

# Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

## A. General Information

Authorization Number: TXR040201

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

Annual Reporting Year Option Selected by MS4:

Calendar Year: 2020

Permit Year: \_\_\_\_\_

Fiscal Year: \_\_\_\_\_ Last day of fiscal year: (\_\_\_\_)

Reporting period beginning date: (month/date/year) 1/1/2020

Reporting period end date: (month/date/year) 12/31/2020

MS4 Operator Level: 2 Name of MS4: City of Copperas Cove

Contact Name: Ronnie Jackson Telephone Number: 254-547-2168

Mailing Address: 1601 N. 1<sup>st</sup> Street, Copperas Cove, TX 76522

E-mail Address: rjackson@copperascovetx.gov

A copy of the annual report was submitted to the TCEQ Region: YES

Region the annual report was submitted to: TCEQ Region 9 (Waco)

## B. Status of Compliance with the MS4 GP and SWMP

1. Provide information on the status of complying with permit conditions:  
(TXR040000 Part IV.B.2)

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		

Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report.	X		

2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below to meet this requirement (**see Example 1 in instructions**):

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)</b>
1: Public Education, Outreach and Involvement	3.4.1: Social Media: Update social media about storm water quality.	Yes; the City issued 12 public updates (stormwater flyers, web updates, clean-up and recycling event notices, etc.) via social media and received in excess of 1000 views/likes on the City's Facebook page. Public outreach, education and involvement will continue to raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.2: Stormwater Webpage on City's Website.	Yes; the City updated its stormwater webpage 13 times, including placing 7 educational resources on the site and a copy of this annual report will be posted on the City's webpage upon approval by the TCEQ (and views tracked). Public outreach and education will continue to raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.3: Stormwater Marking Program: Mark curb inlets and other drainage infrastructure.	Yes, the City placed 72 inlet markers and compared amount to new construction sites. Public outreach and education will raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.4: Provide Stormwater information at Public Library and Schools.	Yes, the City distributed materials to the Public library and Schools; 290 over the course of the reporting period. Public outreach and education will raise awareness and reduce pollutants.

1: Public Education, Outreach and Involvement	3.4.5: Issue City stormwater proclamation; post at City Hall and on City's stormwater website.	Yes, the City issued 1 proclamation and posted the proclamation on the City's website. Public education, outreach and involvement will raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.6: Develop and Distribute stormwater related brochures to residents and businesses	Yes, the City developed 2 brochures and distributed 3653 of stormwater related brochures. Public outreach and education will raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.7: Public Meetings  Unnumbered: Comply with State Public Notification Guidelines	Yes, the City did not hold Public Meeting due to COVID 19.  Public education, outreach and involvement will raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.8: Keep Copperas Cove Beautiful (KCCB) Cleanup Programs	Yes, the City's KCCB conducted 3 cleanup programs that drew 289 participants and resulted in the collection of 2,380 lbs. of garbage collection. Public outreach and involvement will raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.9: Business Inspections/Outreach	Yes, the City contacted 62 businesses to discuss the City's MS4 program and distribute pamphlets and conduct inspections. Public education and outreach will raise awareness and reduce pollutants.
1: Public Education, Outreach and Involvement	3.4.10: Outreach to Areas of Concern	*Year 3-5 Requirement  Yes, the City developed two door hangers (pamphlets) and distributed the same directly to 3007 residences which represents (6%) of the City's residents. Public education and outreach will raise awareness and reduce pollutants.

1: Public Education, Outreach and Involvement	3.4.11: Outreach to schools.	* Year 3-5 Requirement  Yes, the City completed 3 presentations and will continue to conduct presentations at local schools and document attendees. Public education, outreach and involvement will raise awareness and reduce pollutants.
2: Illicit Discharge Detection and Elimination	4.4.1: Spill Response	Yes, the City conducted 9 training classes with Fire Department personnel relating to MS4 and spill response best practices. Ongoing training and education will raise situational awareness, effectuate effective responses and reduce pollutants.
2: Illicit Discharge Detection and Elimination	4.4.2: Sanitary Sewer Overflow (SSO) Response Plan	Yes, the City has documented all SSOs and corrective actions taken, and reported the same as required and in accordance with TCEQ regulations governing operating the City's sewer collection system. Ongoing tracking and effective response will continue to effectuate pollutant reduction in the MS4.
2: Illicit Discharge Detection and Elimination	4.4.3: Building Plan Review Process	Yes, regularly participated in the City's building plan review process to identify illicit connections during the same, which will eliminate the possibility of the introduction of additional pollutants into the MS4.
2: Illicit Discharge Detection and Elimination	4.4.4: Storm Sewer Mapping	Yes, the City verified the location of 697 stormwater inlet boxes via GPS location representing approximately 100% of the City's new and existing system. Increased familiarity with the City's MS4 system through mapping its components will lead to enhanced ability to identify and eliminate sources of pollutants.
2: Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program	Yes, the City reviewed its Illicit Discharge Detection Program Ordinance and documented changes; recorded enforcement actions taken under the Ordinance; and compared results with prior years. Effective regulations and enforcement will lead to decreased pollutants within the City's MS4.
2: Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program	Yes, the City conducted 68 drainage segment inspections and 102 neighborhood inspections and documented subsequent investigations of illicit discharges and illegal dumpings discovered. Effective screening, inspection and enforcement will continue to lead to decreased pollutants within the City's MS4.

2: Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program	Yes, the City recorded all occurrences of illicit discharges and illegal dumping discovered, noting corrective actions taken. Effective screening, inspection and enforcement will continue to lead to decreased pollutants within the City's MS4.
2: Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program	Yes, illicit discharge and illegal dumping complaint form was developed and posted on the City's website. Effective reporting opportunities by the general public will enhance screening, inspection and enforcement processes.
2: Illicit Discharge Detection and Elimination	4.4.6: Field Staff Training	Yes, conducted 9 training opportunities for City staff with a total attendance of 73 employees and documented the same. Increased education and awareness of City staff will enhance effective screening, inspection and enforcement leading to a decrease in pollutants in the City's MS4.
2: Illicit Discharge Detection and Elimination	4.4.7: On-Site Sewage Disposal	Yes, the City's MS4 Technician has completed the required self-training relating to On-Site Sewage Facilities and evaluated complaints received regarding same. Ongoing training and inspection of OSSF's will reduce the level of pollutants in the City's MS4 system.
2: Illicit Discharge Detection and Elimination	4.4.8: Public Reporting of Illicit Discharges and Spills	Yes, the City has recorded all illicit discharges and spills encountered and updated its database information with the same. Ongoing tracking of discharges and spills will lead to effective MS4 management and pollution reduction.
2: Illicit Discharge Detection and Elimination	4.4.9: Illicit Discharge Ordinance	Yes, the City recorded all violations of the Illicit Discharge ordinance and compared with prior years to assess effectiveness. Ongoing evaluation of ordinance effectiveness will ensure effective regulation leading to a reduction in pollutants in the City's MS4.
2: Illicit Discharge Detection and Elimination	4.4.10: Recycling Program	Yes, the City continued to publicize the City's operating recycling program through the collection of approximately 622.29 tons of recyclables. Removing materials from the waste stream will decrease littering and pollutants from entering the MS4.

2: Illicit Discharge Detection and Elimination	4.4.11: Drainage Maintenance Inspection	Yes, the City completed 1,447 drainage way maintenance activities and inspections. Ongoing maintenance activities will ensure the detection of illicit discharges and proper functioning of the City's MS4 system.
3: Construction Site Stormwater Runoff Control	5.3.1: Site Development Plan Reviews	Yes, the City notified 7 land developers regarding Construction site stormwater regulations. Ongoing education, involvement and awareness will lead to a reduction in the pollutants in the City's MS4 system.
3: Construction Site Stormwater Runoff	5.3.1: Site Development Plan Reviews	Yes, the City's Engineer, MS4 technician and/or Planning Department evaluated and recorded all development and land-disturbing activities requiring erosion and sediment control plans. Ongoing review, evaluation and permitting will ensure appropriate sediment control and reduction of pollutants in the City's MS4 system.
3: Construction Site Stormwater Runoff	5.3.1: Site Development Plan Reviews	Yes, the City's Engineer, MS4 technician and/or Planning Department evaluated and recorded all development and land-disturbing activities requiring compliance with the City's floodplain protection ordinance. Ongoing review, evaluation and permitting will ensure appropriate floodplain preservation and reduction of pollutants in the City's MS4 system.
3: Construction Site Stormwater Runoff	5.3.2: Conduct construction site inspections	Yes, City staff reviewed and updated construction site inspection procedures and inspection forms twice. Ongoing evaluation of inspection procedures will ensure effective observation leading to a reduction in pollutants in the City's MS4.
3: Construction Site Stormwater Runoff	5.3.2: Conduct construction site inspections	Yes, City staff inspected a total of 63 construction sites (5 re-inspections) and compared this number to the number of land disturbance permits issued. Ongoing inspection and verification of compliance with other City regulations will reduce pollutants in the City's MS4.
3: Construction Site Stormwater Runoff	5.3.2: Conduct construction site inspections	Yes, City staff resolved all non-compliance issues in accordance with City regulations and in a timely manner during the reporting period. Effective and consistent enforcement will reduce the amount of pollutants in the City's MS4.

