

## Phase II (Small) MS4 Annual Report Form

**TPDES General Permit Number TXR040000**

### A. General Information

Authorization Number: TXR040280 Annual Reporting Year: (calendar year, permit year, or fiscal year): 3 Last day of fiscal year, if applicable: \_\_\_\_\_

MS4 Operator Level: 3 Name of MS4/Permittee: City of Cedar Hill

Contact Name: Duy Vu Telephone Number: 972-291-5126 ext 2819

Mailing Address: 285 Uptown Blvd. Cedar Hill Texas 75104

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### 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.	✓		
Permittee is currently in compliance with recordkeeping and reporting requirements.	i		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	i		

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	BMP	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.</b>

1: Public Education and Outreach	1.01: Education materials	YES. The City uses a stormwater brochure as the primary "in-hand" outreach method. The brochures continue to be located at Public Works Service Center brochure table, Development Services brochure table, Utility Billing brochure rack and Library brochure rack. The stormwater was updated in November 2016. The brochures were also provided at major public events.
1: Public Education and Outreach	1.02: Meetings at NCTCOG	YES. The City continues to attend the regional stormwater meetings at NCTCOG. Regularly attended meetings include: IDDE Task Force, Regional Stormwater Mangement Coordinating Council Meeting, Public Education Task Force.
1: Public Education and Outreach	1.03: Website	YES. The City continues to use the City stormwater webpage as a method of public outreach. The website was updated to also promote the Stormwater Placards Program.
1: Public Education and Outreach	1.04: Display case	YES. The City continues to use the library display case as a method of public outreach. Public Works maintained a stormwater display from October thru November 2016.
1: Public Education and Outreach	1.05: Online maps	YES. The City continues to make the stormwater map to the general public on the City webpage which includes outfalls and water bodies receiving discharges.
1: Public Education and Outreach	1.06: Presentations	YES. The City continues to use the EnviroScape stormwater demonstration model at major public events and career days at local schools.
1: Public Education and Outreach	1.07: Storm inlets	YES. The City continues to provide stormwater placards that currently say "No Polluting, Drains to Creek." The placards are a requirement for new construction projects and given to the general public who want to perform a public service.
1: Public Education	1.08: Water	YES. The City continues to use the water

and Outreach	conservation	conservation webpage for updates in drought conditions and the conservation mandates.
1: Public Education and Outreach	1.09: Volunteer opportunities	YES. The City continues to provide volunteer opportunities for the general public: two citywide cleanup projects, two household hazardous waste collections, two electronic waste collections, a streets and parks adoption program, a stormwater placards program, and anti-litter campaign called Bitter for Litter.
2: Illicit Discharge Detection and Elimination (IDDE)	2.01: Citizen complaints	YES. The City continues to provide a call in or online method of reporting spills and potential stormwater violations. All complaints were reviewed, investigated and tracked.
2: Illicit Discharge Detection and Elimination (IDDE)	2.02: HHW Collection	YES. The City continues to sponsor two mobile household hazardous waste collection events. Residents can also go directly to the Fort Worth Environmental Collection Center to drop off wastes.
2: Illicit Discharge Detection and Elimination (IDDE)	2.03: Map storm sewer system	YES. The City routinely updates the stormwater systems map and provides copies for the general public on the stormwater webpage.
2: Illicit Discharge Detection and Elimination (IDDE)	2.04: Stormwater management ordinance	YES. The City continues to enforce the stormwater management ordinance. The City stormwater management ordinance is reviewed each permit year and will be updated if deemed necessary. No updates were performed in this permit year.
2: Illicit Discharge Detection and Elimination (IDDE)	2.05: Outfall screening	YES. The City continues to perform dry weather screening inspections of at least 20% of outstanding outfalls of the MS4.
3: Construction site stormwater runoff control	3.01: Erosion and sediment control plan review and approval	YES. The City continues to provide guidance and require NOIs, SWPPPs, erosion and sediment control plan sheets and details, construction phasing tables, and NOTs be submitted, when applicable, and review prior to the commencement of construction. The City continues to review

