



Annual Reporting Requirements for Phase II (Small) MS4s TPDES General Permit Number TXR040000

Within 90 days of the end of each permit year (see table below), regulated Phase II Municipal Separate Storm Sewer Systems (MS4s) must submit annual reports to the Texas Commission of Environmental Quality (TCEQ) for that permit year. As required by the Texas Pollutant Discharge Elimination System (TPDES) General Permit Number TXR040000, an MS4 operator must annually review its Storm Water Management Program (SWMP) in conjunction with the preparation of the annual report. This document contains a suggested format for annual reporting.

Permit Year	Permit Year Dates	Due Date
1	8/13/07 – 8/12/08	11/12/2008
2	8/13/08 – 8/12/09	11/12/2009
3	8/13/09 – 8/12/10	11/12/2010
4	8/13/10 – 8/12/11	11/12/2011
5	8/13/11 – 8/12/12	11/12/2012

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

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

The annual report must include:

the status of compliance with permit conditions, an assessment of the appropriateness of best management practices (BMPs), a description of progress towards reducing the discharge of pollutants to the maximum extent practicable (MEP), the measurable goals for each of the minimum control measures (MCM), and an evaluation of the program's progress;

- (a) if applicable, the status of any control measures implemented by the permittee during the permit year;
- (b) a summary of any information (including monitoring data) collected and analyzed during the permit year that was used to evaluate reductions in the discharge of pollutants;

- (c) a summary of the storm water activities the MS4 operator plans to undertake during the next permit year;
- (d) proposed changes to the SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements;
- (e) the number of municipal construction activities authorized under this general permit and the total number of acres disturbed;
- (f) the number of non-municipal construction activities that occurred within the jurisdiction of the permittee (as noticed to the permittee by the construction operators); and
- (g) if applicable, notification that the MS4 operator is relying on another government entity to satisfy some of its permit obligations.

The annual report must be submitted to the following address:

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

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

**Instructions for Phase II (Small) MS4 Annual Report
TPDES General Permit Number TXR040000**

Use these instructions to assist in completing the MS4 Annual Report Form starting on page 11.

A. General Information

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

B. SWMP Modifications and Additional Information

1. If changes have been made or are proposed to the SWMP, those modifications must be addressed in the annual report as required in Part II Section D 3 of the permit. If the TCEQ has notified you in writing that changes to the SWMP are necessary, those changes must be included in the report. Be sure to provide the following information in the explanation:
 - (a) Describe changes made to or proposed for the SWMP during the permit year, including changes to BMPs, measurable goals, dates, contacts, procedures or details during the permit year.

- (b) If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible and why the replacement BMP is expected to achieve the goals of the original BMP.
- (c) A Notice of Change (NOC) is required if revisions are proposed to a SWMP that has already been approved by the TCEQ. If the initial SWMP has not been approved, submit a letter describing the change(s) so that information may be considered during the SWMP review process. If an NOC is required, it must be submitted to the address shown on the NOC form. Do not attach the form to this report.
2. If the MS4 has annexed land, attach a description (or map) indicating the newly annexed area located within a regulated area, the BMPs to be implemented, and any resulting updates to the SWMP.
 3. If the receiving water body is newly listed as impaired or a Texas Maximum Daily Load (TMDL) has been established, refer to Part II Section C of general permit TXR040000 for additional information about limitations on permit coverage, compliance with water quality standards, and prohibited discharges (Edwards Aquifer Recharge Zone, specific watersheds, etc.).
 - Impaired waters are those that do not meet applicable water quality standards and are listed on the Clean Water Act § 303(d) list. Constituents of concern are those for which the water body is listed as impaired. New sources or new discharges of the constituent(s) of concern to impaired waters are not authorized by the permit unless otherwise allowable under 30 TAC Chapter 305 and applicable state law. To determine if your receiving water has been listed as impaired, refer to the Texas 2008 List of Impaired Waters on the TCEQ website at <http://www.tceq.state.tx.us/compliance/monitoring/water/quality/data/o8twqi/twqi08.html>.
 - A TMDL is the maximum amount of a water quality contaminant that can be discharged into a body of surface water on a daily basis without causing an exceedance of surface water quality standards. More information about TMDLs is located on the TCEQ website at <http://www.tceq.state.tx.us/implementation/water/tmdl/tmdlprogram.html>.
 - NOTE: Discharges of constituent(s) of concern to impaired water bodies for which there is a TMDL implementation plan are not eligible for coverage under this general permit unless they are consistent with the approved TMDL and the implementation plan. In order to be eligible for permit coverage, MS4 operators must incorporate into their SWMP the limitations, conditions and requirements applicable to their discharges, including monitoring frequency and reporting as required by the TCEQ rules. For discharges not eligible for coverage under this general permit, the discharger must apply for and receive an individual TPDES permit.
 4. Indicate whether the MS4 has conducted analytical monitoring of storm water quality. Provide an explanation along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable (MEP). Include a discussion of results with the explanation or summary.

C. Narrative Provisions

1. Provide a brief description on the status of complying with permit conditions, including compliance with the SWMP that TCEQ approved, compliance with record keeping and reporting requirements, and compliance with permit eligibility requirements.
2. Provide a general assessment of the appropriateness of the selected BMPs, including whether any of the selected BMPs are not appropriate.
3. Describe progress towards reducing the discharge of pollutants. Summarize any information used to evaluate reductions in the discharge of pollutants. This information can be included in a tabular format as provided in the form, or described in a narrative format following the table.
4. Provide a general evaluation of the program's progress, including any obstacles or challenges in meeting the SWMP schedule, etc.
5. Provide the number of construction projects in the jurisdiction of the MS4 where the permittee was not the construction site operator (as provided in submittals to the MS4 operator via notices of intent or site notices).
6. Does the permittee utilize the seventh MCM related to construction? To answer "Yes," this must have been requested on the Notice of Intent (NOI) or on an NOC and approved by the TCEQ.
 - (a) If "Yes," then provide information about the number of municipal construction activities authorized under this general permit and the total number of acres disturbed for municipal construction projects.
7. Requirements for Specific Minimum Control Measures (MCMs):
 - (a) For MCM 1 - Public Education and Outreach, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.
 - (b) Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.).
 - (c) For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), include a synopsis of the changes to the SWMP that are necessary to meet any local controls, conditions and/or programs being established for non-storm water discharges. Indicate if not applicable.
8. Other than the SWMP modifications indicated in Section B, describe any proposed changes to the SWMP in the coming reporting year.
9. Describe any activities that are planned for the next permit year that have not already been described above.

