

DUNCANVILLE

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March 19, 2015

Ms. Jaya Zyman-Ponebshek
Texas Commission on Environmental Quality
Storm Water & Pretreatment Team; MC-148
12100 Park 35 Circle, Building F
Austin, Texas 78753

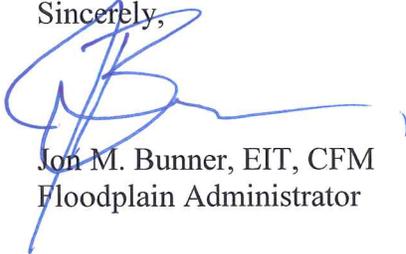
Reference: Applicant: City of Duncanville
Permit Number: TXR040072
Customer Reference Number: CN600428205
Regulated Entity Number: RN105487870

Dear Ms. Zyman-Ponebshek:

Enclosed please find a copy of the TPDES Phase II Small MS4 General Permit Annual Report for the City of Duncanville.

If you need additional information, please contact Jon Bunner at 972-780-5008 or email at jbunner@ci.duncanville.tx.us.

Sincerely,



Jon M. Bunner, EIT, CFM
Floodplain Administrator

cc: TCEQ Water Section
Attn: Mr. Jeff Tate
2309 Gravel Drive
Fort Worth, Texas 76118-6951



City of Champions

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number TXR040072 Annual Report Year: Permit Year 1 (2014)

MS4 Operator Level: 2 Name of MS4/Permittee: City of Duncanville

Contact Name: Jon Bunner Telephone Number: 972-780-5008

Mailing Address: PO Box 380280 Duncanville, TX 75138

E-mail Address: jbunner@ci.duncanville.tx.us

B. Narrative Provisions (Part IV Section B.2.(a))

Provide information on the status of complying with permit conditions: (Part V - Standard Permit Conditions):

	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		

1. Provide a general assessment of the appropriateness of the selected BMPs. Use table below or attach a summary, as appropriate (See Example 1 in instructions):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1	1. Distribute Educational Material	Yes- Approved by TCEQ and appropriate for Public Education, Outreach, and Involvement.
1	2. Web Site	Yes- Approved by TCEQ and appropriate for Public Education, Outreach, and Involvement.
1/2/3	3. Stormwater Reporting Line	Yes - Administratively approved by TCEQ and appropriate for Public Education, Outreach, and Involvement; Illicit Discharge and Elimination, and Construction Site Runoff Control.
1	4. Waste Cleanup	Yes- Approved by TCEQ and appropriate for Public Education, Outreach, and Involvement.
2	5. Illicit Discharge Prohibition/ Elimination Ordinance	Yes - Administratively approved by TCEQ and appropriate for Illicit Discharge and Elimination.
2	6. Storm Sewer System Map	Yes - Administratively approved by TCEQ and appropriate for Illicit Discharge and Elimination.
2	7. IDDE Training	Yes - Administratively approved by TCEQ and appropriate for Illicit Discharge and Elimination.
2	8. IDDE Response, Investigation, and Inspections	Yes - Administratively approved by TCEQ and appropriate for Illicit Discharge and Elimination.
2	9. Spill Response	Yes - Administratively approved by TCEQ and appropriate for Illicit Discharge and Elimination.
2	10. OSSF Procedures	Yes - Administratively approved by TCEQ and appropriate for Illicit Discharge and Elimination.
3	11. Erosion Control Ordinance and Requirements for Construction Site Contractors	Yes - Administratively approved by TCEQ and appropriate for Construction Site Runoff Control.
3	12. Erosion Control Plan Review	Yes - Administratively approved by TCEQ and appropriate for Construction Site Runoff Control.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
3	13. Construction Site Inspection and Enforcement	Yes - Administratively approved by TCEQ and appropriate for Construction Site Runoff Control.
3	14. Engineering and Construction Staff Training	Yes - Administratively approved by TCEQ and appropriate for Construction Site Runoff Control.
4	15. Post-Construction Stormwater Ordinance	Yes - Administratively approved by TCEQ and appropriate for Post-Construction Stormwater Management.
4	16. Development Review	Yes - Administratively approved by TCEQ and appropriate for Post-Construction Stormwater Management.
4	17. Structural Control Maintenance	Yes - Administratively approved by TCEQ and appropriate for Post-Construction Stormwater Management.
5	18. Inventory of Facilities and Stormwater Controls	Yes - Administratively approved by TCEQ and appropriate for Pollution Prevention and Good Housekeeping.
5	19. Employee Training	Yes - Administratively approved by TCEQ and appropriate for Pollution Prevention and Good Housekeeping.
5	20. Disposal of Collected Waste	Yes - Administratively approved by TCEQ and appropriate for Pollution Prevention and Good Housekeeping.
5	21. Contractor Oversight Procedures	Yes - Administratively approved by TCEQ and appropriate for Pollution Prevention and Good Housekeeping.
5	22. Municipal Operations and Maintenance Activity	Yes - Administratively approved by TCEQ and appropriate for Pollution Prevention and Good Housekeeping.