		and approve plans in the Pre-DRC and DRC process.
3: Construction site stormwater runoff control	3.02: Erosion and sediment control inspections	YES. The City continues to perform construction site compliance evaluation inspections and enforce best management practices.
3: Construction site stormwater runoff control	3.03: Construction complaints	YES. The City continues to provide a call in or online method of reporting potential construction violations. All complaints were reviewed, investigated and tracked.
4: Post construction stormwater management in new development	4.01: Walk through inspections	YES. The City continues to perform maintenance bond walkthrough inspections of new projects and evaluate the new permanent BMP structures and erosion control measures on site.
4: Post construction stormwater management in new development	4.02: Engineered design and planning review	YES. The City continues to participate in the regional effort and review of iSWM by taking part in the NCTCOG Public Works Program.
4: Post construction stormwater management in new development	4.03: Tree mitigation and escarpment ordinance	YES. The City continues to enforce the tree mitigation ordinance. The City tree mitigation ordinance is reviewed each permit year and will be updated if deemed necessary. No updates were performed in this permit year.
4: Post construction stormwater management in new development	4.04: Subdivision ordinance and guidance documents to address runoff and erosion control	YES. The City continues to enforce the subdivision ordinance. The City subdivision ordinance is reviewed each permit year and will be updated if deemed necessary. No updates were performed in this permit year.
5: Pollution prevention and good housekeeping for municipal operations	5.01: Street sweeping	YES. The City continued to contract with Dallas County Sweeping to provide street sweeping for the City typically following ice events where sand is spread for vehicle traction. The permit year saw no ice events; thus, no sweeping was necessary.
5: Pollution prevention and good housekeeping for municipal	5.02: Storm sewer drainage maintenance	YES. The City continues to maintain the MS4. All draining jobs were tracked and documented.

operations		
5: Pollution prevention and good housekeeping for municipal operations	5.03: Herbicide and pesticide management	YES. The City continues to implement a management plan for the application of pesticides and herbicides. All applications of pesticides and herbicides are tracked and documented.
5: Pollution prevention and good housekeeping for municipal operations	5.04: Service Center inspections	YES. The City continues to daily (work day) inspections and routine fill site evaluations at the Service Center. All inspections and evaluations are documented.
5: Pollution prevention and good housekeeping for municipal operations	5.05: Stormwater pollution prevention training	YES. The City continues to provide stormwater training opportunities to staff. City staff watch "Municipal Storm Water: Pollution Prevention" by Storm Watch during safety week. Stormwater training is also provided during the CityU, the City's employee internal education program.

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:

<b>MCM</b>	<b>BMP</b>	<b>Parameter</b>	<b>Quantity</b>	<b>Units</b>	<b>Does BMP Demonstrate a Direct Reduction in Pollutants? (YES / NO / Explain)</b>
1	1.09: Volunteer opportunities	Specified Locations	894	Volunteer Hours	YES. Volunteer hours are tracked and documented. Volunteers directly pick up trash and help promote pollution prevention.
2	2.01: Citizen complaints	Specified Locations	6	Inspection	YES. Citizen complaints are investigated to determine potential

					pollution.
2	2.04: Stormwater management ordinance	Specified Locations	0	Enforcement Actions	YES. Enforcement is necessary to ensure compliance. One "Stop Work Order" was enforced during the permit year.
2	2.05: Outfall screening	Specified Locations	147	Inspection	YES. IDDE inspections directly investigate potential illicit discharges.
3	3.02: Erosion and sediment control inspections	Construction Sites	81	Inspection	YES. The construction sites are evaluated and determined the function and placement of BMPs.
3	3.03: Construction complaints	Specified Locations	0	Inspection	YES. Citizen complaints are investigated to determine potential pollution. No construction complaints were filed in the permit year.
4	4.01: Walk through inspections	Post Developed Sites	3	Inspection	YES. The post developed sites are evaluated and determined the function and placement of BMPs.
4	4.04: Subdivision ordinance and guidance documents to address runoff and erosion control	Specified Locations	1	Reviews	YES. The City actively looks at stormwater management when subdivisions are developed and ensure BMP compliance.