D. Storm Water Management Program Status

Each MS4 is required to evaluate compliance with permit requirements and assess the appropriateness of the BMPs in reducing the discharge of pollutants to the maximum extent

practicable. The purpose of the annual report is to describe the status of compliance with permit conditions – specifically the implementation of selected BMPs and the progress towards achieving the measurable goals for each BMP. Using Table 1 provided with these instructions, summarize the status of all BMPs specified in the SWMP, as follows:

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

Best Management Practices: BMPs are the specific long-term activities and practices that will be implemented to prevent or reduce storm water pollution. Examples include public service announcements, outfall inspections, and construction site plan reviews. List all of the BMPs specified in the SWMP, including any new BMPs. For a shared SWMP, include the name of the responsible MS4 operator(s) in this column. See Example 1: BMP Status

Measurable Goals: Measurable goals are the ongoing tasks and interim steps that demonstrate progress toward implementing a specific BMP. List all measurable goals from the SWMP, and include any new measurable goals. If you have developed a storm water ordinance during the permit year, include a description or citation of the ordinance, or simply attach a copy of the ordinance. See Example 2: Measurable Goals Status

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

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

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

See: Example 1. BMP Status

Example 2. Measurable Goals Status

Example 1 – BMP Status

MCM(s)	BMP	Year 1 Milestone(s)	New or Revised (submit NOC as needed)	Start Date	Status / Completion Date (completed, in progress, not started)
3: Illicit Discharge Detection and Elimination	Map all outfalls and all water bodies receiving discharges from MS4.	Completed storm sewer system map includes all outfalls and names and locations of all water bodies		January 2008	Completed June 2008.
3: Illicit Discharge Detection and Elimination	Perform field screening of outfalls.	Develop protocol to screen outfalls, and research sampling equipment.		August 2008	Did not complete. City was not required to implement SWMP because SWMP was not approved by TCEQ. City revised original schedule during initial SWMP review to require this milestone be met in Years 1 or 2.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Researched other municipalities' ordinances	X	July 2007	Completed - Revised start date from March 2007 to July 2007.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Integrated language from model ordinance		September 2007	Completed December 2007.
4/5: Construction Site Control and	Implement storm water ordinance for	Storm water ordinance has been drafted		March 2008	In progress - Draft ordinance presented to City

MCM(s)	BMP	Year 1 Milestone(s)	New or Revised (submit NOC as needed)	Start Date	Status / Completion Date (completed, in progress, not started)
Post-Construction Site Control	construction and post-construction runoff control				Council June 2008 - Approval pending, expected completion date July 2009.
6: Pollution Prevention & Good Housekeeping for Municipal Operations	Train all public works and streets staff	Approx. 20 staff trained. Staff educated on good housekeeping/ pollution prevention and upcoming storm water ordinance		April 2007	In progress - annual training every April

Example 2– Measurable Goals Status

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

MCM	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
	Send two employees each year to a storm water training workshop.	Met goal	None

E. Certification

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

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

F. Cover Letter

Please submit the annual report with a cover letter to insure that the report reaches the Storm Water & Pretreatment Team. Send the report and cover letter to the TCEQ at the following address. See cover letter template on page 19.

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

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

1. Permit Number TXR040078 Annual Report Year: 2011-2012 (Year 5)

Name of MS4 / Permittee: City of Pflugerville

Contact Name: Patrick Wells Telephone Number: 512-990-6348

Mailing Address: 201-B East Pecan St. Pflugerville, Texas 78691-0589

E-mail Address: patrickw@pflugervilletx.gov

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

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

Name and Explanation: *A cooperative effort amongst both Pflugerville & Travis County establishes jurisdictional authority within the City of Pflugerville Extra-Territorial Jurisdiction (ETJ). The City relies on Travis County to enforce TPDES rules and regulations as applicable on projects subject to the stormwater regulations. During permit year 5, an interlocal agreement was adopted detailing the specifics of the obligations of each entity.*

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

a. If the answer to Number 3 is "Yes," list all associated permit numbers and permittee names (add additional spaces or pages if needed):

Permit Number: _____ Permittee: _____

b. If the answer to Number 3 is "Yes," is this a system-wide annual report including information for all permittees?

_____ Yes _____ No

Explanation, if any _____

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

B. SWMP Modifications and Additional Information.

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

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

b. If the answer to Number 1.a. is "Yes," has the TCEQ already approved the original SWMP? _____ Yes _____ No

c. If the answer to Number 1.a. is "Yes," indicate whether an NOC (or letter) has been submitted to document the changes to the approved SWMP as required by the general permit. (Note that if an NOC is required, it must be submitted to the address shown on the NOC. Do not attach the original NOC form to this report.) Yes No

2. The MS4 has annexed lands since obtaining permit coverage. If "Yes," please explain. Yes No

3. A receiving water body is newly listed as impaired or a TMDL has been established. If yes, please explain.

Yes No

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

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

All monitoring data has been conducted by the LCRA within the Gilleland Creek Watershed. In accordance with MCM 3, the City established the Illicit Discharge Detection Elimination Program (IDDEP). The function of this program is to detect the presence of illicit connections and improper discharges to the MS4, and then to eliminate any discovered or traced source. The primary goal of the IDDEP program is to take appropriate action to correct or minimize discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment. The City implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system.

The City's Engineering Department underwent numerous organizational changes in 2012, which included the addition of an MS4 Stormwater Specialist and hiring of a new City Engineer. This organizational change has improved customer service and fostered better communication and effectiveness regarding the progress of the MS4 program. Especially in regard to the implementation and maintenance of erosion/sediment control components in order to reduce the load of sediment and other pollutants entering Pflugerville's lakes and streams.

The City maintains spreadsheets for tracking the SWMP. Categories include tracking public education & participation activities, monitoring inspection and enforcement, and employee training sessions. The SWMP spreadsheets are attached as documentation in this annual report.

An MS4 program was developed, implemented, and enforced to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment, and construction site activities.

C. Narrative Provisions

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

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		<i>The City has continually worked to complete all BMPs approved in the SWMP.</i>
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		<i>The City has kept all documentation needed for proof of BMP completion.</i>
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	X		<i>All necessary forms and documentation; including NOIs, NOTs, NOCs, annual reports, site notices, SWP3s, etc. are completed and submitted as required.</i>

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

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

Provide explanation: *The BMPs that have been proposed and approved by the City of Pflugerville are currently proving as appropriate to reduce pollutants and protect the City's stormwater quality to the maximum extent practicable. The BMPs having been implemented represent the community's priorities and also enable the City to comply with the TCEQ General Permit as an operator of a small MS4. In the last half of the fifth permit year, Pflugerville Storm Water staff addressed many of the concerns discovered while establishing program priorities. These include the need for more information resources available to the public and enhancing enforcement efforts involving construction activities. Staff created a webpage to educate the public on storm water awareness (www.pflugervilletx.gov/stormwater), and email address (stormwater@pflugervilletx.gov). These measures*

provide the City with the needed experience to take a proactive approach to stormwater management for the community's health. As the MS4 program matures, positive progression has increased towards the overall goal of reducing the discharges of pollutants, protecting water quality, and maintaining community health. Events such as Clean Up Day and Earth/Arbor Day help create awareness around the community.