3: Construction Site Stormwater Runoff	5.3.2: Conduct construction site inspections	Yes, City staff solicited input from the public regarding updated procedures and no submittals were received. Ongoing involvement and awareness will lead to a reduction in the pollutants in the City's MS4 system.
3: Construction Site Stormwater Runoff	5.3.3: Construction Site Waste Control Ordinance	Yes, the City, through inspection activities, continued to enforce proper management of waste at construction sites and recorded all violations. Effective and consistent enforcement will reduce the amount of pollutants in the City's MS4.
3: Construction Site Stormwater Runoff	5.3.4: Construction Site Runoff Control Ordinance	Yes, City staff has continued to inspect construction sites to identify illicit discharges, record 100% of the violations, and compare to previous years. Effective and consistent enforcement will reduce the amount of pollutants in the City's MS4.
3: Construction Site Stormwater Runoff	5.3.5: MS4 Staff Training	Yes, City staff compiled a list of courses, presenters and training materials and documented training provided to 73. Ongoing training activities will lead to enhanced knowledge and effectiveness of City staff to identify, assess and eliminate illicit discharges and their sources thereby reducing pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.1: System Inspections	Yes, City staff evaluated and revised all inspection forms twice to ensure continued compliance with the ordinance and general permit. Periodic procedural evaluations will ensure effective and consistent enforcement, which will reduce the amount of pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.1: System Inspections	Yes, the City conducted dry and wet weather screenings on post-construction control measures and drainage segments and completed 68 screenings, resulting in the detection of 0 violations and 0 subsequent investigations. Effective and consistent inspection and enforcement will reduce the amount of pollutants in the City's MS4.

4: Post Construction Stormwater Management	6.3.2: Post construction ordinance	Yes, the City evaluated its post-construction ordinance and is in the process of evaluating its subdivision ordinance, which includes drainage design criteria. Periodic ordinance evaluation will ensure effective and consistent enforcement, which will reduce the amount of pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.2: Post construction ordinance	Yes, the City continued implementing its post-construction ordinance through ongoing education, inspection and enforcement efforts and documented the same. Effective and consistent enforcement will reduce the amount of pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.3: Post construction development review procedures	Yes, the City evaluated and documented the ongoing subdivision ordinance review and revision process, which included evaluation of the drainage criteria manual. Periodic ordinance evaluation will ensure effective and consistent enforcement, which will reduce the amount of pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.3: Post construction development review procedures	Yes, the City continued to enforce post-construction stormwater quality requirements, including maintaining records of enforcement actions taken. Effective and consistent enforcement will reduce the amount of pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.4: Long-term operation and maintenance program	Yes, the City evaluated existing development plans and procedures to ensure long-term maintenance of structural controls and completed 30 of non-public structural control inspections. Periodic procedural evaluations will ensure effective and consistent enforcement, which will reduce the amount of pollutants in the City's MS4.
4: Post Construction Stormwater Management	6.3.4: Long-term operation and maintenance program	Yes, the City continued to implement its MS4 maintenance program and completed 1,449 maintenance activities during the reporting period. Effective and consistent maintenance of the MS4 directly reduces the amount of pollutants in the City's MS4.



4: Post Construction Stormwater Management	6.3.4: Long term operation and maintenance program	Yes, the City continues to enforce long-term operation and maintenance program requirements, including documenting enforcement actions taken. Effective and consistent enforcement will reduce the amount of pollutants in the City's MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.1: Staff Training.	Yes, the City provided annual pollution prevention and good housekeeping training on 7 separate occasions. Ongoing training activities will lead to enhanced knowledge and effectiveness of City staff to prevent the introduction of pollutants into the City's MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.2: Safe Material Storage (and Disposal of Waste Material)	Yes, City staff continued to evaluate, update and implement storage/waste disposal program, including conducting 18 storage area inspections. Effective internal inspection procedures lead to safe and proper disposal of waste materials and prevent those materials from entry into the City's MS4 system.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.3: Permittee-owned Facilities and Control Inventory	Yes, City staff continued to identify, maintain, record and report facilities and stormwater controls owned and operated by the City. Effective and consistent identification and maintenance of the MS4 directly reduces the amount of pollutants in the City's MS4 and also ensures continued functionality.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities	Yes, the City continued to update its municipal operations and facility survey, including recording the number of facilities surveyed 18 that resulted in a 57% of all its facilities being surveyed during the reporting period. Effective and consistent identification and maintenance of facilities and operations that affect the MS4 directly reduces the amount of pollutants in the City's MS4 and also ensures continued functionality.

5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities	Yes, the City continues to evaluate the necessity of revising policies and procedures to implement storm water BMPs as deemed necessary in the updated municipal operations and facility survey with these revised BMPs slated for implementation in Years 3-5 of the City's SWMP. Effective and consistent identification and maintenance of the MS4 directly reduces the amount of pollutants in the City's MS4 and also ensures continued functionality.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities	Yes, City staff continues to review procedures for inspections of pollution prevention measures and has updated inspection forms during the reporting period. Periodic procedural evaluations will ensure effective and consistent internal application and best practices, which will reduce the amount of pollutants in the City's MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities	Yes, City staff has completed 18 inspections of City facilities utilizing pollution prevention measures to ensure proper functioning. Periodic internal inspections will ensure effective and consistent best practice implementation, which will reduce the amount of pollutants in the City's MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.5: Structural Control and Maintenance Program	Yes, City staff continue to review and document City operations and maintenance activities. Periodic internal evaluation will ensure effective and consistent internal application and best practices, which will reduce the amount of pollutants in the City's MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.5: Structural Control and Maintenance Program	Yes, City staff continued to develop and record a list of municipal activities to be included in the City's Structural Control and Maintenance program. Periodic internal evaluation will ensure effective and consistent internal application and best practices, which will reduce the amount of pollutants in the City's MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.5: Structural Control and Maintenance Program	Yes, City staff continues to determine activities to be included in the plan in order to develop and implement the Structural Control and Maintenance Program in Years 3-5 of the SWMP. Development of internal plans will ensure effective and consistent utilization of best practices, which will reduce MS4 pollutants.

5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.6: Contractor Requirements and Oversight	Yes, the City has continued to evaluate expiring contracts that had the potential to impact stormwater quality from City-owned facilities. Evaluation of internal activities will ensure effective stormwater management from City facilities, thereby reducing the introduction of pollutants into the MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.6: Contractor Requirements and Oversight	Yes, the City has continued to evaluate expiring contracts that had the potential to impact stormwater quality from City-owned facilities and will implement any revisions in reporting Years 3-5 of the SWMP. Evaluation of internal activities will ensure effective stormwater management from City facilities, thereby reducing the introduction of pollutants into the MS4.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.7: City Drainage Maintenance	Yes, the City continues to maintain the City's vegetated drainage channels as necessary to maintain flow and prevent the introduction of pollutants into the MS4, which has included maintenance of 45.7 miles of drainage channels per month [137 miles of drainage channels/4 cycles per year] during the reporting period. Effective and consistent maintenance of the MS4 directly reduces the amount of pollutants in the City's MS4 and also ensures continued functionality.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.7: City Drainage Maintenance	Yes, the City continues to reduce the potential for stormwater quality impairment due to street runoff by utilizing street sweeping operations, which have swept 1,132 miles this year. Effective and consistent maintenance of the street network directly reduces the amount of pollutants in the City's MS4.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (see **Example 2 in instructions**):

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)</b>
1. Public Education, Outreach and Involvement	3.4.1: Social Media	Social media public updates	12	Issued updates	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.

1. Public Education, Outreach and Involvement	3.4.1: Social Media	Facebook Views/Likes	Greater than 1000 views on flyers.	Track Facebook Views/Likes	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.
1. Public Education, Outreach and Involvement	3.4.2: City Stormwater Webpage	New Material	7	New materials placed on website	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.
1. Public Education, Outreach and Involvement	3.4.2: City Stormwater Webpage	Annual report views	15	Track individual views of annual report upon TCEQ acceptance and posting on website	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.

1. Public Education, Outreach and Involvement	3.4.2: City Stormwater Webpage	Webpage Updates	13	Updates (New materials, annual report (*pending), and other updates).	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.
1. Public Education, Outreach and Involvement	3.4.3: Stormwater Marking Program	Drainage Locations	72	Markers placed compared to new construction sites	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.
1. Public Education, Outreach and Involvement	3.4.4: Stormwater Information at Public Library or Public Schools	Stormwater quality Posters and educational pamphlets	290	Number of Posters at library and pamphlets distributed at schools	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.

1. Public Education, Outreach and Involvement	3.4.5: Stormwater City Proclamations	City Council Proclamation	1	Number of Proclamations	No. Though this BMP does not result in a direct reduction of pollutants, citizen outreach and awareness will eventually reduce litter and spills, hence pollutants.
1. Public Education, Outreach and Involvement	3.4.6: Develop and distribute Stormwater brochures	Brochures (Pamphlets and door hangers)	2/3653	Number of brochures developed and distributed	No. Though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter and spills, hence pollutants.
1. Public Education, Outreach and Involvement	3.4.7: Public Meetings  Unnumbered: Comply with State Public Notification Guidelines	Public Meetings  Compliance with Public Notice laws	0 COVID19  2	Public Meetings held/advertisements  Agendas posted in accordance with Texas Open Meetings Act	No. Though this BMP does not result in a direct reduction of pollutants, Public outreach, education and involvement will eventually reduce litter and spills, hence pollutants.

