</p>
<p><b>Responsible Department</b> GUS-Sys. Eng.</p>	<p><b>Target Audience</b></p>	<p>Public service employees</p>
<p><b>Supporting Departments</b></p> <p>Parks GUS- Env. Finance</p>	<p><b>Year</b></p>	<p><b>Measurable Goal</b></p>
	<p>1</p>	<p>Switch from hypochlorite to PPB tabs at pools</p>
	<p>2</p>	<p>Install overhead cover over equipment at Recreation Center</p>
	<p>3</p>	<p>Install overhead cover over equipment at River Ridge Pool</p>
	<p>4</p>	<p>Install overhead cover over equipment at the Village Pool</p>
<p>5</p>	<p>Install overhead cover over equipment at Williams Pool</p>	

## **9.0 MCM #7 - Authorization for Municipal Construction Activities**

The City has chosen not to develop the Authorization for Municipal Construction Activities, the optional seventh minimum control measure.

## **10.0 Record Keeping and Reporting**

The City will keep records and follow reporting procedures in compliance with the TPDES General Permit. The record keeping and reporting will allow the City to evaluate the implementation of the SWMP. In the first year of the program, the City will develop a report format to follow when completing and submitting their annual report to the TCEQ.

### **10.1 Record Keeping**

The City will retain the following documents for the permit period of five years to comply with the General Permit requirements:

1. Copy of the TPDES General Permit TXR040000.
2. Records of all data used to complete the NOI.
3. Any Notice of Changes (NOC's).
4. City's SWMP retained at a location accessible by TCEQ.
5. Copy of each annual report.
6. Any correspondence with TCEQ.

The original files will be kept at the Georgetown Municipal Complex building (300-1 Industrial Ave, Georgetown, TX 78627). The City will make the NOI and SWMP available to the public if requested to do so in writing. All other records will be provided in accordance with the Texas Public Information Act and Freedom of Information Act. See the General Permit for additional record keeping requirements.



## 10.2 Reporting

### 10.2.1 General Reporting Requirements

The City will report any noncompliance, which may endanger human health or safety, or the environment to the TCEQ. Within 24 hours of becoming aware of each noncompliance, an oral or fax notification will be sent to the TCEQ regional office. Within five days of becoming aware of each noncompliance, a written report will be sent to the TCEQ Regional office and to the TCEQ Enforcement Division (MC-224). The Written report will contain the following:

1. a description of the noncompliance and its cause;
2. the potential danger to human health or safety, or the environment;
3. the period of the noncompliance, including exact dates and times;
4. if the noncompliance has not been corrected, the anticipated time it is expected to continue; and
5. steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance, and to mitigate its adverse effects.

If the City becomes aware that it submitted incorrect information or failed to submit complete and accurate information in any of the reports, records, NOI, NOT or NOC, then the City will promptly correct facts and send notification or information to the TCEQ executive director.

### 10.2.2 Annual Report

The City will submit a concise annual report to the TCEQ Executive Director within 90 days of the end of each permit year. The City will keep a copy of the annual report in the original files at the Administration Building, which will be readily available for review by authorized TCEQ personnel upon request. An annual report will be prepared whether or not the NOI and SWMP have been approved by the TCEQ. If the City has not received approval of the NOI and SWMP, then this information will be included in the report.

The annual report will include the following:

- (a) The status of the compliance with permit conditions, an assessment of the appropriateness of the identified BMPs, progress towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable (MEP), the measurable goals for each of the MCM's, and an evaluation of the success of the implementation of the measurable goals;
- (b) The status of any additional control measures implemented by the City;
- (c) Any MCM activities initiated before permit issuance may be included, under appropriate headings, as part of the first year's annual report;

- (d) A summary of the results of information (including monitoring data) collected and analyzed, if any, during the reporting period used to assess the success of the program at reducing the discharge of pollutants to the MEP;
- (e) A summary of the stormwater activities the City is planning to undertake during the next reporting cycle;
- (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 have occurred within the jurisdiction of the City (as given notice to the City by the construction operator);
- (i) An Indication if any requirements of the permit is being satisfied by another government agency;
- (j) A signature and certification by the City that the annual report is in accordance with 30 TAC §305.128.

The annual report will be submitted to the following address (with a copy to the TCEQ Regional Office):

Texas Commission on Environmental Quality  
Stormwater & Pretreatment Team; MC – 148  
P.O. Box 13087  
Austin, Texas 78711-3087  
**Or electronically at [www.tceq.state.tx.us](http://www.tceq.state.tx.us)**