5	5.01: Street sweeping	Intersections and streets	1	Ice Storms	YES. The amounts of sediment and de-icing chemicals removed from the street are measured. However, no ice storms occurred during the permit period; thus, no street sweeping was performed.
5	5.02: Storm sewer drainage maintenance	Drainage Systems	7	Inspection	YES. This BMP is measured by visual conditions to warrant cleaning and trash removal.
5	5.03: Herbicide and pesticide management	Herbicides and pesticides	32	Applications	YES. The number of applications and the amount of chemical is measured and documented. Documentation prevents over-application of chemicals.
5	5.04: Service Center inspections	Service Center	12	Inspection	YES. The Service Center is evaluated for best management practices.

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):

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Success</b>
1.01	Print and distribute educational handouts	Met Goal
1.02	Coordinate regional agencies and participate in NCTCOG meetings	Met Goal
1.03	Update website for water quality information and resources	Met Goal
1.04	Provide various brochures to public library	Met Goal

1.05	Update GIS of water sheds and streams	Met Goal
1.06	Demonstrate stormwater modeling at major city events	Met Goal
1.07	Place decals on storm drain inlets	Met Goal
1.08	Water conservation program/enforcment	Met Goal
1.09	Provide support and materials for interested volunteers	Met Goal
2.01	Maintain Access Cedar Hill web page and respond to citizen complaints	Met Goal
2.02	Provide for household hazardous waste events and trash cleanup activities	Met Goal
2.03	Maintain and update GIS mapping storm sewer systems	Met Goal
2.04	Train staff on City Ordinance #2011-444 regarding implementing elements of the I.D.D.E. program	Met Goal
2.05	Identify, map and track storm sewer outfalls and inspect and record I.D.D.E. events	Met Goal
2.06	Semi-annual reports for on-site sanitary sewer systems. Track complaints of nuisance problem for on-site sewer systems	Met Goal
3.01	Review SWPPPs, provide training and establish processes and develop criteria	Met Goal
3.02	Erosion and sediment control during construction. Implementation, documentation and inspection of SWPPP at all construction sites.	Met Goal
3.03	Follow up, respond to and resolve complaints during construction	Met Goal
3.04	Construction material containment and documentation of spills	Met Goal
4.01	Perform walk-through inspection of permanent BMP after construction	Met Goal
4.02	Update engineering design criteria and review plans for construction of stormwater BMPs	Met Goal
4.03	Implement program and enforce tree and escarpment ordinances	Met Goal
4.04	Implement and update subdivision ordinance, guidance documents and city master plans to reduce erosion and improve water quality	Met Goal
5.01	Street sweeping after ice storms and construction site material from roadways	Met Goal
5.02	Storm drain system maintenance and track work	Met Goal
5.03	Develop and implement herbicide plan.	Met Goal
5.04	Perform quarterly inspections of city service center, fueling operations, vehicle operations and washing. Identify problem areas and follow-up on responses	Met Goal

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

1. The MS4 has conducted monitoring of stormwater quality and submitted in the annual report (i.e. analytical and visual observations).

  1   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:

### 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)*):

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

N/A			
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)):

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

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

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

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

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

For example, the MS4 may use the following indicators:

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

<b>Benchmark Indicator</b>	<b>Description/Comments</b>
<b>N/A</b>	
<b>N/A</b>	
<b>N/A</b>	
<b>Benchmark Indicator</b>	<b>Description/Comments</b>
<b>N/A</b>	
<b>N/A</b>	
<b>N/A</b>	

## 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:

<b>MCM(s)</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
1. Public Education and Outreach	Education Materials	Provide literature to public buildings/major public events (Country Day and City Block Party)	Public outreach to educate the public to minimize stormwater pollution
	NCTCOG Regional Meetings	Participate in Stormwater Management Coordinating Council to in reviewing and implementation of regional DFW area policies and programs.	Continue in regional efforts in developing programs and practices to improve water quality.
	Website for Stormwater Information	update city website for water quality and relaying information from NCTCOG and TCEQ	Maintain a city stormwater website to include activities to promote improving water quality
	Display Case	Provide pamphlets and other information for improving stormwater quality	Provide education materials to the City library
	On-line Maps	Identify and map water sheds and storm drain systems from new construction projects	Update City GIS for recording storm drain systems
	Presentations	Stormwater model demonstrations at major public events (Country Day and City Block Party)	Provide direct educational demonstrations for school age children
1. Public Education and Outreach	Storm Inlets	Provide decals "No Polluting, Drains to Creek"	Develop awareness to keep pollution out of storm drain systems