Progress has been noted in areas such as processing of permits, plan review, inspections, and enforcement capability. This progression demonstrates how the City meets the requirements of the general permit. Thorough review measures include plan reviews for permanent stormwater facilities/BMPs, recordkeeping, and enforcement measures consistent with the stormwater ordinance. The City requires a SWP3 in accordance with the TPDES permit process. A copy of the NOI or Construction Site Notice is required to be submitted before construction begins.

The BMPs that have been implemented are measurable and anticipated to make significant improvements in the City's stormwater quality, and are achievable given the appropriate resources. The City of Pflugerville is pleased to report excellent progress for year 5 compliance with requirements of TPDES Phase II permit TXR040078.

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

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

Or, provide explanation below:

Monitoring data has not been required at this point to be taken or conducted to evaluate the reduction in discharge of pollutants. LCRA will continue to monitor two sites in Gilleland Creek, one of which is in assessment unit 4 containing Pflugerville. TCEQ will assess Gilleland Creek every 2 years as part of updating the Texas Water Quality Inventory and 303(d) List. Public Education and Involvement have made a positive impact as evidenced by an increase in complaints to Code Ordinance Enforcement and requests for information on the recycling center for disposal information for items such as batteries, paints, & fluorescent lights.

The Texas Stream Team monitors & samples at different locations. The data collected has the potential to reveal areas needing further monitoring, remediation, and/or enforcement. Citizens visiting the Public Works yard have access to free compost, which provides residents with practical alternatives to over-applying fertilizer, potentially reducing the amount of excessive nutrients to local waterways.

*While Pflugerville's Engineering Design Guidelines information does not provide a pollutant removal figure, the effect of the actions referenced can be directly linked to prevention of pollutants into the MS4. Less tangible progress toward reducing pollutant discharge to the MEP include the Sanitary Sewer Video Testing (BMP 305) and Site Inspection and Enforcement (BMP 403) programs. Pflugerville's Sanitary Sewer inspection helps identify potential cross-connections with the City's storm sewer system to keep sanitary waste from being leaked into the MS4. The amount of repairs and replacements made to the sanitary sewer system based on information obtained through the Sanitary Sewer program is included in **Attachment 3C**.*

These programs will continue to assist in pollution prevention in permit year five. At this time, Pflugerville staff believes that the information provided demonstrates that reduction in pollutant discharge to the MS4 has been performed to the MEP. It is anticipated that subsequent permit years will show further progress.

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

The City of Pflugerville continues to make significant progress in the implementation of its SWMP. The SWMP and Stormwater Ordinance drafted by City staff and adopted by City Council has generated great interest in the program interdepartmentally, as well as publicly. The ordinance addresses runoff from new development, redevelopment, and construction site activities at sites one acre and greater, and which retains all existing local policies and procedures for sites less than one acre. The ordinance includes provisions allowing City inspectors the legal authority to inspect private stormwater facilities that discharge into the City's MS4. In conjunction with the Stormwater Ordinance, the City has developed and implemented enforcement initiatives to reduce pollutants in stormwater runoff from new development, redevelopment, and construction site activities. This applies to all sites one acre and greater, including projects less than one acre that are part of a larger common plan of development or sale.

The program applies to both private and public development, including roads. The program is enforced through the City Ordinance described above as well as through the City's Engineering Design Guidelines.

In the fifth permit year efforts were made to conduct multiple meetings in order to meet the implementation schedule. With the addition of hiring a Stormwater Specialist and new City Engineer, the MS4 program becomes more prevalent as enforcement efforts & public education become key components of enhancing the SWMP.

A Public Works/Wastewater Treatment Plant Industrial Storm Water Pollution Prevention Plan (SWP3) was developed and implemented during the fifth permit year. Overall, the fifth permit year focused on completing BMPs that did not meet expectations during the previous permit years, these include BMPs involving multiple MCMs. Primary focus was given to enhancing Public Education, training city employees on municipal BMPs, increasing enforcement efforts with training, adoption of a Stormwater Ordinance, and implementing an Interlocal Agreement with Travis County.

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

The City received 9 Notice of Intent notifications during permit year 5.

6. Does the permittee utilize the optional seventh MCM related to construction? _____ Yes No

If "Yes," then provide the following information for this permit year:

- a. The number of municipal construction activities authorized under this general permit: _____
- b. The total number of acres disturbed for municipal construction projects: _____

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

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

a. For MCM 1 - Public Education and Outreach, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.

For MCM 1 - Public Education and Outreach, documentation of activities conducted and materials used are provided on the individual BMP Status pages. Documentation includes web page screen shots, copies of brochures, and other educational media. Copies are included in the enclosed attachment with this report.

b. Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.).

See attachment 1C for an inventory of Public Outreach materials.

c. For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), indicate whether you have developed a list of allowable non-storm water discharges, other than those already listed in the general permit. If you have developed a list and have made any changes to the local controls, conditions and/or programs being established for discharges, include this information below. If you do not have any changes for this permit year, indicate that this item is not applicable.

The City's adopted Stormwater Ordinance includes a list of allowable non-stormwater discharges that includes the already listed items in the general permit. Other items not included in the general permit listed as allowable are non-commercial washing of vehicles and natural riparian habitat or wet-land flows. These discharges are of common or incidental non-storm water discharges that will not be addressed as illicit discharges requiring elimination.

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

The changes anticipated for the SWMP are dependent upon the requirements for the next permit term and will implement according to the specifications of the new MS4 permit term.

9. Describe any activities planned for the next permit year, not already described.

Outreach and education will remain continuous. A variety of educational materials have been obtained and various methods of distribution have been evaluated. The distribution of educational materials will remain consistent given appropriate funding and resources are available. Water bill messages and/or inserts will be considered for future permitting terms as the MS4 Program matures. Also, education within local schools is anticipated to begin, as available resources become more accessible. Outfall mapping will continue with electronic input of all stormwater outfalls and incorporation into the City's GIS mapping system. Illicit discharge detection and elimination will continue as well, with expectations to target more specific groups, and improve enforcement efforts. Reviews of submitted erosion/sediment control plans will help ensure that compliance efforts are enforced from the start of a project is expected. The City's Engineering Design Guidelines will emphasize specific details and requirements to assist area developers regarding construction and post-construction storm water controls. Municipal owned property inspections are expected to continue with training and researching methods of water quality controls as necessary. Funding for the MS4 program will also continue and other methods of providing funding such as utility bill inserts will be considered in the future as applicable. The MS4 Program consisting of a Stormwater Coordinator and the City Engineer, is expected to be further advanced than previous permit terms with an established stormwater ordinance, an interlocal agreement, and cooperation from citizens and TPDES permittees as well.