1. Public Education, Outreach and Involvement	3.4.8: Keep Copperas Cove Beautiful	Cleanup events and attendance  Volume of garbage collected	3/289, respectively  2,380 lbs.	Cleanup events held and attendance  Lbs. collected	Yes, cleanup events directly reduce the litter and pollutants within the MS4.
1. Public Education, Outreach and Involvement	3.4.9: Business Inspection and Outreach	Business Inspections and re-inspections	62	Businesses inspected and re-inspected	Yes, inspections result in a direct reduction of pollutants as issues are identified and enforcement action is taken.
1. Public Education, Outreach and Involvement	3.4.9: Distribute brochures to businesses	Brochures	62	Businesses receiving brochures	No. Though this BMP does not result in a direct reduction of pollutants, Public outreach, education and involvement will eventually reduce litter and spills, hence pollutants.



<p>1. Public Education, Outreach and Involvement</p>	<p>3.4.10: Outreach to Areas of Concern</p>	<p>Brochures and Utility Bill mailers</p>	<p>3653 6% of City</p>	<p>Brochures/maile rs distributed and percentage of City reached</p>	<p>*Year 1-2 requirement: Develop 1 brochure</p> <p>*Year 3-5 requirement: Distribute to 5% of residents</p> <p>No. Though this BMP does not result in a direct reduction of pollutants, Public outreach, education and involvement will eventually reduce litter and spills, hence pollutants.</p>
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1. Public Education, Outreach and Involvement	3.4.11: Outreach to Schools	Presentations	3	Presentations provided	<p>*Year 3-5 requirement:</p> <p>No. Though this BMP does not result in a direct reduction of pollutants, Public outreach, education and involvement will eventually reduce litter and spills, hence pollutants.</p>
2. Illicit Discharge Detection and Elimination	4.4.1: Spill Response	Training events	3	Trainings given	<p>Yes, Firefighters were educated about the MS4 program, BMPs and proper spill response procedures. This results in effective mitigation and removal of pollutants resulting in a reduction of pollutants in the MS4.</p>

2. Illicit Discharge Detection and Elimination	4.4.2: SSO Response Plan	Sewer Department Reports	3	Reports reviewed	Yes, the response to SSO's and proper corrective and mitigation actions will result in a reduction of pollutants in the MS4.
2. Illicit Discharge Detection and Elimination	4.4.3: Building Plan Review Process	Plans	175	Reviews	No, evaluation of building plans involving the MS4 will ensure that no additional pollutants enter the MS4 through illicit connections, but will not remove existing pollutants from the system.
2. Illicit Discharge Detection and Elimination	4.4.4: Storm Sewer Mapping	Drainage facility locations	288	GPS Verifications	Yes, effective mapping has enabled the detection and tracking of illicit connections to their sources, resulting in a reduction of pollutants in the MS4.

2. Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program: Review Illicit Detection Program and ordinance	Program materials, ordinance, and enforcement documentation	1	Reviews	No, though this BMP does not result in a direct reduction of pollutants, periodic evaluation, tracking and comparisons will ensure program effectiveness to reduce pollutants.
2. Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program: Neighborhood and Drainage Segment Inspections	Drainage ways and Neighborhoods	68/102, respectively	Inspections	Yes, inspections result in a direct reduction of pollutants as issues are identified and enforcement action is taken.
2. Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program: Implement procedures for tracking illicit discharges and illegal dumping	Complaints from a citizens/Reports from City Staff	36	Illicit Discharge and Illegal Dumping Occurrences	Yes, tracking illicit discharges and illegal dumping occurrences to their sources will result in a reduction of pollutants in the MS4 through enforcement and mitigation efforts.

2. Illicit Discharge Detection and Elimination	4.4.5: Illicit Detection and Elimination Program: Implement procedures to allow citizens to provide complaints for illicit discharges and illegal dumping occurrences	Complaint Form	1	Form created/posted on webpage	*Year 2 requirement  Yes, effective reporting and tracking of illicit discharges and illegal dumping occurrences to their sources will result in a reduction of pollutants in the MS4 through enforcement and mitigation efforts.
2. Illicit Discharge Detection and Elimination	4.4.6: Field staff training	Training events and attendance	9/73, respectively	Training events and attendance	Yes, City staff members were educated about the illicit discharges and elimination techniques. This training has resulted in effective identification, mitigation and removal of pollutants from the MS4.

2. Illicit Discharge Detection and Elimination	4.4.7: On-site Sewage Disposal: Develop procedures and provide training to prevent and correct any leaking on-site sewage disposal systems	Employee training/hours	1/2, respectively	Employees trained and hours of training	Yes, City's MS4 technician was trained. This training has resulted in effective identification and correction of failing OSSFs leading to a reduction in pollutants in the MS4.
2. Illicit Discharge Detection and Elimination	4.4.7: On-site Sewage Disposal: Inspect on-site sewage facilities within MS4	OSSF sites	12	Inspections	Yes, inspections result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.

2. Illicit Discharge Detection and Elimination	4.4.8: Public Reporting of Illicit Discharges and Spills	Citizen complaints and MS4 database	2/1, respectively	Citizen complaints and database updates	Yes, effective reporting and tracking of illicit discharges and spill occurrences to their sources will result in a reduction of pollutants in the MS4 through enforcement and mitigation efforts.
2. Illicit Discharge Detection and Elimination	4.4.9: Illicit Discharge ordinance	Investigations	30	Violations addressed	Yes, effective enforcement of the City's Illicit Discharge Ordinance will result in a reduction of pollutants in the MS4 through enforcement and mitigation efforts.

2. Illicit Discharge Detection and Elimination	4.4.10: Recycling Program	Utility bill mailers and Solid Waste Department database	0/1,055, respectively	Brochures mailed and tons recycled	Yes, continued publicity and operation of the City's recycling program results in a direct reduction of pollutants available to be introduced to the City's MS4.
2. Illicit Discharge Detection and Elimination	4.4.11: Drainage Maintenance Inspection	Drainage Department Database	1,447	Number of inspection and maintenance activities	* Years 3-5 requirement  Yes, Drainage Department maintenance personnel are trained to identify and report dumping and potential illicit discharges discovered while conducting maintenance activities.



3. Constructio n Site Stormwate r Runoff Control	5.3.1: Site Development Plan Reviews: Notify developers/design engineers of stormwater requirements	Notification Database	7	Initial Contacts/Notificat ions	No. Although this BMP does not directly reduce pollutants, raising developer awareness through education and outreach will ultimately reduce pollutants in the MS4.
3. Constructio n Site Stormwate r Runoff Control	5.3.1: Site Development Plan Reviews: Confirm and review Sedimentation/Ero sion Control plans	Development Plans	10	Plan Reviews	No. Although this BMP does not directly reduce pollutants, erosion control plan review ensures that site development is utilizing BMPs to prevent pollution, such measures being verified with inspections, which will ultimately reduce the introduction of pollutants into the MS4.

<p>3. Construction Site Stormwater Runoff Control</p>	<p>5.3.1: Site Development Plan Reviews: Review submitted plans for compliance with floodplain requirements, adequacy of infrastructure design for drainage, use of detention ponds</p>	<p>Development Plans</p>	<p>15</p>	<p>Plan Reviews</p>	<p>No. Although this BMP does not directly reduce pollutants, development plan review ensures that site development is adhering to floodplain, drainage design and other stormwater regulations, such measures being verified with inspections, which will ultimately reduce the introduction of pollutants into the MS4.</p>
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<p>3. Construction Site Stormwater Runoff Control</p>	<p>5.3.2: Construction Site Inspection Program: Review and revise construction site inspection procedures and inspection forms</p>	<p>MS4 Inspection Forms</p>	<p>2</p>	<p>Form review and revision</p>	<p>No. Although this BMP does not directly reduce pollutants, inspection form updating ensures consistent and comprehensive inspection procedures, which will ultimately reduce the introduction of pollutants into the MS4.</p>
<p>3. Construction Site Stormwater Runoff Control</p>	<p>5.3.2: Construction Site Inspection Program: Conduct monthly site inspections during active construction</p>	<p>Construction Site Inspections</p>	<p>63</p>	<p>Inspections</p>	<p>Yes, inspections result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.</p>

<p>3. Construction Site Stormwater Runoff Control</p>	<p>5.3.2: Construction Site Inspection Program: Resolve all non-compliance issues in a timely manner</p>	<p>Investigations</p>	<p>7</p>	<p>Non-compliance issues resolved, Re-inspections</p>	<p>Yes, by verifying correction of non-compliance issues, pollutants will be removed and/or prevented from entry into the City's MS4.</p>
<p>3. Construction Site Stormwater Runoff Control</p>	<p>5.3.2: Construction Site Inspection Program: Review and maintain procedures for receipt of public input</p>	<p>Inspection procedures</p>	<p>0</p>	<p>Public recommendations received for procedure revisions</p>	<p>No. Although this BMP does not directly reduce pollutants, receipt and consideration of public input is critical to the effectiveness of SWMP implementation, which will lead to decreased pollutants in the MS4.</p>

