



**Public Works Department**  
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Texas Commission on Environmental Quality  
Stormwater Team Leader (MC-148)  
P.O. Box 13087  
Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for City of Cedar Hill  
TPDES Authorization: TXR040280

February 01, 2024

Dear Team Leader:

This letter serves to transmit the required annual report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040280 for the City of Cedar Hill.

The annual report is for Year 5. The reporting period's beginning October 1, 2022 and ending January 24, 2024.

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 the report has been mailed to the TCEQ's regional office:

TCEQ Region 4 (Dallas/Fort Worth)  
2309 Gravel Dr.  
Fort Worth, TX 76118-6951

Sincerely,

Duy Vu  
Environmental Manager

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# Phase II (Small) MS4 Annual Report Form

**TPDES General Permit Number TXR040000**

## **A. General Information**

Authorization Number: TXR0402080

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

Annual Reporting Year Option Selected by MS4:

Calendar Year: \_\_\_\_\_

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

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

Reporting period beginning date: (month/date/year) 10/1/2022

Reporting period end date: (month/date/year) 1/24/2024

MS4 Operator Level: 3 Name of MS4: Cedar Hill

Contact Name: Duy Vu Telephone Number: 972-291-5126 x2819

Mailing Address: 285 Uptown Blvd #100, Cedar Hill, TX 75104

E-mail Address: duy.vu@cedarhilltx.com

A copy of the annual report was submitted to the TCEQ Region: YES   X    
NO        Region the annual report was submitted to: TCEQ Region 4

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

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

	<b>Yes</b>	<b>No</b>	<b>Explain</b>
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		SWMP minimum requirements completed.

Permittee is currently in compliance with recordkeeping and reporting requirements.	X		Recordkeeping and reporting minimum requirements completed.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		Eligibility requirements met.
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		SWMP annual review completed.

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

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1.01	General Education on Stormwater	Yes. Brochure educates the public of best practices related to stormwater.
1.02	Stormwater Website and other Internet-based Outreach	Yes. Website content, 1 article and 1 post, educates the public of best practices related to stormwater.
1.03	Stormwater Education at Public Events	Yes. Public education events educate the public of best practices related to stormwater.
1.04	Public Presentations	Yes. Public presentations educate the public of best practices related to stormwater.
1.05	NCTCOG Stormwater Task Force	Yes. The NCTCOG Stormwater Task Force educates and updates staff of best practices related to stormwater.
1.06	Library Display	Yes. The library display educates the public of best practices related to stormwater.
1.07	Storm Drain Inlet Markers	Yes. Inlet markers educate the public at the point of potential discharge to prevent stormwater pollution.
1.08	Adopt Cedar Hill Program	Yes. Adopt Cedar Hill adoptions removes potential discharge materials from the environment preventing future pollution.
1.09	Development Review Committee (DRC) and other Construction Meetings	Yes. DRC and construction meetings educates developers and contractors of best practices related to stormwater.