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

MCM	BMP	Parameter	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes / No / Explain)
1	4	Bulk Waste	125	CY	Yes, proper disposal of waste reduces potential for illicit discharges
1	4	Trash	8603	Trash bags	Yes, proper disposal of waste reduces potential for illicit discharges
4	16	Land Use Plan	5	Zoning Requests	Indirect reduction, proper planning of development reduces polluted stormwater runoff
4	16	Development Review	13	Engineering Design Reviews	Indirect reduction, proper design of development reduces polluted stormwater runoff
5	20	Street Sweeping	194	CY	Yes, proper disposal of waste reduces potential for illicit discharges
5	20	Disposal of Collected Storm Sewer System Waste	37	CY	Yes, proper disposal of waste reduces potential for illicit discharges

3. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (See Example 2 in instructions):

MCM(s)	Measurable Goal(s)	Success
MCM 1 BMP 1 Distribute Educational Material	Develop approach to evaluate current stormwater quality educational materials and distribute to public employees, businesses, and the general public.	Met Goal
MCM 1 BMP 2 Web Site	Develop approach to evaluate the existing stormwater website and confirm the content and links are current and applicable.	Met Goal
MCM 1/2/3 BMP 3 Stormwater Reporting Line	Develop an approach to evaluate the current stormwater reporting line program and procedures and educate the public about the stormwater reporting line.	Met Goal
MCM 1 BMP 4 Waste Cleanup	Develop an approach to evaluate opportunities and public receptiveness for additional waste cleanup activities.	Met Goal
MCM 2 BMP 5 Illicit Discharge Prohibition/ Elimination Ordinance	Continue enforcement of the illicit discharge ordinance. Develop an approach to review existing ordinances to determine need for additional ordinance requirements to provide permittee with adequate legal authority to control pollutant discharges.	Met Goal
MCM 2 BMP 6 Storm Sewer System Map	Develop an approach to review existing map of the stormwater outfall drainage system to determine if an update is needed.	Met Goal
MCM 2 BMP 7 IDDE Training	Develop an approach to evaluate the activities requiring personnel training related to IDDE (Storm Sewer System Mapping, IDDE inspections, IDDE response and investigations, Spill Response, Stormwater Reporting Line, etc.).	Met Goal
MCM 2 BMP 8 IDDE Response, Investigation, and Inspections	Develop an approach to evaluate procedures for responding to illicit discharges, investigating illicit discharges, enforcing the corrective action of the responsible party, reporting to TCEQ if a threat to human health or the environment is detected, and performing scheduled inspections.	Met Goal
MCM 2 BMP 9 Spill Response	Continue implementation of spill response procedures and training through the Fire Department. Develop an approach to evaluate existing spill response procedures and training.	Met Goal
MCM 2 BMP 10 OSSF Procedures	Develop an approach to evaluate existing protocols for monitoring private on-site sewage disposal systems that have the potential to discharge into the MS4.	Met Goal