<p>3. Constructio n Site Stormwate r Runoff Control</p>	<p>5.3.3: Construction Site Waste Control Ordinance</p>	<p>Construction Site Inspections/Enforce ment</p>	<p>2</p>	<p>Violations</p>	<p>Yes, inspections, enforcement and proper tracking of the same result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.</p>
<p>3. Constructio n Site Stormwate r Runoff Control</p>	<p>5.3.4: Construction Site Runoff Control Ordinance</p>	<p>Construction Site Inspections/Enforce ment</p>	<p>6</p>	<p>Violations</p>	<p>Yes, inspections, enforcement and proper tracking of the same result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.</p>

<p>3. Construction Site Stormwater Runoff Control</p>	<p>5.3.4: MS4 Staff Training</p>	<p>Training materials</p>	<p>1/73, respectively</p>	<p>Training events and attendance</p>	<p>Yes, City staff members were educated about the MS4 program. This training has resulted in effective identification, mitigation and removal of pollutants from the MS4.</p>
<p>4. Post-Construction Stormwater Management</p>	<p>6.3.1: System Inspections: Ensure that inspections meet the requirements of the ordinances and general permit</p>	<p>Inspection forms</p>	<p>2</p>	<p>Form reviews and revisions</p>	<p>No. Although this BMP does not directly reduce pollutants, inspection form updating ensures consistent and comprehensive inspection procedures, which will ultimately reduce the introduction of pollutants into the MS4.</p>

4. Post-Construction Stormwater Management	6.3.1: System Inspections: Conduct dry and wet weather screening on post-construction control measures and drainage segments	Screenings and Subsequent Investigations	68/0, respectively	Screenings and Subsequent Investigations	Yes, screenings, enforcement and proper tracking of the same result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.
4. Post-Construction Stormwater Management	6.3.2: Post-Construction Ordinance: Evaluate existing ordinances for post-construction and significant redevelopment, including enforcement procedures; Modify ordinances, as needed	Ordinance	1	Reviews and revisions	No. Although this BMP does not result in a direct reduction of pollutants, periodic ordinance evaluation and revision will ensure program effectiveness to reduce pollutants.

4. Post-Construction Stormwater Management	6.3.2: Post-Construction Ordinance: Continue implementing the post-construction ordinance	Inspections	0	Investigations, violations and enforcement actions	Yes, inspections, enforcement and proper tracking of the same result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.
4. Post-Construction Stormwater Management	6.3.3: Post-Construction Development Review Procedures: Review subdivision ordinances and Drainage Criteria Manual for post-construction storm water quality requirements	Subdivision Ordinance and Drainage Design Criteria Manual	1	Review	No. Although this BMP does not result in a direct reduction of pollutants, periodic ordinance and manual evaluation and revision will ensure program effectiveness to reduce pollutants.



4. Post-Construction Stormwater Management	6.3.3: Post-Construction Development Review Procedures: Enforce post-construction storm water quality requirements	Inspections	0	Investigations, violations and enforcement actions	Yes, inspections, enforcement and proper tracking of the same result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.
4. Post-Construction Stormwater Management	6.3.4: Long-term Operation and Maintenance Program: Review existing development plans and procedures to ensure long-term maintenance of structural controls and revise them as necessary	Reviews and Inspections	1/30, respectively	Reviews and Inspections	Yes. Ongoing review of maintenance program coupled with inspections to ensure continuous structural control maintenance will reduce pollutant introduction within the City's MS4.
4. Post-Construction Stormwater Management	6.3.4: Long-term Operation and Maintenance Program: Implement updated maintenance program	Drainage Department Maintenance Log Database	1,447	Maintenance Activities	Yes, Drainage Department maintenance activities lead to a direct reduction of pollutants in the City's MS4 and continued functionality.

4. Post-Construction Stormwater Management	6.3.4: Long-term Operation and Maintenance Program: Enforce long-term operation and maintenance program requirements	Post-construction maintenance activity inspections	0	Violations	Yes, inspections, enforcement and proper tracking of the same result in a direct reduction of pollutants as issues are identified and enforcement and mitigation actions are taken.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.1: Staff Training	Training Events	9/73/5, respectively	Training Events, Employees Trained and hours trained	Yes, City staff members were educated about pollution prevention and good housekeeping for municipal operations. This training has resulted in prevention of the introduction of additional pollutants into the MS4.

5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.2: Safe Material Storage (and Disposal of Waste Material	Storage/Waste Control Program Materials	18/0, respectively	Inspections and program changes, respectively	No. Although these inspections and program reviews do not result in a direct reduction of pollutants, internal inspections and review will ensure program effectiveness to reduce pollutants.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.3: Permittee-owned Facilities and Control Inventory	Municipal Operations and Facilities	1	Inventory update	No. Although maintaining facility inventory does not result in a direct reduction of pollutants, adequate inventory control ensures program effectiveness to reduce pollutants.

5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities: Perform an updated municipal operations and facility survey	Municipal Operations and Facilities	18/57%, respectively	Surveys and Percentage of All Operations and Facilities Surveyed	No. Although surveying City operations and maintenance practices does not result in a direct reduction of pollutants, measures implemented as a result of the survey will reduce pollutant introduction into the City's MS4.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities: Revise policies and procedures to implement stormwater BMPs as deemed necessary in the updated municipal operations and facility survey	Municipal Operations and Facility Survey Policies and Procedures	0	Revisions	*Years 3-5 requirement  No. Although revising policies and procedures to implement stormwater BMPs do not result in a direct reduction of pollutants, BMPs implemented as a result of the revisions will reduce pollutant introduction into the City's MS4.

5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities: Review procedures for inspections of pollution prevention measures to ensure compliance with regulations	Inspection procedure forms	0	Inspection form updates	No. Although these inspections form reviews and updates do not result in a direct reduction of pollutants, internal review and updates will ensure program effectiveness to reduce pollutants.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.4: Municipal Operations and Facility Activities: Conduct inspections of pollution prevention measures to ensure proper functioning	Municipal Operations and Facilities	18	Inspections	*Years 2-5 requirement  Yes, inspections will ensure program implementation resulting in a direct reduction of pollutants being introduced into the City's MS4.

5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.5: Structural Control and Maintenance Program: Review City operations and maintenance activities	Existing Municipal Operations and Maintenance Activities	1	Documented reviews	No. Although evaluating existing City operations and maintenance activities does not result in a direct reduction of pollutants, measures implemented as a result of the evaluation will reduce pollutant introduction into the City's MS4.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.5: Structural Control and Maintenance Program: Create list of all municipal activities to be included in the program	Existing Municipal Operations and Maintenance Activities	1	Documented list	No. Although evaluating existing City operations and maintenance activities does not result in a direct reduction of pollutants, measures implemented as a result of the evaluation will reduce pollutant introduction into the City's MS4.

5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.5: Structural Control and Maintenance Program: Develop and implement a program to reduce pollutant runoff caused by municipal operations	Program Surveys, Reviews and Documentation	Ongoing	Program Developed and Implemented	*Years 3-5 requirement  Yes, this program will result in a direct reduction of pollutants entering the City's MS4 from municipal operations and facilities.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.6: Contractor Requirements and Oversight: Upon expiration of existing contracts that relate to City owned properties and have the potential of impacting stormwater quality, City will evaluate and revise contracts to adopt City stormwater quality BMPs	Relevant Expiring City Contracts	0	Contract evaluations and revisions	No. Although evaluating expiring City contracts will not result in a direct reduction of pollutants, revisions going forward requiring BMPs will reduce pollutant introduction into the City's MS4.

5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.6: Contractor Requirements and Oversight: Implement revised contracts	Contracts	0	Revised Contracts Implemented	*Years 3-5 requirement  Yes, Contract revisions requiring BMP compliance will reduce pollutant introduction into the City's MS4.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.7: City Drainage Maintenance: Maintain the flow in the City's vegetated drainage channels	Drainage Department Maintenance Database	229	Drainageway Miles maintained (45 miles of drain ways * 4 cycles per year)	Yes, Drainage Department maintenance activities lead to a direct reduction of pollutants (litter) in the City's MS4 and ensure continued system functionality.
5. Pollution Prevention and Good Housekeeping for Municipal Operations	7.3.7: City Drainage Maintenance: Reduce the potential for storm water quality impairment due to street runoff	Street Department Street Sweeping Database	1,132	Miles of Street Sweeping	Yes, Street Department maintenance activities lead to a direct reduction of pollutants (litter, sediment, debris) in the City's MS4 and ensure continued system functionality.