2.01	Stormwater Management Ordinance	Yes. The Stormwater Management Ordinances provides the enforcement mechanism to prevent and remediate illicit discharges.
2.02	Storm Sewer System Map	Yes. The storm sewer system map educates staff and the public to prevent and trace illicit discharges.
2.03	Household Hazardous Waste Collection	Yes. HHW collection removes potential illicit discharge materials from the environment preventing future stormwater pollution.
2.04	Public Reporting Regarding Illicit Discharge and Spills	Yes. The reporting system informs staff to prevent and remediate potential illicit discharges.
2.05	Illicit Discharge Elimination Program	Yes. The IDDE program identifies, detects and eliminates illicit discharges.
2.06	Staff IDDE Training	Yes. The training ensures staff are trained and updated on best practices related to IDDE.
2.07	On-Site Sewage Facilities (OSSF) Program	Yes. The OSSF program ensures proper OSSF installation and enforces OSSF failures.
2.08	Liquid Waste Transportation and Disposal Program	Yes. The LWTD program ensures liquid waste such as septic and grease are properly disposed rather than illicitly discharged.
3.01	Erosion and Sediment Control Plan Review and Approval	Yes. The review and approval process ensures SWPPP compliance during construction phases, preventing stormwater pollution.
3.02	Erosion and Sediment Control Inspections	Yes. The inspections ensure SWPPP compliance during construction phases, preventing stormwater pollution.
3.03	Public Reporting Regarding Construction Runoff	Yes. The reporting system informs staff to prevent and remediate potential construction runoff.
3.04	Construction Inspector Training Program	Yes. The training program informs and updates construction inspection staff of best practices related to construction inspection.
4.01	Final Walk-through Inspections	Yes. The inspections provide the mechanism for staff to ensure proper final stabilization and stormwater BMPs of completed construction sites.
4.02	Retention & Detention Pond Maintenance Inspections	Yes. The inspections ensure retention and detention ponds are maintained including the elimination of potential illicit discharges.
4.03	Engineered Design & Planning Review	Yes. The Manual for General Design Standards provide the mechanism to ensure proper post construction best practices, preventing stormwater pollution.
4.04	Tree Preservation Ordinance	Yes. The ordinance provides the mechanism to enforce best practices related to long-term erosion control, preventing stormwater pollution.
4.05	Subdivision Ordinance	Yes. The ordinance provides the mechanism to enforce development requirements, controlling land disturbance and preventing stormwater pollution.

4.06	Flood Damage Prevention Ordinance	Yes. The ordinance provides the mechanism to enforce and prevent the development within floodplains, decreasing land disturbance and stormwater pollution.
5.01	Inventory and Map of City-Owned Facilities	Yes. The inventory and inspections ensure City-owned facilities do not contribute to stormwater pollution.
5.02	Pollution Prevention Training for Municipal Operations and Maintenance (O&M) Staff	Yes. The training informs and updates staff of best practices related to stormwater.
5.03	Contractor Requirements and Oversight	Yes. The contract requirements provide the mechanism to enforce and ensure municipal contractors comply best practices, preventing stormwater pollution.
5.04	Pollution Prevention Practices for Municipal O&M Activities	Yes. The SOPs provide the mechanism for management to ensure all staff comply with best practices, preventing stormwater pollution.
5.05	Structural Control Maintenance	Yes. The inspection and maintenance program ensures all structural control measures are functional, preventing stormwater pollution.
5.06	Street Sweeping and Catch Basin Cleaning	Yes. The street sweeping removes potential illicit discharge materials from the environment, preventing future stormwater pollution.
5.07	High Priority Facility Program	Yes. The assessment ensures high priority facilities are following best practices, preventing stormwater pollution.
5.08	Service Center Inspections	Yes. The inspections ensures the Service Center is following best practices, preventing stormwater pollution.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable. Summarize any information used (such as visual observation, amount of materials removed or prevented from entering the MS4, or, if required, monitoring data, etc.) to evaluate reductions in the discharge of pollutants. You may use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)

1.01A	General Education on Stormwater	A. Create 1 stormwater brochure annually.	1	brochure	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.01B	General Education on Stormwater	B. Inspect at least 1 times per year (annually) that the stormwater brochure is publicly available at the Cedar Hill Government Center and Library.	1	brochure	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.02A	Stormwater Website and other Internet-based Outreach	A. Publish at least 1 stormwater protection related article on the City's stormwater website annually.	1	article	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.02B	Stormwater Website and other Internet-based Outreach	B. Publish 1 general stormwater protection related post for the City's social media outlet annually.	1	article	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.03	Stormwater Education at Public Events	A. Attend at least 2 public events annually to promote stormwater protection.	18	events	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.04	Public Presentations	A. Conduct at least 1 public presentation annually on stormwater protection.	3	presentations	Yes. An educated public does not pollute, reducing the number of illicit discharges.