D. Storm Water Management Program Status

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

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs All	BMP 001 Storm Water Management Structure	Establish a staff committee to address stormwater management structure issues		Nov. 2010	<i>Completed/Nov. 2010</i>
Related MCMs All	BMP 001 Storm Water Management Structure	Review existing city stormwater structure and assign/coordinate implementation of BMPs within City Departments		Nov. 2010	<i>Completed/Nov. 2010</i>
Related MCMs All	BMP 001 Storm Water Management Structure	Establish draft stormwater management structure		Dec. 2010	<i>Completed/Dec. 2010</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs All	BMP 001 Storm Water Management Structure	Finalize the stormwater management structure for the City and report plan to Council		Jan. 2011	<i>Completed/Jan. 2011</i>
Related MCMs	BMP 001 Storm Water Management	Council adoption of structure		Jan. 2011	<i>Completed/Jan. 2011</i>
Related MCMs 3,4,5,	BMP 002 Storm Water Pollution Control Ordinance	Assign the task of preparing the stormwater pollution control ordinance to an appropriate individual		Jan. 2011	<i>Completed/Jan. 2011</i>
Related MCMs 3,4,5,	BMP 002 Storm Water Pollution Control Ordinance	Review existing codes of the City and ordinances adopted by other entities regarding stormwater		April 2011	<i>Completed/May 2011</i>
Related MCMs 3,4,5,	BMP 002 Storm Water Pollution Control Ordinance	Planning and Zoning/Council Work session to review ordinance issues		Sept. 2011	<i>Completed/December 2011</i>
Related MCMs 3,4,5,	BMP 002 Storm Water Pollution Control Ordinance	Develop draft stormwater pollution control ordinance		Aug. 2011	<i>Completed/December 2011</i>
Related MCMs 3,4,5,	BMP 002 Storm Water Pollution Control Ordinance	Planning and Zoning Public Hearing and Adoption of ordinance		Oct. 2011	<i>Completed/December 2011</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 3,4,5,	BMP 002 Storm Water Pollution Control Ordinance	City Council Public Hearing and first adoption of ordinance		Oct. 2011	<i>Completed/December 2011</i>
Related MCMs 3,4,5	BMP 002 Storm Water Pollution Control Ordinance	Final Adoption of stormwater pollution control ordinance by the City Council		Dec. 2011	<p><i>Completed/Dec. 2011</i></p> <p><i>(Became effective Feb. 2012)</i></p> <p><i>The City developed an ordinance that addresses runoff from new development, redevelopment, and construction site activities at sites one acre or greater, and which retains all existing local policies and procedures for sites less than one acre. In conjunction with the Stormwater Ordinance, the City has developed and implemented a program to reduce pollutants in stormwater runoff from new development, redevelopment, and construction site activities. The program is being applied to all sites one acre and greater, including projects less than one acre that are part of a larger common plan of development or sale. The program applies to both private and public development, including roads. The program is enforced through the City Ordinance described above as well as through the City's Engineering Design Guidelines. See attachment 1A</i></p>
Related MCMs 7	BMP 003 Evaluation of a Minimum Control Measure for Municipal Construction	Assign the task of evaluating the seventh MCM to appropriate individuals or committee for study		Apr. 2011	<i>Completed/Feb. 2012</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 7	BMP 003 Evaluation of a Minimum Control Measure for Municipal Construction	Review existing regulations for municipal operations		Jun. 2011	<i>Completed/Feb. 2012</i>
Related MCMs 7	BMP 003 Evaluation of a Minimum Control Measure for Municipal Construction	Evaluate whether to develop seventh MCM for City Operation		Aug. 2011	<i>Completed/Feb. 2012</i>
Related MCMs N/A	BMP 003 Evaluation of a Minimum Control Measure for Municipal	Decision: Adopt the seventh MCM or drop further consideration		Sept. 2011	<i>Completed/Feb. 2012 MCM 7 decision withdrawn</i>
Related MCMs N/A	BMP 003 Evaluation of a Minimum Control Measure for Municipal	If the Decision is to adopt the seventh MCM, the following additional steps will be taken:		TBD	<i>NA</i>
Related MCMs N/A	BMP 003 Evaluation of a Minimum Control Measure for Municipal Construction	Determine how implementation of the seventh MCM fits into the stormwater management structure (BMP 001)		Oct. 2011	<i>NA</i>
Related MCMs N/A	BMP 003 Evaluation of a Minimum Control Measure for Municipal Construction	Assign task of establishing appropriate BMPs for the seventh MCM		Nov. 2011	<i>NA</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs N/A	BMP 003 Evaluation of a Minimum Control Measure for Municipal	Develop and adopt appropriate BMPs for the seventh MCM		Dec. 2011	NA
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Establish regular communications with Travis County stormwater managers to discuss necessary interlocal agreements		Dec. 2010	<i>Completed/March 2012</i> <i>Regular contact and meetings with Travis County were conducted and helped solidify the Interlocal Agreement</i>
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Develop a draft interlocal agreement with Travis County		Aug. 2011	<i>Completed/August 2012</i>
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Present draft interlocal agreement to Council		Dec. 2011	<i>Completed/August 2012</i>
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Adopt an interlocal agreement on stormwater management with Travis County.		Aug. 2012	<i>Completed/August 2012</i> <i>An Interlocal Agreement between Travis County and City of Pflugerville was adopted in August 2012 by the Pflugerville City Council. See Attachment 1B</i>
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Evaluate the potential for interlocal agreements with other entities and agencies		Aug. 2011	<i>Completed/Feb. 2012</i> <i>Travis County is the only entity in the City's ETJ regarding the City's SWMP.</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	If other interlocal agreements are determined to be needed, the following additional steps will be		N/A	<i>N/A as the City will not develop any other interlocal agreements</i>
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Establish appropriate communications with other entities to discuss interlocal agreement development		N/A	N/A
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Develop draft interlocal agreements		N/A	N/A
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Present draft interlocal agreements with other entities to Council		N/A	N/A
Related MCMs 1,2,3,4,5	BMP 004 Development of Interlocal Agreements	Adopt additional interlocal agreements		N/A	N/A
Related MCMs 1,2	BMP 101 Development of Comprehensive Public Education Program	Review existing public education and outreach programs		Mar. 2011	<i>Completed/March 2011</i>
Related MCMs 1,2	BMP 101 Development of Comprehensive Public Education Program	Prepare information on City's MS4 permit and stormwater management activities		Apr. 2011	<i>Completed/April 2011</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2	BMP 101 Development of Comprehensive Public Education Program	Determine schedule for each outreach program		May 2011	<i>Completed/May 2011</i>
Related MCMs 1,2	BMP 101 Development of Comprehensive Public Education Program	Distribute stormwater management information as determined		Jun. 2011	<p><i>Completed/On-going</i></p> <p><i>The City tracks and maintains records of all public education and outreach activities conducted. Multiple methods of distribution were applied. Including city website, local TV access channel, local newspaper, employee newsletter, & council presentation. Brochures focus on BMPs and target both the construction industry and residential communities. These brochures emphasize the City's Storm Water Program and other helpful links that are resources for developing a construction Storm Water Pollution Prevention Plan (SWPPP) and residential tips for preventing storm water pollution. – Copies of all material used during public education and outreach activities will be maintained, as well as photos, descriptions of feedback, and other information.</i></p>