MCM(s)	Measurable Goal(s)	Success
MCM 3 BMP 11 Erosion Control Ordinance and Requirements for Construction Site Contractors	Continue enforcement of erosion control ordinance. Develop an approach to review existing ordinances to identify adequacy of erosion control, soil stabilization, and prohibited discharges.	Met Goal
MCM 3 BMP 12 Erosion Control Plan Review	Develop an approach to maintain and implement construction site plan review procedures that consider potential water quality impacts and site specific erosion and sediment control measures.	Met Goal
MCM 3 BMP 13 Construction Site Inspection and Enforcement	Develop an approach to implement and maintain procedures for inspecting large and small construction projects during the active construction phase, including enforcement procedures.	Met Goal
MCM 3 BMP 14 Engineering and Construction Staff Training	Develop an approach to evaluate training procedures for staff with duties related to construction permitting, plan reviews, inspections, or enforcement activities.	Met Goal
MCM 4 BMP 15 Post-Construction Stormwater Ordinance	Continue enforcement of the post-construction stormwater ordinance. Develop an approach to review the existing ordinance and guidance documents.	Met Goal
MCM 4 BMP 16 Development Review	Develop an approach to evaluate the existing design review process for planned construction projects one acre or more in size to protect stormwater quality.	Met Goal
MCM 4 BMP 17 Structural Control Maintenance	Develop an approach to implement maintenance procedures for structural controls at a frequency that maintains effectiveness.	Met Goal
MCM 4 BMP 18 Inventory of Facilities and Stormwater Controls	Develop an approach to identify all City-owned and operated facilities and stormwater controls.	Met Goal
MCM 5 BMP 19 Employee Training	Develop an approach to evaluate the existing employee training methods.	Met Goal
MCM 5 BMP 20 Disposal of Collected Waste	Develop an approach to implement proper disposal of waste removed from the MS4.	Met Goal
MCM 5 BMP 21 Contractor Oversight Procedures	Develop an approach to oversee contractors hired by the City to perform maintenance activities on city-owned facilities and to contractually require the contractors to comply with the stormwater management program.	Met Goal

MCM(s)	Measurable Goal(s)	Success
MCM 5 BMP 22 Municipal Operations and Maintenance Activity	Develop an approach to implement pollution prevention measures identified through municipal operation and maintenance activity assessments.	Met Goal

C. Stormwater Monitoring Data (Part IV Section B.2.(b))

1. The MS4 has conducted analytical monitoring of stormwater quality and submitted in the annual report.

Yes No

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

N/A

D. Impaired Waterbodies (Part IV Section B.2.(c))

1. If applicable, explain below or attach a summary of 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

2. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL (*Part II Section D.4.(a)*):

N/A

3. Report the benchmark identified by the MS4 and assessment activities (*Part II Section D.4.(a)(6)*):

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

4. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark (*Part II Section D.4.(a)(4)*):

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
N/A		

5. If applicable, report on focused BMPs to address impairment (*Part II Section D.4.(a)(5)*):

Pollutant to Address <i>(Ex: Bacteria)</i>	Description of Focused BMP	Comments/Discussion
N/A		

6. Describe progress in achieving the benchmark (*Part II.D.4.(a)(6)*):

Benchmark Indicator	Description/Comments
N/A	

E. Stormwater Activities (Part IV Section B.2.(d))

Describe any stormwater activities the MS4 operator has planned for the next reporting year. Use the table or attach a summary, as appropriate:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1	Distribute Educational Material	Evaluate current stormwater quality educational material.
1	2	Web Site	Evaluate existing stormwater websites and confirm content and links are current and applicable. Research and identify additional content for the stormwater webpage, as needed.
1/2/3	3	Stormwater Reporting Line	Evaluate the current stormwater reporting line program and procedures, and revise/update the procedures as needed. The procedures should include details addressing documentation, dispatching to appropriate personnel, and an annual review of the program.
1	4	Waste Cleanup	Continue offering waste cleanup activities (e.g., bulk waste cleanup, household hazardous waste collection, park cleanup). Evaluate opportunities and public receptiveness for additional waste cleanup activities.
2	5	Illicit Discharge Prohibition/ Elimination Ordinance	Continue enforcement of the illicit discharge ordinance. Review existing ordinances to determine need for additional ordinance requirements to provide permittee with adequate legal authority to control pollutant discharges. If necessary, begin drafting revised/new illicit discharge prohibition ordinance for public review and comment. Consider soliciting input from the public for the draft ordinance.
2	6	Storm Sewer System Map	Develop written procedures to identify regulated stormwater outfalls and drainage system features and update the storm sewer system map.
2	7	IDDE Training	Evaluate the activities requiring personnel training related to IDDE (Storm Sewer System Mapping, IDDE inspections, IDDE response and investigations, Spill Response, Stormwater Reporting Line, etc.).