1.05	NCTCOG Stormwater Public Education Task Force	A. Attend at least 1 the Stormwater Task Force meetings held by the North Central Texas Council of Governments (NCTCOG) annually. Document initiatives developed by the Task Force and selected for implementation by the City.	25	meetings	Yes. Educated staff ensures best practices for an educated public. An educated public does not pollute, reducing the number of illicit discharges.
1.06	Library Display	A. Install 1 stormwater protection related public display at the library annually.	1	display	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.07	Storm Drain Inlet Markers	A. Install or inspect 50 storm drain inlet markers annually.	121	markers	Yes. An educated public does not pollute, reducing the number of illicit discharges.
1.08	Adopt Cedar Hill Program	A. Adopt at least 1 public right of way, trail, park, or preserve annually.	16	adoptions	Yes. Adopt Cedar Hill participants directly remove pollutants.
1.09	Development Review Committee (DRC) and other Construction Meetings	A. Attend at least 6 DRC meetings or construction meetings annually.	42	meetings	Yes. The meetings ensure developers and contractors are educated. An educated developer or contractor should not pollute, reducing the number of illicit discharges.
2.01	Stormwater Management Ordinance	A. Review the contents of the Stormwater Management Ordinance at least 1 time per year annually.	1	ordinance	Yes. The ordinance directly provides enforcement powers to staff, reducing potential stormwater pollutants.

2.02	Storm Sewer System Map	A. Post 1 Storm Sewer System Map on the City's stormwater website annually.	1	map	Yes. An updated map empowers staff to accurately trace illicit discharges, reducing the potential scale of remediation and pollution.
2.03	Household Hazardous Waste Collection	A. Service at least 50 residents annually.	1051	residents	Yes. The HHW program directly removes potential pollutants from the environment.
2.04	Public Reporting Regarding Illicit Discharge and Spills	A. Investigate 100% of illicit discharge and spill complaints.	100	percent	Yes. The reporting system starts the process to directly remove illicit discharges from the environment.
2.05A	Illicit Discharge Elimination Program	A. Investigate 100% of potential illicit discharges and spills from dry weather outfall screenings.	100	percent	Yes. The IDDE program directly removes illicit discharges from the environment.
2.05B	Illicit Discharge Elimination Program	B. Perform dry weather outfall screenings on 60 City outfalls annually.	311	outfalls	Yes. The IDDE program directly removes illicit discharges from the environment.
2.06	Staff IDDE Training	A. Conduct 1 IDDE training annually.	1	Training	Yes. Properly trained staff are better prepared to identify and remove illicit discharges from the environment.
2.07A	On-Site Sewage Facilities (OSSF) Program	A. Create 1 OSSF map annually.	1	map	Yes. The OSSF map identifies potential point sources of OSSF failures and overflows for staff to inspect and remediate.
2.07B	On-Site Sewage Facilities (OSSF) Program	B. Inspect 100% of new OSSF installations.	100	percent	Yes. The OSSF program directly removes potential illicit discharges from improper installations by ensuring proper installation.
2.08	Liquid Waste Transportation and Disposal Program	A. Permit 100% of liquid waste haulers operating within Cedar Hill jurisdiction annually.	100	percent	Yes. The LWH program directly removes pollutants by ensuring all transporters have authorized points of disposal.

3.01	Erosion and Sediment Control Plan Review and Approval	A. Review erosion and sediment control plans 1 time annually.	1	plan	Yes. The manual directly provides enforcement powers to staff, reducing potential stormwater pollutants.
3.02	Erosion and Sediment Control Inspections	A. Conduct erosion and sediment inspections monthly.	417	inspections	Yes. The inspections program directly removes and remediates erosion pollutants.
3.03	Public Reporting Regarding Construction Runoff	A. Investigate 100% of construction runoff complaints.	100	percent	Yes. The reporting system starts the process to directly remove illicit discharges from the environment.
3.04	Construction Inspector Training Program	A. Conduct 1 construction inspector training annually.	1	training	Yes. Properly trained staff are better prepared to identify and remove illicit discharges from the environment.
4.01	Final Walk-Through Inspections	A. Complete 100% of final walk-through inspections.	100	Percent	Yes. The inspections program directly removes and remediates illicit discharges.
4.02	Retention & Detention Inspections	A. The City inspect 100% of retention and detention pond annually.	100	Percent	Yes. The inspections program directly removes and remediates illicit discharges.
4.03	Engineered Design & Planning Review	A. Review the contents of the City's Manual for General Design Standards for Pavement, Drainage Systems and Water & Sanitary Sewer Systems 1 time per year.	1	manual	Yes. The Manual provides specifications to directly prevent illicit discharges.
4.04	Tree Preservation Ordinance	A. Review the contents of the Tree Preservation Ordinance 1 time per year.	1	Ordinance	Yes. The ordinance directly provides enforcement powers to staff, reducing potential stormwater pollutants.