4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (see **Example 3 in instructions**):

MCM(s)	Measurable Goal(s)	<b>Explain progress toward goal or how goal was achieved.</b> <b>If goal was not accomplished, please explain.</b>
1	3.4.1: Send out monthly updates via city Facebook page.	<p>Goal: Issue 12 public updates regarding stormwater-related matters annually.</p> <p>Met goal. Posted/sent out 12 stormwater updates. Postings included public meeting notices, and KCCB cleanup and Eco Harvest events.</p>
1	3.4.1: Post stormwater quality information, bacteria related items, environmental activities promoting recycling and good stewardship, etc. to social media.	<p>Goal: Reach a minimum of 400 individuals annually via social media.</p> <p>Exceeded goal. Received over 1000 views/likes relating to public updates, including KCCB clean-up events and flyers.</p>
1	3.4.2: Provide newly developed brochures/material on web page.	<p>Goal: Place a minimum of 1 new educational resource on Stormwater Webpage annually.</p> <p>Met goal. Updated Stormwater Webpage 15 times and placed 6 new resources on site.</p>
1	3.4.2: Provide copies of annual report, upon completion, to residents, business, etc. documenting City's progress on web page.	<p>Goal: 25 views annually.</p> <p>Status: To be determined - Annual report will be posted online within 30 days of due date.</p>

1	3.4.2: Update the stormwater page on the City website monthly with any new storm water quality issues that arise.	<p>Goal: Update City Stormwater Webpage 12 times.</p> <p>Exceeded goal. Made 15 updates to the Stormwater Page.</p>
1	3.4.3: Continue to mark new construction as it comes on-line and existing infrastructure throughout the year.	<p>Goal: Mark a minimum of 24 drainage infrastructure components per year.</p> <p>Exceeded goal. Marked or remarked 72 drainage infrastructure components and tracked volunteer participation.</p>
1	3.4.4: Provide copies of stormwater educational materials to the Public Library or public schools monthly.	<p>Goal: Distribute educational materials to public schools or library a minimum of 12 times annually</p> <p>Exceeded goal. Provided 10 posters to library. Distributed 290 Take Care of Texas pamphlets to elementary students.</p>
1	3.4.5: Provide copies of annual City Council proclamations at City Hall	<p>Goal: Issue a minimum of 1 Proclamation per year.</p> <p>Met goal. 1 proclamation on Environmental Awareness issued by Mayor during reporting period.</p>
1	3.4.6: Develop one brochure during each year to be distributed to residents and businesses.	<p>Goal: Develop 1 brochure and distribute to a minimum of 100 residents or businesses per year.</p> <p>Exceeded goal. Developed 2 brochures (door hanger/pamphlet) and distributed 3653.</p>
1	3.4.7: Submit copy of notice to publisher's affidavit to TCEQ Chief Clerk.	<p>*Year 1 only</p> <p>Goal: Place a copy of the notice and affidavit on the City's website.</p> <p>Met goal. The City Council meeting for updated SWMP submittal and permit renewal was posted on the City's website and physically at City Hall in accordance with the Texas Open Meetings Act, Government Code, Chapter 551. The Act does not require publication in a newspaper of general circulation and, therefore, no Publisher's Affidavit is available for this reporting cycle.</p>

1	3.4.7: Conduct one public meeting per year regarding stormwater management.	<p>Goal: Hold a minimum of 1 public meeting per year regarding stormwater management.</p> <p>Not met. *** Public meeting not held due to COVID 19.</p>
1	3.4.7: Advertise and conduct a meeting in accordance with local and state public notice requirements.	<p>Goal: Record/report methods of public notice; post advertisements on website and at City Hall.</p> <p>Met goal. The City Council meetings for updated SWMP submittal and permit renewal were posted on the City's website and physically at City Hall in accordance with the Texas Open Meetings Act, Government Code, Chapter 551. The Act does not require publication in a newspaper of general circulation.</p>
1	3.4.8: Track KCCB cleanup events. A minimum of two cleanup events per year.	<p>Goal: Hold a minimum of 2 clean-up events per year and record number of attendees.</p> <p>Exceeded goal. Held 3 cleanups events with 289 attendees. These events were advertised on Facebook, City web site and in the local newspapers.</p>
1	3.4.8: Continue to establish policies for decreasing the amount of litter in the City.	<p>Goal: Collect a minimum of 100 lbs. of garbage per clean-up event for proper disposal.</p> <p>Exceeded goal. Collected 2,380 lbs. of waste at 3 clean-up events.</p>
1	3.4.9: Conduct routine inspections at appropriate businesses.	<p>*Years 3-5</p> <p>Goal: Inspect a minimum of 48 businesses per year.</p> <p>Exceeded goal. Inspected 62 businesses.</p>
1	3.4.9: Provide relevant City-generated brochures to businesses and other establishments	<p>*Years 3-5</p> <p>Goal: Provide brochures to a minimum of 48 businesses per year.</p> <p>Exceeded goal. Distributed brochures to 62 businesses.</p>

1	3.4.10: Increase awareness of stormwater regulations within areas of concern of the City	<p>*Years 1-2</p> <p>Goal: Develop 1 stormwater doorhanger</p> <p>Exceeded goal. Developed 2 doorhangers.</p> <p>*Years 3-5</p> <p>Goal: Distribute information to a minimum of 5% of the City residents.</p> <p>Exceeded goal. Distributed 3653 doorhangers to residents representing the approximately 6% of the City's residents.</p>
1	3.4.11: Increase awareness of stormwater regulations through educational opportunities within local schools	<p>*Years 3-5</p> <p>Goal: Conduct a minimum of 1 school presentation per year.</p> <p>Exceeded goal. Conducted 3 school presentations.</p>
2	4.4.1: Continue implementation of existing spill response procedures and training of fire department staff.	<p>Goal: Hold a minimum of 1 training class per year.</p> <p>Met goal. Held 8 classes with Fire Department personnel regarding MS4 BMPS and spill response techniques.</p>
2	4.4.2: Regularly review SSO plan submitted to TCEQ to ensure existing locations corrected as indicated within the SSO plan schedule.	<p>Goal: Document 100% of sanitary sewer overflow locations and corrective actions taken at each.</p> <p>Met goal. The City's Sewer Collection Department has documented all SSOs and corrective actions taken, and reported the same as required by TCEQ regulations.</p>
2	4.4.3: Review and inspect for illicit connection during building project review process.	<p>Goal: Conduct 12 building plan reviews annually.</p> <p>Exceeded Goal: 183 Plan reviews and inspections were completed during the reporting period. Part of those reviews and inspections ensured that illicit connections did not exist or were not created during the building process.</p>

2	4.4.4: Compile data on all new and existing infrastructure in developing a storm sewer map to be updated on an as-needed basis.	<p>*Years 1-2</p> <p>Goal: Document GPS data identifying 60 drainage infrastructure components per year and report percentage of new mapping completed.</p> <p>Exceeded goal. GPS verified 697 inlet box locations representing approximately 100% of the system.</p>
2	4.4.5: Review Illicit Detection Program and ordinance to determine if changes are needed, based on program ease of use and actual utility.	<p>Goal: Document ordinance changes and enforcement actions. Compare to previous years to assess effectiveness.</p> <p>Met goal. The City reviewed its Illicit Discharge Detection Program Ordinance and documented changes; recorded enforcement actions taken under the Ordinance; and compared results with prior years.</p>
2	4.4.5: Continue to implement the screening, inspection and detection program to identify illicit discharges and occurrences of illegal dumping. Specifically, screen identified hotspot areas within the MS4, including Drainage Segment Inspections and Neighborhood Inspections to identify illicit discharges and occurrences of illegal dumping.	<p>Goal: Conduct a minimum of 48 drainage segment and neighborhood inspections per year.</p> <p>Exceeded goal. Conducted 68 Drainage Segment Inspections and 102 Neighborhood Inspections during the reporting period.</p>

2	4.4.5: Continue to implement procedures for tracking illicit discharges and occurrences of illegal dumping to their source, follow up investigations, elimination procedures and corrective actions.	<p>Goal: Record and report 100% of the number of illicit discharges and illegal dumping occurrences detected and followed up on annually.</p> <p>Met goal: The City recorded all occurrences of illicit discharges and illegal dumping discovered, noting corrective actions taken.</p>
2	4.4.5: Review and implement procedures to allow citizens to provide complaints for illicit discharge and illegal dumping occurrences.	<p>*Year 2</p> <p>Goal: Create a citizen complaint form for illegal dumping and make available on website and in hard copy.</p> <p>Met goal. Illicit discharge and illegal dumping complaint form was developed and posted on the City's website and is available.</p>
2	4.4.6: Provide annual training to City staff that have the potential to encounter or respond to illicit discharges.	<p>Goal: Provide MS4 Illicit Discharge response training to a minimum of 10 employees.</p> <p>Exceeded goal. MS4 training held on 8 different occasions and provided to 73 employees total.</p>
2	4.4.7: Develop procedures and provide training to prevent and correct any leaking on-site sewage disposal systems that discharge into the MS4; Inspect on-site sewage facilities within MS4.	<p>Goal: *Years 1-2: Train a minimum of 1 employee for a minimum of 2 hours annually; *Years 1-5: Inspect a minimum of 12 OSSFs per year</p> <p>Met goal. 1 employee self-trained 2 hours; 12 OSSFs (areas) inspected.</p>
2	4.4.8: Maintain the reporting of illicit discharges and spills; Maintain a database of reported illicit discharges and spills.	<p>Goal: Record 100% of the illicit discharges and spills reported by public and maintain database regarding same.</p> <p>Met goal. 2 public reports received; one spill (Illicit Discharge occurred at a restaurant) cleaned by the City and cited by Code Compliance.</p>