MCM(s)	BMP	Stormwater Activity	Description/Comments
2	8	IDDE Response, Investigation, and Inspections	<p>Evaluate procedures for responding to illicit discharges, investigating illicit discharges, enforcing the corrective action of the responsible party, reporting to TCEQ if a threat to human health or the environment is detected, and performing scheduled inspections.</p> <p>Determine if additional staff or programs are necessary.</p>
2	9	Spill Response	<p>Continue implementation of spill response procedures and training through the Fire Department.</p> <p>Evaluate existing spill response procedures and training, and modify as necessary to protect water quality.</p>
2	10	OSSF Procedures	<p>Evaluate existing protocols for monitoring private on-site sewage disposal systems that have the potential to discharge into the MS4.</p>
3	11	Erosion Control Ordinance and Requirements for Construction Site Contractors	<p>Continue enforcement of erosion control ordinance.</p> <p>Review existing ordinances to identify need for additional ordinance requirements for erosion control, soil stabilization, and prohibited discharges.</p> <p>If necessary, begin drafting revised/new erosion control ordinance for public review and comment. Solicit input from the public for the draft ordinance.</p> <p>Develop procedures for construction site operators including erosion and sediment controls, soil stabilization, and BMPs.</p> <p>Develop methods for monitoring prohibited discharges.</p>
3	12	Erosion Control Plan Review	<p>Evaluate existing construction site plan review procedures, including documentation procedures, to determine if modifications are necessary to consider potential water quality impacts and site specific erosion and sediment control measures.</p>
3	13	Construction Site Inspection and Enforcement	<p>Evaluate existing construction site inspection and enforcement procedures and determine if the inspection procedures adequately address TPDES permit coverage, effectiveness of control measures, compliance with local ordinances and regulations, and necessary follow-up inspection and enforcement actions.</p>
3	14	Engineering and Construction Staff Training	<p>Evaluate the existing procedures for training staff with duties related to construction permitting, plan reviews, inspections, or enforcement activities.</p>

MCM(s)	BMP	Stormwater Activity	Description/Comments
4	15	Post-Construction Stormwater Ordinance	<p>Continue enforcement of the post-construction stormwater ordinance.</p> <p>Review the existing ordinance and guidance documents to identify if revisions are necessary to effectively control stormwater discharges from new development and redeveloped sites and to require long-term maintenance.</p> <p>If necessary, begin drafting updated language for the ordinance for public review and comment. Solicit input from the public for the draft ordinance.</p>
4	16	Development Review	<p>Evaluate the existing design review process for planned construction projects one acre or more in size to protect stormwater quality.</p>
4	17	Structural Control Maintenance	<p>Develop procedures to implement maintenance activities for structural controls at a frequency that maintains their effectiveness. If the owners or operators of privately owned structural controls are required to maintain their structural controls, include procedures for filing maintenance plans in the real property records of the county and documentation of operation and maintenance activities.</p> <p>If applicable, develop procedures for educating the public that operation and maintenance activities must be documented and retained on site to be made available for review to show compliance with long-term maintenance plans.</p>
5	18	Inventory of Facilities and Stormwater Controls	<p>Evaluate the activities and personnel necessary to identify all City-owned and operated facilities and stormwater controls.</p>
5	19	Employee Training	<p>Evaluate the existing employee training methods.</p>
5	20	Disposal of Collected Waste	<p>Begin identifying sources of waste requiring disposal as part of stormwater management program activities.</p>
5	21	Contractor Oversight Procedures	<p>Evaluate the actions necessary to develop procedures to oversee contractors hired by the City to perform maintenance activities on city-owned facilities and to contractually require the contractors to comply with the stormwater management program.</p>

MCM(s)	BMP	Stormwater Activity	Description/Comments
5	22	Municipal Operations and Maintenance Activity	<p>Evaluate municipal operation and maintenance activities for their potential to discharge pollutants into stormwater, and identify pollutants of concern used by the City.</p> <p>Begin developing written procedures to perform assessments on municipal operation and maintenance activities and implementing pollution prevention measures that will reduce the discharge of pollutants into stormwater. Include visual inspection procedures and documentation procedures to confirm pollution prevention measures are functioning as intended.</p>

F. SWMP Modifications (Part IV Section B.2.(e))

1. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.
 ____ Yes No

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

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

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.

2. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land etc.):

G. Additional BMPs (Part IV Section B.2.(f))

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 (Part IV Section B.2.(g))

1. Is the permittee relying on another entity/ies to satisfy some of its permit obligations?

Yes No

2.a. Is the named permittee 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

I. Construction Activities (Part IV Section B.2.(h-i))

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

Yes No

1.b. If 'yes,' then provide the following information for this permit year:

The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	
The number of construction projects in the jurisdiction of the MS4 where the permittee was not the construction site operator (as provided in submittals to the MS4 operator via notices of intent or site notices)	

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

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): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Note: 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).