4.05	Subdivision Ordinance	A. Review the contents of the Subdivision Ordinance 1 time per year.	1	Ordinance	Yes. The ordinance directly provides enforcement powers to staff, reducing potential stormwater pollutants.
4.06	Flood Damage Prevention Ordinance	A. Review the contents of the Flood Damage Prevention Ordinance 1 time per year.	1	Ordinance	Yes. The ordinance directly provides enforcement powers to staff, reducing potential stormwater pollutants.
5.01A	Inventory and Map of City-Owned Facilities	A. Inspect 100% of City-owned facilities and stormwater controls annually.	100	Percent	Yes. The inspections directly remove and remediates illicit discharges.
5.01B	Inventory and Map of City-Owned Facilities	B. Create 1 map of City-owned facilities annually.	1	Map	Yes. An updated map empowers staff to accurately trace illicit discharges, reducing the potential scale of remediation and pollution.
5.02	Pollution Prevention Training for Municipal Operations and Maintenance (O&M) Staff	A. Conduct 1 pollution prevention training annually.	1	Training	Yes. Properly trained staff are better prepared to identify and remove illicit discharges from the environment.
5.03A	Contractor Requirements and Oversight	A. Review current contract language to ensure compliance 1 time per year.	1	contract	Yes. The contract language ensures contractors directly removes and remediates illicit discharges.
5.03B	Contractor Requirements and Oversight	B. Enforce 100% of contractors to comply with contractor requirements with the City's SWMP.	100	Percent	Yes. The inspections ensures contractors directly removes and remediates illicit discharges.

5.04	Pollution Prevention Practices for Municipal O&M Activities	A. The City will review 100% of SOPs annually.	100	Percent	Yes. The SOPs provide the framework to directly remove and remediate illicit discharges from city facilities.
5.05A	Structural Control Maintenance	A. Perform maintenance on 100% proprietary structural control measures as recommended by the manufacturer.	100	Percent	Yes. The inspections directly remove and remediate illicit discharges from proprietary structural control measures.
5.05B	Structural Control Maintenance	B. Implement the inspection and maintenance program for 100% of non-proprietary measures.	100	Percent	Yes. The inspections directly remove and remediate illicit discharges from non-proprietary structural control measures.
5.06	Street Sweeping and Catch Basin Cleaning	A. Conduct at minimum 1 street sweeping event annually.	1	Street sweep	Yes. The sweeps directly remove potential illicit discharge pollutants.
5.07	High Priority Facility Program	A. Complete 1 assessment of City facilities and identify high priority facilities annually. Document any corrective actions to be taken. Identify appropriate staff for pollution prevention training.	6	assessment	Yes. The assessment directly removes and remediate illicit discharges.
5.08	Service Center Inspections	A. Conduct 12 Service Center Inspections annually.	12	inspections	Yes. The inspections directly removes and remediate illicit discharges.