2	4.4.9: Illicit discharge ordinance. Record number of violations.	<p>Goal: Record the number of ordinance violations and compare with prior years to assess ordinance effectiveness.</p> <p>Met goal. The City addressed 31 violations and compared with prior years' results.</p>
2	4.4.10: Continue to publicize and promote Copperas Cove Recycling Program.	<p>Goal: Mailout a minimum of 10,000 flyers per year.</p> <p>Did not meet goal. 0 mailout flyers sent to residents via utility bill inserts. **3,653 residential door hangers/pamphlets. Recycling Facility closed due to Covid-19, recycling program temporarily postponed.</p>
2	4.4.10: Continue operation of recycling center and curbside service.	<p>Goal: Collect a minimum of 800 tons of recycled materials per year.</p> <p>Did not meet goal. Collected 622.29 tons of recycled materials during reporting period. **COVID 19 reduced operations, recycle facility closed for period of time**</p>
2	4.4.11: Reduce unwanted impacts due to maintenance in the City's drainage ways.	<p>*Years 3-5</p> <p>Goal: Conduct a minimum of 100 inspections per year.</p> <p>Exceeded goal. Conducted 1,447 drainage way inspection and maintenance activities.</p>
3	5.3.1: Notify developers/design engineers of stormwater requirements.	<p>Goal: Notify a minimum of 4 developers/design engineers per year.</p> <p>Exceeded goal. Notified 7 developers about the stormwater ordinance and MS4 requirements.</p>
3	5.3.1: Confirm and review Control Sedimentation/Erosion plans.	<p>Goal: Review a minimum of 50% of plans received.</p> <p>Met goal. 100% of erosion and sediment control plans were reviewed by City staff (City engineer, Planning staff, and/or MS4 staff).</p>

3	5.3.1: Review submitted plans for compliance with floodplain requirements, adequacy of infrastructure design for drainage, use of detention ponds, etc.	<p>Goal: Review a minimum of 100% of plans received.</p> <p>Met goal. 100% of the applicable plans were reviewed by City staff (City engineer, Planning staff, and/or MS4 staff).</p>
3	5.3.2: Review and revise construction site inspection procedures and inspection forms, if needed.	<p>Goal: Document changes.</p> <p>Met goal. Revised the inspection forms 2 times.</p>
3	5.3.2: Conduct monthly site inspections during active construction.	<p>Goal: Inspect a minimum of 36 construction sites.</p> <p>Met goal. Inspected 63 construction sites.</p>
3	5.3.2: Resolve all non-compliance issues in a timely manner.	<p>Goal: Report on status of all non-compliance issues.</p> <p>Met goal: City staff resolved all non-compliance issues in accordance with City regulations and in a timely manner during the reporting period.</p>
3	5.3.2: Review and maintain procedures for receipt and consideration from public.	<p>Goal: Report on revisions to procedures, if any, maintain a log of submittals</p> <p>Met goal. The City revised inspection forms 2 times and did not receive any revision considerations from the public.</p>
3	5.3.3: Continue enforcing proper management of construction waste at construction sites in accordance with the ordinance.	<p>Goal: Record 100% of ordinance violations and compare to previous years' results.</p> <p>Met goal. Recorded 100% of violations (3) and compared to prior results.</p>



3	5.3.4: Continue to prohibit discharges according to the general permit, in accordance with the ordinance.	<p>Goal: Record 100% of ordinance violations and compare to previous years' results.</p> <p>Met goal. Recorded 100% of violations (12) and compared to prior results.</p>
3	5.3.5: Compile a list of courses, presenters, and training materials to be provided to City staff requiring training.	<p>Goal: Provide training to a minimum of 10 employees annually.</p> <p>Exceeded goal: MS4 training provided to 73 employees.</p>
4	6.3.1: Ensure that inspections meet the requirements of the ordinances and general permit.	<p>Goal: Review/revise, as necessary, all inspection forms.</p> <p>Met goal. Made revisions for 2 inspection forms.</p>
4	6.3.1: Conduct dry and wet weather screening on post-construction control measures and drainage segments.	<p>Goal: Perform a minimum of 36 screenings per year, track and report number of screenings and subsequent investigations.</p> <p>Met goal. Conducted 68 Drainage Segment Inspections and 0 subsequent investigations.</p>
4	6.3.2: Evaluate existing ordinances for post-construction and significant redevelopment, including enforcement procedures. Modify ordinances, as needed.	<p>*Years 1-2</p> <p>Goal: Document changes, if any.</p> <p>Met goal. Post-construction ordinance was review and changes documented.</p>
4	6.3.2: Continue implementing the post-construction ordinance.	<p>*Years 1-2</p> <p>Goal: Document any investigations, violations, and enforcement actions taken.</p> <p>Met goal. 0 violations were reported and no actions were necessary.</p>

4	6.3.3: Review subdivision ordinances and Drainage Criteria Manual for post-construction stormwater quality requirements.	<p>*Years 1-2</p> <p>Goal: Document review process of ordinance and Drainage Criteria Manual.</p> <p>Met goal. The City evaluated and documented the ongoing subdivision ordinance review and revision process, which included evaluation of the drainage criteria manual.</p>
4	6.3.3: Enforce post-construction stormwater quality requirements.	<p>Goal: Report 100% of non-complying activities; Document and maintain records of enforcement actions taken.</p> <p>Met goal. 0 violations were reported/discovered and no actions were necessary.</p>
4	6.3.4: Review existing development plans and procedures to ensure long-term maintenance of structural controls and revise them as necessary.	<p>*Years 1-2</p> <p>Goal: Document revisions made to long-term operation and maintenance programs; complete a minimum of 5 non-public structural control inspections per year</p> <p>Met goal. The City evaluated existing development plans and procedures to ensure long-term maintenance of structural controls and completed 5 of non-public structural control inspections.</p>
4	6.3.4: Implement updated maintenance program.	<p>Goal: Complete and report a minimum of 50 drainage maintenance activities per year.</p> <p>Exceeded goal. The City completed 1,447 drainage maintenance activities, including all components of the system.</p>
4	6.3.4: Enforce long-term operation and maintenance program requirements.	<p>Goal: Report 100% of long-term operation and maintenance activities not meeting the City's stormwater quality requirements.</p> <p>Met goal. 0 violations were reported/discovered and no actions were necessary.</p>
5	7.3.1: Provide annual training to staff regarding pollution prevention and good housekeeping.	<p>Goal: Train a minimum of 50 employees; track and report number of employees trained and hours spent.</p> <p>Met goal. Held 9 training sessions; trained 73 employees on MS4 program consisting of 5 hours of training time.</p>

5	7.3.2: Evaluate, update and implement storage/waste disposal program, as needed.	<p>Goal: Conduct a minimum of 12 storage area inspections per year and document changes to program, if any.</p> <p>Met goal. Conducted 18 facilities inspections and made no changes to program.</p>
5	7.3.3: Maintain inventory.	<p>*Years 1-2</p> <p>Goal: Record and report updates to inventory data.</p> <p>Met goal. City staff continued to identify, maintain, record and report facilities and stormwater controls owned and operated by the City.</p>
5	7.3.4: Perform an updated municipal operations and facility survey.	<p>*Years 1-2</p> <p>Goal: Report the number of facilities surveyed and compare the number to the total number of City facilities with a minimum of 20% of City facilities being surveyed annually</p> <p>Met goal. Conducted 18 facility inspections equating to approximately 57% of City Facilities being surveyed during the reporting period.</p>
5	7.3.4: Revise policies and procedures to implement storm water BMPs as deemed necessary in the updated municipal operations and facility survey.	<p>*Years 3-5</p> <p>Goal: Track the development and implementation of the storm water BMPs</p> <p>Met goal. Not applicable to this reporting period.</p>
5	7.3.4: Review procedures for inspections of pollution prevention measures to ensure compliance with regulations.	<p>*Years 1-2</p> <p>Goal: Update inspection forms.</p> <p>Met goal. Forms updated twice.</p>

5	7.3.4: Conduct inspections of pollution prevention measures to ensure proper functioning.	<p>*Years 2-5</p> <p>Goal: Conduct one pollution prevention measure inspection per month on a City-owned facility and maintain log of inspections.</p> <p>Exceeded goal. Conducted 18 inspections.</p>
5	7.3.5: Review City operations and maintenance activities.	<p>*Years 1-2</p> <p>Goal: Document review of existing operations and maintenance activities</p> <p>Met goal. City staff continue to review and document City operations and maintenance activities.</p>
5	7.3.5: Create list of all municipal activities to be included in the program.	<p>*Years 1-2</p> <p>Goal: Record and report list of activities to be included in program.</p> <p>Met goal. City staff continued to develop and record a list of municipal activities to be included in the City's Structural Control and Maintenance program.</p>
5	7.3.5: Develop and implement a program to reduce pollutant runoff caused by municipal operations	<p>*Years 3-5</p> <p>Goal: Develop program (December deadline, year 3) and implement program (December deadline, year 4). Report progress on program development and implementation (December deadline, years 3-5).</p> <p>Met goal. Not applicable during this reporting period.</p>
5	7.3.6: Upon expiration of existing contracts that relate to City owned properties and have the potential of impacting stormwater quality.	<p>Goal: Evaluate and revise contracts (December deadline, year 2). Record and report 100% of landscaping contracts that follow the City adopted storm water quality BMPs (December deadline, years 3-5).</p> <p>Met goal. The City has continued to evaluate expiring contracts that had the potential to impact stormwater quality from City-owned facilities. To date, no expiring contracts are applicable to this BMP.</p>

5	7.3.6: Implement revised contracts.	*Years 3-5  Goal: Have new contracts adopt City's stormwater program and report 100% of contracts containing the same.  Met goal. Not applicable during this reporting period.
5	7.3.7: Maintain the flow in the City's vegetated drainage channels.	Goal: Maintain a minimum of 180 miles of drainage channels annually (15 miles per month).  Met goal. Mowed and maintained 137 miles of drainage channels during the reporting period; 4 cycles complete – total of 229miles maintained.
5	7.3.7: Reduce the potential for storm water quality impairment due to street runoff.	Goal: Sweep a minimum of 12 miles of streets monthly (144 miles annually).  Met goal. The City swept 1,132 miles of streets during the reporting period.