	Water Conservation	Upkeep website for updates in drought conditions and program	Remind the public of the ordinance and its enforcement
	Volunteer Opportunities	Continue volunteer efforts in neighborhood programs and service projects for trash and hazardous waste collections	Encourage citizens to participate in events that directly impacts their environment.
2. Illicit Discharge Detection and Elimination	Citizen Complaints	Provide a venue to report spills and other pollutants into stormwater.	Respond, encourage, report and resolve problems.
	Household Hazardous Waste Collection	Sponsoring two HHW collection events.	Maintain and increase hazardous waste collection events
	Map Stormwater system	Update stormwater systems in GIS from new construction projects.	Provide means to track illicit discharges and focus on problem areas.
	Stormwater Management Ordinance	Review city stormwater management ordinance year.	Update if required by the city stormwater management ordinance
	Outfall Screening Map	Map MS4 facilities and the existing or new outstanding drainage systems	Retrieve data for as-built construction drawing and field work.
3. Construction Site Stormwater Runoff Control	Erosion and Sediment Control Plan Review and Approval	Approve plans, provide training and approve procedures, improve water quality elements	Continue to review erosion and sediment control plans
	Erosion and Sediment Control Inspections	Inventory and perform a walk-through inspection of all new developments requesting final acceptance for public improvements.	Develop a compliance program and include final inspection checklist
3. Construction Site Stormwater Runoff Control	Construction Complaints	Follow up on citizen complaints and track complaints	Maintain citizen inventory and tracking software.

4. Post Construction Stormwater Management in New Development	Walk-through Inspections	Perform a maintenance bond walkthrough inspection for new projects and evaluate the new permanent BMP structures and erosion control measures on site.	Maintain records and data for evaluation of
	4.02 Engineered Design & Planning Review	Update, evaluate/revise the existing criteria and implement as needed.	Stay informed with recent federal and state regulations and laws
	4.03 Tree Mitigation & Escarpment Ordinance	Enforce to maintain and preserve natural habitat from new development and construction	Require submittals of construction plans and apply for permit
5. Pollution Prevention & Good Housekeeping for Municipal Operations	5.01 Street Sweeping	Continue program for street sweeping and de-icing work and track the implementation.	Develop and maintain street sweeping program
	5.02 Storm Sewer and Drainage Maintenance	Maintain storm sewer and drainage maintenance and record work and materials involved.	Maintain and develop program
5. Pollution Prevention & Good Housekeeping for Municipal Operations	5.03 Herbicide and Pesticide Management	Implement a management plan for the application of pesticides and herbicides	Develop education program/certification for using chemicals.
	5.04 Service Center Inspections	Continue the current disposal activities and track efforts	Maintain program and rehab paved areas
	5.05 Stormwater Pollution Prevention Training	Provide cooperative training opportunities and attend regional opportunities	Keep updated schedules for attending NCTCOG training

**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   1   No

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

<b>MCM(s)</b>	<b>Measurable Goal(s) or BMP(s)</b>	<b>Implemented or Proposed Changes (Submit NOC as needed)</b>
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.

<b>BMP</b>	<b>Description</b>	<b>Implementation Schedule (Start Date etc.)</b>	<b>Status / Completion Date (completed, in progress, not started)</b>
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   1   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:

2.a. Is the named permittee sharing a SWMP with other entities?

\_\_\_ Yes   1   No

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

\_\_\_ Yes \_\_\_ No

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

Authorization Number:	_____	Permittee:	_____
Authorization Number:	_____	Permittee:	_____
Authorization Number:	_____	Permittee:	_____
Authorization Number:	_____	Permittee:	_____

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

1. 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)           12

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

\_\_\_ Yes 1 No

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

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

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

## J. Certification

*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): Duy Vu

Title: Environmental Manager

Date: November 16, 2021

Signature: 

**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).