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

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.</b>
1.01A	A. Create 1 stormwater brochure annually.	Goal achieved. 1 brochure reviewed and created.
1.01B	B. Inspect at least 1 times per year (annually) that the stormwater brochure is publicly available at the Cedar Hill Government Center and Library.	Goal achieved. Government Center and Library inspected.
1.02A	A. Publish at least 1 stormwater protection related article on the City's stormwater website annually.	Goal achieved. 1 brochure published on the website.
1.02B	B. Publish 1 general stormwater protection related post for the City's social media outlet annually.	Goal achieved. 1 social media post posted on the City's Facebook page.
1.03	A. Attend at least 2 public events annually to promote stormwater protection.	Goal achieved. Attended 18 events.
1.04	A. Conduct at least 1 public presentation annually on stormwater protection.	Goal achieved. 3 public presentations performed.
1.05	A. Attend at least 1 the Stormwater Task Force meetings held by the North Central Texas Council of Governments (NCTCOG) annually. Document initiatives developed by the Task Force and selected for implementation by the City.	Goal achieved. 25 NCTCOG stormwater meetings attended.
1.06	A. Install 1 stormwater protection related public display at the library annually.	Goal achieved. 1 display placed at library.
1.07	A. Install or inspect 50 storm drain inlet markers annually.	Goal achieved. 121 markers installed.
1.08	A. Adopt at least 1 public right of way, trail, park, or preserve annually.	Goal achieved. 16 public right of ways, trails, parks, and/or preserves adopted.
1.09	A. Attend at least 6 DRC meetings or construction meetings annually.	Goal achieved. 42 meetings attended.

2.01	A. Review the contents of the Stormwater Management Ordinance at least 1 time per year annually.	Goal achieved. Ordinance reviewed.
2.02	A. Post 1 Storm Sewer System Map on the City's stormwater website annually.	Goal achieved. Map reviewed and published on the website.
2.03	A. Service at least 50 residents annually.	Goal achieved. 1051 residents served.
2.04	A. Investigate 100% of illicit discharge and spill complaints.	Goal achieved. 100% of complaints investigated.
2.05A	A. Investigate 100% of potential illicit discharges and spills from dry weather outfall screenings.	Goal achieved. 100% of illicit discharges investigated.
2.05B	B. Perform dry weather outfall screenings on 60 City outfalls annually.	Goal achieved. 311 outfalls screened.
2.06	A. Conduct 1 IDDE training annually.	Goal achieved. 1 training conducted.
2.07A	A. Create 1 OSSF map annually.	Goal achieved. 1 map reviewed and created.
2.07B	B. Inspect 100% of new OSSF installations.	Goal achieved. 100% of OSSF installations inspected.
2.08	A. Permit 100% of liquid waste haulers operating within Cedar Hill jurisdiction annually.	Goal achieved. 100% of LWHs permitted.
3.01	A. Review erosion and sediment control plans 1 time annually.	Goal achieved. Plan reviewed.
3.02	A. Conduct erosion and sediment inspections monthly.	Goal achieved. 417 inspections performed.
3.03	A. Investigate 100% of construction runoff complaints.	Goal achieved. 100% of complaints investigated.
3.04	A. Conduct 1 construction inspector training annually.	Goal achieved. 1 training conducted.

4.01	A. Complete 100% of final walk-through inspections.	Goal achieved. 100% of walk-throughs completed.
4.02	A. The City inspect 100% of retention and detention pond annually.	Goal achieved. 100% of ponds inspected.
4.03	A. Review the contents of the City's Manual for General Design Standards for Pavement, Drainage Systems and Water & Sanitary Sewer Systems 1 time per year.	Goal achieved. Manual reviewed.
4.04	A. Review the contents of the Tree Preservation Ordinance 1 time per year.	Goal achieved. Ordinance reviewed.
4.05	A. Review the contents of the Subdivision Ordinance 1 time per year.	Goal achieved. Ordinance reviewed.
4.06	A. Review the contents of the Flood Damage Prevention Ordinance 1 time per year.	Goal achieved. Ordinance reviewed.
5.01A	A. Inspect 100% of City-owned facilities and stormwater controls annually.	Goal achieved. 100% of facilities and controls inspected.
5.01B	B. Create 1 map of City-owned facilities annually.	Goal achieved. 1 map reviewed and created.
5.02	A. Conduct 1 pollution prevention training annually.	Goal achieved. 1 training conducted.
5.03A	A. Review current contract language to ensure compliance 1 time per year.	Goal achieved. Contract reviewed.
5.03B	B. Enforce 100% of contractors to comply with contractor requirements with the City's SWMP.	Goal achieved. 100% of contractors enforced to comply.
5.04	A. The City will review 100% of SOPs annually.	Goal achieved. 100% of SOPs reviewed.