Related MCMs 1,2	BMP 101 Development of Comprehensive Public Education Program	Record activities and document progress		Jun. 2011	<p><i>Completed/July 2012</i></p> <p><i>A list of events, activities, and resources was compiled detailing the activities conducted by the city related to public education (attachment 1C) Documentation will continue.</i></p>
Related MCMs 1,2	BMP 102 Drop-by-Drop Water Conservation Program	Continue to research water conservation techniques		On-going	<i>On-going during Permit Year 5</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2	BMP 102 Drop-by-Drop Water Conservation Program	Prepare Annual Report		Aug. 2011 On-going	<i>Completed/July 2012</i>
Related MCMs 1,2	BMP 102 Drop-by-Drop Water Conservation Program	Continue to promote water conservation programs to educate public on stormwater issues and to		On-going	<i>On-going during Permit Year 5</i> <i>See attachment 1D</i>
Related MCMs 1,2	BMP 201 Participate in the Gilleland Creek Bacteria TMDL Implementation Plan Stakeholders Group	Assign appropriate City staff to participate in the various sub-committees of the Implementation Plan task force		Completed	<i>Completed/February 2012</i>
Related MCMs 1,2	BMP 201 Participate in the Gilleland Creek Bacteria TMDL Implementation Plan Stakeholders Group	Participate in sub-committee meetings		On-going	<i>In progress/determined by TCEQ and Stakeholders Group members</i> <i>The City hosted a TMDL meeting at the Justice Center for all regional participants and has been active in the I-Plan. The meeting was held on Wednesday March 28 2012. It was led by Lauren Young (TCEQ Water Quality Planning Division) & attendees included stakeholders representing the participating entities including local governments, such as the Cities of Pflugerville and Austin, and larger statewide organizations that are involved in activities in the watershed.</i> <i>Attachment 2A</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2	BMP 201 Participate in the Gilleland Creek Bacteria TMDL Implementation Plan Stakeholders Group	Draft Implementation Plan		Aug. 2010	<i>Completed/Aug. 2010</i>
Related MCMs 1,2	BMP 201 Participate in the Gilleland Creek Bacteria TMDL Implementation Plan Stakeholders Group	Adoption of a final Implementation Plan		Aug. 2011	<i>Completed and approved Feb. 2011</i> <i>LCRA will continue to monitor two sites in Gilleland Creek, one of which is in assessment unit 4 containing Pflugerville. TCEQ will assess Gilleland Creek every 2 years as part of updating the Texas Water Quality Inventory and 303(d) List.</i>
Related MCMs 1,2	BMP 202 General Permit Public Notice	Publish public notice regarding the TCEQ's preliminary determination on the NOI and SWMP for		Apr. 2009	<i>Completed/ Aug. 2009</i>
Related MCMs 1,2	BMP 203 General Permit Public Meeting	If the TCEQ determines that a public meeting is necessary, the following steps will be undertaken by		TBD by TCEQ	<i>Completed to date and future schedules as determined by TCEQ</i>
Related MCMs 1,2	BMP 203 General Permit Public Meeting	Coordinate with TCEQ to establish a meeting date and time		TBD by TCEQ	<i>Completed to date and future schedules as determined by TCEQ</i>
Related MCMs 1,2	BMP 203 General Permit Public Meeting	Publish notice of the public meeting, in accordance with TCEQ requirements		TBD by TCEQ	<i>Completed to date and future schedules as determined by TCEQ</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2	BMP 203 General Permit Public Meeting	Submit affidavit of the notice to TCEQ		TBD by TCEQ	<i>Completed to date and future schedules as determined by TCEQ</i>
Related MCMs 1,2	BMP 203 General Permit Public Meeting	Prepare materials for the public meeting, including maps, copies of handouts, sign-in sheet, etc.		TBD by TCEQ	<i>Completed to date and future schedules as determined by TCEQ</i>
Related MCMs 1,2	BMP 203 General Permit Public Meeting	In coordination with TCEQ, conduct the public meeting		TBD by TCEQ	<i>Completed to date and future schedules as determined by TCEQ</i>
Related MCMs 1,2	BMP 204 Public Participation Events	Evaluate potential for a comprehensive program to sponsor public events		Feb. 2011	<i>Completed /Feb. 2011</i>
Related MCMs 1,2	BMP 204 Public Participation Events	Make decision on whether to develop a program		Mar. 2011	<i>Completed/ Mar. 2011</i>
Related MCMs 1,2	BMP 204 Public Participation Events	In conjunction with the comprehensive public education program (BMP 101), develop a stormwater public events program		Apr. 2011	<i>Complete/June 2012</i> <i>The public events program provides the public with direct contact to city staff, a stormwater webpage, public hearings discussing policy, and educational handouts at city sponsored public events.</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2	BMP 204 Public Participation Events	Implement stormwater public events program		On-going	<p style="text-align: center;"><i>On-going</i></p> <p><i>Opportunities for involvement and public comment are created through public meetings and through the general availability of the SWMP. Comments made during presentations or received through other means are archived. Comments are then collected and will be considered and incorporated in the MS4 Program as appropriate.</i></p>
Related MCMs 1,2	BMP 204 Public Participation Events	Document progress		On-going	<p style="text-align: center;"><i>Completed /July 2012</i></p> <p style="text-align: center;"><i>See attachment 1C</i></p>
Related MCMs 3	BMP 301 Illicit Discharge Detection and Elimination Program	In conjunction with development of a stormwater management structure (BMP001 & BMP 002), staff the Illicit Discharge Detection and Elimination program		Oct. 2011	<p style="text-align: center;"><i>Completed/Feb. 2012</i></p> <p><i>The City's IDDEP encourages citizens to report violators of dumping by participating in an inter-local response to an illegal dumping hotline which is displayed on the Public Works & Stormwater Webpages. No hotline calls were received; however City staff reported 9 incidents.</i></p>
Related MCMs 3	BMP 302 Allowable Non-Stormwater Discharges	Review list of permit allowable non-stormwater discharges		Apr. 2011	<p style="text-align: center;"><i>Completed/Apr. 2011</i></p>
Related MCMs 3	BMP 302 Allowable Non-Stormwater Discharges	Review documented illegal discharges within the City		Jun. 2011	<p style="text-align: center;"><i>Completed/June 2011</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 3	BMP 302 Allowable Non-Stormwater Discharges	Evaluate need for adding new illicit discharges to allowable non- stormwater discharge list or removing		Jul. 2011	<i>Completed/Jul. 2011 and will continue annually</i>
Related MCMs 3	BMP 303 Storm Sewer Map	Prepare base map with existing surface waters shown, including tributaries that are considered waters of the U.S. or surface waters in the State		Aug. 2010	<i>Completed/August 2010 The mapping of the City's outfalls began using aerials to update outfall inventory data. The City's GIS staff have completed outfall mapping recon and GIS data is available. The data includes location, size, and severity of silt accumulation if applicable.</i>
Related MCMs 3	BMP 303 Storm Sewer Map	Identify and map major stormwater outfalls and known existing structural BMPs within the City's stormwater system		May 2011	<i>Completed/July 2012 Many GIS layers are updated throughout the year as well as a current drainage map system.</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 3	BMP 303 Storm Sewer Map	Identify and map minor outfalls within the City's stormwater system		Dec. 2011	<p style="text-align: center;"><i>Completed/July 2012</i></p> <p><i>The outfall map with receiving US Waters is continuously reviewed and updated primarily using Engineering as-builts and then error-corrected using orthographic photos (aerials). Differences noted in the field are reported and print corrected. Outfalls are also field verified by Engineering and GIS staff using Global Positioning System. New outfalls are added as they are constructed. The stormwater GIS layers contain information on manholes, catch basins, outfalls, pipes, ditches, culverts, detention ponds, and drainage basins This information is available to City employees at any time, and can be made available to the public or other organizations upon request. See attachment 3A</i></p>