### C. Stormwater Data Summary

Provide a summary of all information used, including any lab results (if sampling was conducted) to assess the success of the SWMP at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.?

#### City of Copperas Cove Summary:

The City's approach in securing and assessing its success in achieving a reduction in pollutants in its MS4 system to the maximum extent practicable under the City's Submitted Stormwater Management Program (SWMP) is multi-faceted. The SWMP details the activities and measurable goals under each Best Management Practice established that, when viewed as a whole, ultimately have led to a reduction in the amount of pollutants within the City's MS4 and, further, has prevented the introduction of additional pollutants through this systematic approach.

Public education, outreach and involvement and participation in the various City-sponsored environmental educational and clean-up events has led to decreased pollutants and prevented introduction of additional pollutants into the MS4 system. One key element of the City's program is the City's Keep Copperas Cove Beautiful program and associate events, which have significantly raised public awareness regarding stormwater and pollutants in the City's MS4.

Proper implementation of the Illicit Discharge Detection and Elimination, Construction Site Stormwater, and Post-Construction Stormwater Management programs are also critical components of the City's success. Under these BMP, the City utilizes a variety of approaches to ensure the prevention, detection and elimination of pollutant-laden discharges into the MS4. These approaches include plan review, routine visual inspections, construction site inspections and surveys, maintenance, investigations and enforcement of the City's regulations. Inspections include wet and dry weather screenings, construction site inspections and post-construction facility assessments, among other routine inspections. Maintenance activities include maintaining the City's 137 miles of drainage paths and ways, cleaning inlets and removing litter, debris and other pollutants from the MS4. Public education and enforcement, when necessary, are also advanced to ensure the success of these programs and their associated regulations.

Further, the City's assessment and implementation of various internal pollution prevention and good housekeeping measures has also led to the reduction of and prevention of the introduction of additional pollutants into the City's MS4. Assessing municipal activities and operations is critical to this element as is preventative maintenance and cleaning of the City's drainage ways and street network.

In summary, the City's multi-faceted approach focused on stormwater quality management has been successful in significantly reducing the pollutants within the City's MS4 system and educating the City's residents, businesses, employees and civic leaders to ensure long-term success in its efforts to reduce pollutants to the maximum extent practicable.

## **D. Impaired Waterbodies**

1. Identify whether an impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly-identified impaired waters below by including the name of the water body and the cause of impairment.

N/A

2. If applicable, explain below any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern.

N/A

3. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL. N/A

4. Report the benchmark identified by the MS4 and assessment activities:

<b>Benchmark Parameter</b> <i>(Ex: Total Suspended Solids)</i>	<b>Benchmark Value</b>	<b>Description of additional sampling or other assessment activities</b>	<b>Year(s) conducted</b>
N/A			

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

<b>Benchmark Parameter</b>	<b>Selected BMP</b>	<b>Contribution to achieving Benchmark</b>
N/A		

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

Description of bacteria-focused BMP	Comments/Discussion
N/A	

7. Assess the progress to determine BMP's effectiveness in achieving the benchmark.

For example, the MS4 may use the following benchmark indicators:

- number of sources identified or eliminated;
- number of illegal dumpings;
- increase in illegal dumping reported;
- number of educational opportunities conducted;
- reductions in sanitary sewer flows (SSOs); /or
- increase in illegal discharge detection through dry screening.

Benchmark Indicator	Description/Comments
N/A	




## E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	3.4.1: Send out monthly updates via city Facebook page.	Goal: Issue 12 public updates regarding stormwater-related matters annually.	None.
1	3.4.1: Post stormwater quality information, bacteria related items, environmental activities promoting recycling and good stewardship, etc. to social media.	Goal: Reach a minimum of 400 individuals annually via social media.	None.
1	3.4.2: Provide newly developed brochures/material on web page.	Goal: Place a minimum of 1 new educational resource on Stormwater Webpage annually.	None.
1	3.4.2: Provide copies of annual report, upon completion, to residents, business, etc. documenting City's progress on web page.	Goal: 25 views annually.	None.

1	3.4.2: Update the stormwater page on the City website monthly with any new storm water quality issues that arise.	Goal: Update City Stormwater Webpage 12 times.	None.
1	3.4.3: Continue to mark new construction as it comes on-line and existing infrastructure throughout the year.	Goal: Mark a minimum of 24 drainage infrastructure components per year.	None.
1	3.4.4: Provide copies of stormwater educational materials to the Public Library or public schools monthly.	Goal: Distribute educational materials to public schools or library a minimum of 12 times annually	None.
1	3.4.5: Provide copies of annual City Council proclamations at City Hall	Goal: Issue a minimum of 1 Proclamation per year.	None.
1	3.4.6: Develop one brochure during each year to be distributed to residents and businesses.	Goal: Develop 1 brochure and distribute to a minimum of 100 residents or businesses per year.	None.
1	3.4.7: Submit copy of notice to publisher's affidavit to TCEQ Chief Clerk.	*Year 1 only Not applicable.	None.
1	3.4.7: Conduct one public meeting per year regarding stormwater management.	Goal: Hold a minimum of 1 public meeting per year regarding stormwater management.	None.

1	3.4.7: Advertise and conduct a meeting in accordance with local and state public notice requirements.	Goal: Record/report methods of public notice; post advertisements on website and at City Hall.	None.
1	3.4.8: Track KCCB cleanup events. A minimum of two cleanup events per year.	Goal: Hold a minimum of 2 clean-up events per year and record number of attendees.	None.
1	3.4.8: Continue to establish policies for decreasing the amount of litter in the City.	Goal: Collect a minimum of 100 lbs. of garbage per clean-up event for proper disposal.	None.
1	3.4.9: Conduct routine inspections at appropriate businesses.	*Years 3-5 Goal: Inspect a minimum of 48 businesses per year.	None.
1	3.4.9: Provide relevant City-generated brochures to businesses and other establishments.	*Years 3-5 Goal: Provide brochures to a minimum of 48 businesses per year.	None.
1	3.4.10: Increase awareness of stormwater regulations within areas of concern of the City.	*Years 1-2 Goal: Develop 1 stormwater doorhanger  *Years 3-5 Goal: Distribute information to a minimum of 5% of the City residents.	None.

1	3.4.11: Increase awareness of stormwater regulations through educational opportunities within local schools.	*Years 3-5  Goal: Conduct a minimum of 1 school presentation per year.	None.
2	4.4.1: Continue implementation of existing spill response procedures and training of fire department staff.	Goal: Hold a minimum of 1 training class per year.	None.
2	4.4.2: Regularly review SSO plan submitted to TCEQ to ensure existing locations corrected as indicated within the SSO plan schedule.	Goal: Document 100% of sanitary sewer overflow locations and corrective actions taken at each.	None.
2	4.4.3: Review and inspect for illicit connection during building project review process.	Goal: Conduct 12 building plan reviews annually.	None.
2	4.4.4: Compile data on all new and existing infrastructure in developing a storm sewer map to be updated on an as-needed basis.	*Years 1-2  Goal: Document GPS data identifying 60 drainage infrastructure components per year and report percentage of new mapping completed.	None.

2	4.4.5: Review Illicit Detection Program and ordinance to determine if changes are needed, based on program ease of use and actual utility.	Goal: Document ordinance changes and enforcement actions. Compare to previous years to assess effectiveness.	None.
2	4.4.5: Continue to implement the screening, inspection and detection program to identify illicit discharges and occurrences of illegal dumping. Specifically, screen identified hotspot areas within the MS4, including Drainage Segment Inspections and Neighborhood Inspections to identify illicit discharges and occurrences of illegal dumping.	Goal: Conduct a minimum of 48 drainage segment and neighborhood inspections per year.	None.
2	4.4.5: Continue to implement procedures for tracking illicit discharges and occurrences of illegal dumping to their source, follow up investigations, elimination procedures and corrective actions.	Goal: Record and report 100% of the number of illicit discharges and illegal dumping occurrences detected and followed up on annually.	None.