Related MCMs 3	BMP 304 Training Program for Illicit Discharge Detection	Prepare a list of techniques and appropriate activities for illicit discharge detection and elimination. Prepare and increase training budget in anticipation of future training needs		Apr. 2011	<p style="text-align: center;"><i>Completed/July 2012</i></p> <p style="text-align: center;"><i>Refer to attachment 3B</i></p>
Related MCMs 3	BMP 304 Training Program for Illicit Discharge Detection	Prepare City developed training program or select training program from other sources		Oct. 2011	<p style="text-align: center;"><i>Completed/February 2012</i></p> <p><i>Training for IDDEP was conducted by URS Corp. on February 13, 2012.</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 3	BMP 304 Training Program for Illicit Discharge Detection	Initiate training for city inspectors		Jan. 2012	<p style="text-align: center;"><i>Completed/July 2012</i></p> <p><i>The City will ensure that all municipal field staff who is responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills, improper disposal, and illicit connections are trained to conduct these activities. Follow up training will be provided as needed to address changes in procedures, techniques, or requirements. The City will document and maintain records of training provided and staff trained. Refresher training for City field staff will be done in 2013. Refer to attachment 6C for employee training inventory.</i></p>
Related MCMs 3	BMP 305 Sanitary Sewer Inspection Program	Inspect wastewater lines within the City in accordance with the current plan		Completed	<p style="text-align: center;"><i>Completed & will continue</i></p>
Related MCMs 3	BMP 305 Sanitary Sewer Inspection Program	Evaluate the current program to determine if additional measures are appropriate		Nov. 2010	<p style="text-align: center;"><i>Completed/Nov. 2010</i></p> <p><i>Water Utility's responsibilities include, but are not limited to, cleaning, containing, and recovering sewage, and clearing, repairing, and/or replacing pipeline failures. Visual observations and sampling for pollutants are conducted in receiving water bodies (if applicable). Water Utility and Engineering Departments work together to determine the cause of the overflow and the appropriate clean up response measures. See attachment 3C</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 3	BMP 305 Sanitary Sewer Inspection Program	If additional measures are necessary, the City will perform the following additional steps:		As needed	<i>Completed /Nov. 2010</i> <i>It was determined that no additional measures were needed currently</i>
Related MCMs 3	BMP 305 Sanitary Sewer Inspection Program	Draft additional measures to be taken for consideration by City staff responsible for wastewater		As needed	<i>Will continue to review for need of additional measures and a draft would be developed accordingly</i>
Related MCMs 3	BMP 305 Sanitary Sewer Inspection Program	Finalize a comprehensive plan for wastewater line inspection that incorporates existing and proposed		As needed	<i>Will continue to review for need of additional measures and a comprehensive plan</i>
Related MCMs 3	BMP 305 Sanitary Sewer Inspection Program	Implement new measures, as necessary		As needed	<i>Will continue to review for need of additional measures and implementation will occur accordingly</i>
Related MCMs 4,5	BMP 401 Construction Site Storm Water Management Guidance	Review existing erosion and sediment control BMPs and waste disposal procedures for construction		Mar. 2011	<i>Completed /March 2011</i>
Related MCMs 4,5	BMP 401 Construction Site Storm Water Management Guidance	Propose draft guidance documents		Jun. 2011	<i>Completed/July 2012</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 4,5	BMP 401 Construction Site Storm Water Management Guidance Document	Finalize and adopt a construction site stormwater management guidance document		Sept. 2011	<p style="text-align: center;"><i>Completed/August 2012</i></p> <p><i>A revised version of the City's Engineering Design Guidelines was adopted and incorporates a stronger emphasis on BMP implementation for construction. The City's Guidelines are located at: (http://www.pflugervilletx.gov/index.aspx?nid=826.)</i></p> <p><i>A pre-construction SWP3/BMP guidance sheet is also given to contractors prior to project implementation. (Attachment 4A)</i></p>
Related MCMs 4,5	BMP 401 Construction Site Storm Water Management Guidance Document	Revise development procedures and ordinances as necessary to incorporate new guidance		As Needed	<p style="text-align: center;"><i>Completed/August 2012</i></p>
Related MCMs 4,5	BMP 402 Construction Site Plan Review for Stormwater Management	Review existing construction site plan process		Mar. 2011	<p style="text-align: center;"><i>Completed/ March 2011</i></p> <p><i>The City reviews erosion/sediment control plans as part of the permitting process. Plans are reviewed for compliance with the stormwater ordinance and the City's Engineering Design Guidelines, which implement the ordinance. The review includes the minimum requirements & technical thresholds. The City works with developers to ensure that stormwater site plans meet the criteria established by both the TCEQ and the City for any site located within their jurisdiction.</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 4,5	BMP 402 Construction Site Plan Review for Stormwater Management	Revise the site plan, review procedure to include water quality considerations, and review storm water pollution control ordinance		Sept. 2011	<p style="text-align: center;"><i>Complete /July 2012</i></p> <p><i>During site plan review, City staff uses the definitions and requirements of the Engineering Design Guidelines to determine which sites have a high potential for sediment transport. These high priority sites will be inspected by City personnel prior to clearing and grading activities.</i></p>
Related MCMs 4,5	BMP 402 Construction Site Plan Review for Stormwater Management	Amend site plan review process to conform with stormwater pollution control ordinance		Nov. 2011	<p style="text-align: center;"><i>Complete/August 2012</i></p> <p><i>The City's Engineering staff reviews and approves erosion and sediment control plans submitted for development projects. Approvals are based on the appropriateness of each BMP within the submitted site plans.</i></p>
Related MCMs 4,5	BMP 402 Construction Site Plan Review for Stormwater Management	Review ongoing programs, ordinance, and codes relative to construction site stormwater pollution prevention requirements		As Needed	<p style="text-align: center;"><i>Completed/June 2012</i></p> <p><i>Projects with the potential to impact stormwater were reviewed for water quality hazards.</i></p>
Related MCMs 1,2	BMP 403 Construction Site Stormwater Controls Training for City Inspectors	Determine training requirements, establish recordkeeping procedures, and define enforcement action		Apr. 2011	<p style="text-align: center;"><i>Complete /Feb. 2012</i></p> <p><i>The City began implementing a progressive enforcement policy in accordance with the Stormwater Ordinance to require sites to come into compliance with stormwater requirements.</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 1,2	BMP 403 Construction Site Stormwater Controls Training for City Inspectors	Prepare a training program or elect from other sources		Feb. 2011	<p style="text-align: center;"><i>Complete /May 2012</i></p> <p><i>Training materials were obtained from NCTCOG DVD "Pollution Prevention – What we can do" was purchased for use while training municipal employees. Cost of training video = \$80</i></p>
Related MCMs 1,2	BMP 403 Construction Site Stormwater Controls Training for City Inspectors	Initiate training for City inspectors		Jan. 2010	<p style="text-align: center;"><i>Completed/ May 2012</i></p> <p><i>Training of all responsible department inspectors, both Building and Engineering inspectors was completed in house. All construction inspectors will attend an annual refresher training sessions covering construction site erosion/sediment control.</i></p>