2	4.4.5: Review and implement procedures to allow citizens to provide complaints for illicit discharge and illegal dumping occurrences.	*Year 2  Goal: Create a citizen complaint form for illegal dumping and make available on website and in hard copy.	None.
2	4.4.6: Provide annual training to City staff that have the potential to encounter or respond to illicit discharges.	Goal: Provide MS4 Illicit Discharge response training to a minimum of 10 employees.	None.
2	4.4.7: Develop procedures and provide training to prevent and correct any leaking on-site sewage disposal systems that discharge into the MS4; Inspect on-site sewage facilities within MS4.	Goal: *Years 1-2: Train a minimum of 1 employee for a minimum of 2 hours annually; *Years 1-5: Inspect a minimum of 12 OSSFs per year	None.
2	4.4.8: Maintain the reporting of illicit discharges and spills; Maintain a database of reported illicit discharges and spills.	Goal: Record 100% of the illicit discharges and spills reported by public and maintain database regarding same.	None.
2	4.4.9: Illicit discharge ordinance. Record number of violations.	Goal: Record the number of ordinance violations and compare with prior years to assess ordinance effectiveness.	None.

2	4.4.10: Continue to publicize and promote Copperas Cove Recycling Program.	Goal: Mailout a minimum of 10,000 flyers per year.	None.
2	4.4.10: Continue operation of recycling center and curbside service.	Goal: Collect a minimum of 800 tons of recycled materials per year.	None.
2	4.4.11: Reduce unwanted impacts due to maintenance in the City's drainage ways.	*Years 3-5  Goal: To develop and implement a specific inspection for construction maintenance on drainage ways.	None.
3	5.3.1: Notify developers/design engineers of stormwater requirements.	Goal: Notify a minimum of 4 developers/design engineers per year.	None.
3	5.3.1: Confirm and review Control Sedimentation/Erosion plans.	Goal: Review a minimum of 50% of plans received.	None.
3	5.3.1: Review submitted plans for compliance with floodplain requirements, adequacy of infrastructure design for drainage, use of detention ponds, etc.	Goal: Review a minimum of 100% of plans received.	None.
3	5.3.2: Review and revise construction site inspection procedures and inspection forms, if needed.	Goal: Document changes.	None.

3	5.3.2: Conduct monthly site inspections during active construction.	Goal: Inspect a minimum of 36 construction sites.	None.
3	5.3.2: Resolve all non-compliance issues in a timely manner.	Goal: Report on status of all non-compliance issues.	None.
3	5.3.2: Review and maintain procedures for receipt and consideration from public.	Goal: Report on revisions to procedures, if any, maintain a log of submittals	None.
3	5.3.3: Continue enforcing proper management of construction waste at construction sites in accordance with the ordinance.	Goal: Record 100% of ordinance violations and compare to previous years' results.	None.
3	5.3.4: Continue to prohibit discharges according to the general permit, in accordance with the ordinance.	Goal: Record 100% of ordinance violations and compare to previous years' results.	None.
3	5.3.5: Compile a list of courses, presenters, and training materials to be provided to City staff requiring training.	Goal: Provide training to a minimum of 10 employees annually.	None.
4	6.3.1: Ensure that inspections meet the requirements of the ordinances and general permit.	Goal: Review/revise, as necessary, all inspection forms.	None.



4	6.3.1: Conduct dry and wet weather screening on post-construction control measures and drainage segments.	Goal: Perform a minimum of 36 screenings per year, track and report number of screenings and subsequent investigations.	None.
4	6.3.2: Evaluate existing ordinances for post-construction and significant redevelopment, including enforcement procedures. Modify ordinances, as needed.	*Years 1-2  Goal: Document changes, if any.	None.
4	6.3.2: Continue implementing the post-construction ordinance.	*Years 1-2  Goal: Document any investigations, violations, and enforcement actions taken.	None.
4	6.3.3: Review subdivision ordinances and Drainage Criteria Manual for post-construction stormwater quality requirements.	*Years 1-2  Goal: Document review process of ordinance and Drainage Criteria Manual.	None.
4	6.3.3: Enforce post-construction stormwater quality requirements.	Goal: Report 100% of non-complying activities; Document and maintain records of enforcement actions taken.	None.

4	6.3.4: Review existing development plans and procedures to ensure long-term maintenance of structural controls and revise them as necessary.	*Years 1-2  Goal: Document revisions made to long-term operation and maintenance programs; complete a minimum of 5 non-public structural control inspections per year	None.
4	6.3.4: Implement updated maintenance program.	Goal: Complete and report a minimum of 50 drainage maintenance activities per year.	None.
4	6.3.4: Enforce long-term operation and maintenance program requirements.	Goal: Report 100% of long-term operation and maintenance activities not meeting the City's stormwater quality requirements.	None.
5	7.3.1: Provide annual training to staff regarding pollution prevention and good housekeeping.	Goal: Train a minimum of 50 employees; track and report number of employees trained and hours spent.	None.
5	7.3.2: Evaluate, update and implement storage/waste disposal program, as needed.	Goal: Conduct a minimum of 12 storage area inspections per year and document changes to program, if any.	None.
5	7.3.3: Maintain inventory.	*Years 1-2  Goal: Record and report updates to inventory data.	None.

5	7.3.4: Perform an updated municipal operations and facility survey.	*Years 1-2  Goal: Report the number of facilities surveyed and compare the number to the total number of City facilities with a minimum of 20% of City facilities being surveyed annually	None.
5	7.3.4: Revise policies and procedures to implement storm water BMPs as deemed necessary in the updated municipal operations and facility survey.	*Years 3-5  Goal: To review data received from facility survey and update BMPs deemed necessary.	None.
5	7.3.4: Review procedures for inspections of pollution prevention measures to ensure compliance with regulations.	*Years 1-2  Goal: Update inspection forms.	None.
5	7.3.4: Conduct inspections of pollution prevention measures to ensure proper functioning.	*Years 2-5  Goal: Conduct one pollution prevention measure inspection per month on a City-owned facility and maintain log of inspections.	None.
5	7.3.5: Review City operations and maintenance activities.	*Years 1-2  Goal: Document review of existing operations and maintenance activities.	None.

5	7.3.5: Create list of all municipal activities to be included in the program.	*Years 1-2  Goal: Record and report list of activities to be included in program.	None.
5	7.3.5: Develop and implement a program to reduce pollutant runoff caused by municipal operations	*Years 3-5  Goal: To develop and implement a City Wide Facility Pollutant Runoff Prevention SOP.	None.
5	7.3.6: Upon expiration of existing contracts that relate to City owned properties and have the potential of impacting stormwater quality.	Goal: Evaluate and revise contracts (December deadline, year 2).	None.
5	7.3.6: Implement revised contracts.	*Years 3-5  Goal: To work with local contractors to assess the potential effect of storm water runoff. Ensure the local contractors adopt our practices.	None.
5	7.3.7: Maintain the flow in the City's vegetated drainage channels.	Goal: Maintain a minimum of 180 miles of drainage channels annually (15 miles per month).	None.
5	7.3.7: Reduce the potential for storm water quality impairment due to street runoff.	Goal: Sweep a minimum of 12 miles of streets monthly (144 miles annually).	None.

## F. SWMP Modifications

1. The SWMP and MCM implementation procedures are reviewed each year.

X Yes \_\_\_ No

2. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.

\_\_\_ Yes X No

If "Yes," report on changes made to measurable goals and BMPs:

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)

**Note:** If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible, and why the replacement BMP is expected to achieve the goals of the original BMP.

3. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land, etc.). N/A

### G. Additional BMPs for TMDLs and I-Plans

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

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

### H. Additional Information

1. Is the permittee relying on another entity to satisfy any permit obligations?

Yes  No

If "Yes," provide the name(s) of other entities and an explanation of their responsibilities (add more spaces or pages if needed).

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

2.a. Is the permittee part of a group sharing a SWMP with other entities?

Yes  No

2.b. If "yes," is this a system-wide annual report including information for all permittees?

Yes  No

If "Yes," list all associated authorization numbers, permittee names, and SWMP responsibilities of each member (add additional spaces or pages if needed):

Authorization Number: \_\_\_\_\_ Permittee: \_\_\_\_\_

Authorization Number: \_\_\_\_\_ Permittee: \_\_\_\_\_

Authorization Number: \_\_\_\_\_ Permittee: \_\_\_\_\_

Authorization Number: \_\_\_\_\_ Permittee: \_\_\_\_\_

## I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4 (Large and Small Site Notices submitted by construction site operators):

\_\_\_\_\_ 3 \_\_\_\_\_

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

Yes  No

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

<b>The number of municipal construction activities authorized under this general permit</b>	
The total number of acres disturbed for municipal construction projects	N/A

**Note:** Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.

## J. Certification

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

Name (printed): **Ryan D. Haverlah**

Title: **City Manager**

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

Name of MS4: City of Copperas Cove, Texas

**If you have questions on how to fill out this form or about the Stormwater Permitting program, please contact us at 512-239-4671.**

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512-239-3282.