Related MCMs 1,2	BMP 403 Construction Site Stormwater Controls Training for City Inspectors	Perform site inspections and document progress		Jan. 2011	<p style="text-align: center;"><i>Completed /April 2012</i></p> <p><i>Erosion control inspections are performed by City inspectors on a routine basis. Inspectors enforce permit provisions per the Stormwater Ordinance. Staff inspected construction-phase stormwater controls at all known permitted development sites to verify proper installation and maintenance of required erosion and sediment controls. See attachments 4B & 4C</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 5	BMP 501 Development Requirements for Post-Construction Stormwater Controls	Review existing structural and non-structural control BMPs		Mar. 2011	<p style="text-align: center;"><i>Completed /Mar. 2011</i></p> <p><i>The City participated in a stormwater pond retro-fitting experiment conducted by Dr. Michael Barrett with the University of Texas Center for Research in Water Resources. The primary goal of the project was to determine the effectiveness of retrofitting flood control facilities in the Gilleland Creek watershed to reduce the bacteria concentrations and to improve water quality in stormwater discharges. See attachment 5A</i></p>
Related MCMs 5	BMP 501 Development Requirements for Post-Construction Stormwater Controls	Revise existing procedures as necessary to include appropriate structural and non-structural BMPs		May 2011	<p style="text-align: center;"><i>Completed/ May 2011</i></p> <p><i>After revision of procedures, the implementation of adequate long term O&M BMPs were addressed in the Stormwater Ordinance. The City evaluated local BMP structures to establish maintenance and upkeep schedules as staff availability permits. Road side ditches/swales which are part of the City's MS4 consist of grass lined channels that are maintained under Good Housekeeping BMP (601). O&M practices and schedules have been developed based on EPA recommended frequency for different BMPs (detention/retention practices, infiltration facilities, dry swales, grassed channels, filter strips, etc.). These O&M procedures will be implemented when post-construction BMPs are identified that need City maintenance. The overall vision of the program is to verify adequate long-term operation and maintenance of post-construction stormwater facilities and BMPs that are permitted pursuant to the City's permit process.</i></p>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 5	BMP 501 Development Requirements for Post-Construction Stormwater Controls	Review ongoing programs, ordinances, and codes relative to post-construction controls and revise, if needed		As needed, Oct. 2011	Completed/ July 2012 <i>Each plan review includes consideration of pre and post project drainage aspects, and erosion control initiatives to verify compliance with Pflugerville's Storm Water ordinance. The City's Stormwater Ordinance references no public improvements will be accepted until all permanent BMP measures are complete. The Ordinance allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces as applicable. See attachments 5B & 5C</i>
Related MCMs 5	BMP 502 Structural Stormwater Controls Inspection Training	Determine training requirements, establish inspection schedule, establish recordkeeping procedures, and define		May 2011	Completed /June 2011
Related MCMs 5	BMP 502 Structural Stormwater Controls Inspection Training	Prepare training program or select from other sources		June. 2011	Completed /June 2011
Related MCMs 5	BMP 502 Structural Stormwater Controls Inspection Training	Initiate training for city inspectors		June 2011	Completed /June 2011 <i>The City hired URS Corp. to conduct BMP Post Construction Inspection training. (Attachment 5D) City engineering and review staff will continue attending training sessions as available to further enhance the knowledge of technical standards, LID techniques, regulatory requirements, and other stormwater-related topics.</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 5	BMP 502 Structural Stormwater Controls Inspection Training	Perform site inspections and document progress		As required	<i>Completed /June 2012</i> <i>Qualified City staff inspects all permitted development sites upon completion of construction and prior to final approval or occupancy. The purpose of the inspection is to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs. City staff also verifies that a maintenance plan is completed and that responsibility for maintenance is clearly assigned.</i>
Related MCMs 6	BMP 601 Operation and Maintenance Program for Stormwater Controls from Municipal	Evaluate needs for pollution prevention and good housekeeping measures		Oct. 2011	<i>Completed /April 2012</i>
Related MCMs 6	BMP 601 Operation and Maintenance Program for Stormwater Controls from Municipal	Prepare draft program for the City		Nov. 2011	<i>Completed /June 2012</i>
Related MCMs 6	BMP 601 Operation and Maintenance Program for Stormwater Controls from Municipal Operations	Finalize and adopt a comprehensive good housekeeping program for City operations and facilities		Jan. 2012	<i>Completed /July 2012</i> <i>The City has developed and implemented an operations and maintenance program that includes a training component & standard operating procedures, all of which serve the purpose of preventing or reducing pollutant runoff. See attachment 6A.</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 6	BMP 602 Stormwater Management Training for Employees at Municipal	Identify and develop training requirements for the comprehensive good housekeeping program developed for BMP 601		Feb. 2012	<i>Completed/ March 2012</i>
Related MCMs 6	BMP 602 Stormwater Management Training for Employees at Municipal Operations	Prepare a training program or select training materials from other sources		Mar. 2012	<i>Completed/March 2012</i> <i>The City obtained training presentations from the North Central Texas Council of Governments (NCTOG) and instructional video "Preventing Storm Water Pollution: What We Can Do" Also, educational materials were posted in employee meeting & break rooms highlighting BMPs that employees can do to contribute. See attachment 6B</i>
Related MCMs 6	BMP 602 Stormwater Management Training for Employees at Municipal Operations	Initiate training for City employees		Apr. 2012	<i>Completed/June 2012</i> <i>The City has implemented an on-going operations and maintenance training program for employees whose construction, operations or maintenance job functions may impact stormwater quality. The training addresses the importance of protecting water quality, the requirements of the permit, operation and maintenance standards, inspection procedures, selecting appropriate BMPs, ways to perform job activities to prevent or minimize impacts to water quality, and procedures for reporting water quality concerns, including potential illicit discharges. Follow-up training will be provided as needed to address changes in procedures, techniques, or requirements. See attachment 6C</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 6	BMP 603 Structural Stormwater Controls for City Operations	Evaluate the need for structural BMPs for City facilities		Jul. 2011	<i>Completed/June 2012</i> <i>City facilities with structural controls were determined as fully functional and still meet their original design purpose. The City has developed a Stormwater Pollution Prevention Plan (SWP3) for the Public Works Yard. Operations in that area include heavy equipment maintenance and material storage facilities owned/operated by the City.</i>
Related MCMs 6	BMP 603 Structural Stormwater Controls for City Operations	If structural BMPs are determined to be needed, the City will perform the following additional tasks:		As Needed	NA
Related MCMs 6	BMP 603 Structural Stormwater Controls for City Operations	Prepare a draft of procedures and requirements for structural BMPs for City facilities		Aug. 2011	<i>Completed/June 2012</i>
Related MCMs 6	BMP 603 Structural Stormwater Controls for City Operations	Finalize and adopt procedures and requirements for structural BMPs for city facilities		Sept. 2011	<i>Completed/July 2012</i>
Related MCMs 6	BMP 603 Structural Stormwater Controls for City Operations	Review ongoing programs relative to post-construction maintenance of structural BMPs for City facilities		As Needed	<i>Completed/July 2012 (Ongoing)</i> <i>The City monitors post-construction maintenance of infrastructure every 6 months for duration of 2 years. Post-construction structural controls are addressed on a case-by-case basis as applicable.</i>

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
Related MCMs 6	BMP 604 Waste Disposal from MS4 Operations	Review existing procedures relative to waste disposal from MS4		Apr. 2011	<i>Completed/March 2012</i>
Related MCMs 6	BMP 604 Waste Disposal from MS4 Operations	Develop the procedures to meet General Permit requirements for proper waste disposal		Jun. 2011	<i>Completed/June 2012</i> <i>Streets Dept. has developed a procedure for proper disposal of waste to reduce potential pollutants – See attachment 6D</i>
Related MCMs 6	BMP 605 Municipal Operations and Industrial Activities	Review current list of operations and activities		Feb. 2011	<i>Completed/Feb. 2011</i>
Related MCMs 6	BMP 605 Municipal Operations and Industrial Activities	Revise the list as requirements of the general permit		Dec. 2011	<i>Completed/June 2012</i> <i>No revisions to the current list of operations were made.</i>

Table 2 – Measurable Goals Status

MCM(s)	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1	The creation of an organizational structure within the City of Pflugerville that can effectively implement the SWMP and the General Permit	Met goal	None
3,4,5	The adoption & enforcement of a stormwater pollution control ordinance	Met goal	None
7	Determination of whether to adopt the seventh MCM for the Stormwater Management Program	Met goal	None
7	If the decision is to adopt the seventh MCM, development and adoption of appropriate BMPs for the seventh MCM	Met goal The City decided to forego the option to adopt the seventh MCM.	None
1,2,3,4,5	The successful development and adoption of an interlocal agreement with Travis County for management of stormwater in areas of the City's extraterritorial jurisdiction that are currently under the County's jurisdiction.	Met goal	None
1,2,3,4,5	Evaluation of whether other interlocal agreements are needed to effectively management stormwater	Met goal	None
1,2,3,4,5	The development of appropriate interlocal agreements with other entities, if such entities are determined to be necessary	Met goal	None

MCM(s)	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1 & 2	The Creation of a comprehensive public education program to educate Citizens on City's MS4 permit and stormwater activities	Met goal	None
1 & 2	Continue to promote waste conservation programs to reduce the pollution in stormwater runoff.	Met goal	None
1 & 2	Development of an Implementation Plan for the Gilleland Creek Bacteria Total Maximum Daily Load project that reflects the best interests of the City of Pflugerville in regard to the reduction of bacteria loading to the portion of Gilleland Creek that flows through the City and is consistent with the goals and objectives of the Stormwater Management Program.	Met goal	None
1 & 2	The publication of notice as per the General Permit Requirements	Met goal	None
1 & 2	If the TCEQ determines that a public meeting is appropriate, the measurable goal is to sponsor a public meeting in accordance with TCEQ requirements.	Met goal No determination made by TCEQ during permit period.	None
1 & 2	Evaluation of potential for development of a program to sponsor public participation events	Met goal	None
1 & 2	If it is determined that such a program is desirable, the goal will be development of an effective program to promote public stormwater management events	Met goal	None

MCM(s)	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
3	The development and enforcement of program to effectively detect and eliminate connections to the City's storm sewer system and illegal disposal of wastes to the storm drain system to minimize stormwater pollution	Met goal	None
3	Successful evaluation and revision of allowable non-stormwater discharges listed in the General Permit	Met goal	None
3	The development of storm sewer map with information on City owned storm sewer pipes, ditches, outfalls and waters of the United States to meet the requirements of the General Permit	Met goal	None
3	The successful implementation of illicit discharge detection and elimination program to conform with stormwater pollution control requirements	Met goal	None
3	The ongoing inspection of wastewater lines in accordance with the existing program. In addition, measurable goals will include additional wastewater line inspection measures, if it determined that additional measures are needed to meet the requirements of this control measure	Met goal	None
4, 5	The development of stormwater management guidance document to assist construction personnel with appropriate information on stormwater management control from construction sites	Met goal	None
4, 5	The adoption of revised site plan review process to include water quality aspects in the initial development phase	Met goal	None
4	The implementation of appropriate measures to effectively reduce stormwater runoff	Met goal	None

MCM(s)	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
5	The adoption of development procedures to effectively control stormwater after construction	Met goal	None
5	The development and implementation of appropriate control measures for stormwater control	Met goal	None
6	The development and implementation of operation and maintenance program for City Operations to meet requirements of the General Permit	Met goal	None
6	The successful implementation of operation and maintenance program for municipal operations	Met goal	None
6	Adoption of structural stormwater controls	Met goal	None
6	Development and adoption of waste disposal procedures to meet requirements of the general permit	Exceeded goal – An enhanced series of procedures was established for multiple operations	None
6	Development of list including municipal operations and industrial activities	Met goal	None

D. 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): Brandon Wade

Title: City Manager

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Add pages as needed.

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

Re: Phase II MS4 Annual Report Transmittal for City of Pflugerville
TPDES Permit Number: TXR040078

Dear Team Leader:

This letter serves to transmit the Year 5 Annual Report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR0400078 for the City of Pflugerville.

A separate Notice of Change has not been submitted based on the fact that changes have not been proposed for the next permit year.

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

Sincerely,

{Name}