5.05A	A. Perform maintenance on 100% proprietary structural control measures as recommended by the manufacturer.	Goal achieved. 100% of control measures inspected.
5.05B	B. Implement the inspection and maintenance program for 100% of non-proprietary measures.	Goal achieved. 100% of control measures inspected.
5.06	A. Conduct at minimum 1 street sweeping event annually.	Goal achieved. 1 sweep conducted.
5.07	A. Complete 1 assessment of City facilities and identify high priority facilities annually. Document any corrective actions to be taken. Identify appropriate staff for pollution prevention training.	Goal achieved. 6 assessments completed.
5.08	A. Conduct 12 Service Center Inspections annually.	Goal achieved. 12 inspections conducted.

## C. Stormwater Data Summary

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

## D. Impaired Waterbodies

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

**No impaired water bodies were added within City jurisdiction.**

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

**N/A**

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

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

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

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

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

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

<b>Description of bacteria-focused BMP</b>	<b>Comments/Discussion</b>
N/A	

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

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

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

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

## **E. Stormwater Activities**

Describe activities planned for the next reporting year:

<b>MCM(s)</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
1.01A	General Education on Stormwater	A. Create 1 stormwater brochure annually.	The City will continue use of a brochure related to stormwater at public events and made available on the stormwater website. The contents of the brochure shall be reviewed annually.
1.01B	General Education on Stormwater	B. Inspect at least 1 times per year (annually) that the stormwater brochure is publicly available at the Cedar Hill Government Center and Library.	The City will continue use of a brochure related to stormwater at public events and made available on the stormwater website. The contents of the brochure shall be reviewed annually.
1.02A	Stormwater Website and other Internet-based Outreach	A. Publish at least 1 stormwater protection related article on the City's stormwater website annually.	The City will continue to update the existing website and include information about the SWMP. The City will post 1 stormwater protection related article on the City's stormwater website annually. The City will post 1 general stormwater protection post for the City's social media outlet annually.

1.02B	Stormwater Website and other Internet-based Outreach	B. Publish 1 general stormwater protection related post for the City's social media outlet annually.	The City will continue to update the existing website and include information about the SWMP. The City will post 1 stormwater protection related article on the City's stormwater website annually. The City will post 1 general stormwater protection post for the City's social media outlet annually.
1.03	Stormwater Education at Public Events	A. Attend at least 2 public events annually to promote stormwater protection.	The City assists, plans, and/or hosts 2 annual events such as but not limited to Country Day on the Hill and the Neighborhood Block Party. At these events, City staff set up booths and hand out information to attendees, discussing stormwater pollution issues. Public events are great opportunities to reach residents, businesses and visitors to the City.
1.04	Public Presentations	A. Conduct at least 1 public presentation annually on stormwater protection.	The City provides free public presentations promoting stormwater pollution prevention information. The presentations keep the public aware of potential stormwater pollution issues. The City will conduct at least 1 public presentation annually.
1.05	NCTCOG Stormwater Public Education Task Force	A. Attend at least 1 the Stormwater Task Force meetings held by the North Central Texas Council of Governments (NCTCOG) annually. Document initiatives developed by the Task Force and selected for implementation by the City.	The City participates in the North Central Texas Council of Governments (NCTCOG) to exchange professional experience, share public education resources, and develop opportunities for regional cooperation. The City will attend at least 1 stormwater related task force meeting held by the NCTCOG annually.
1.06	Library Display	A. Install 1 stormwater protection related public display at the library annually.	The City's public library has a display to educate the public about different topics monthly. The display provides an opportunity for the City to educate the public about stormwater pollution issues. The City will install 1 stormwater protection related public display at the library annually.
1.07	Storm Drain Inlet Markers	A. Install or inspect 50 storm drain inlet markers annually.	Storm drain inlet markers are placed at all new storm drain inlets to discourage the public from improper release, dispose and/or dump foreign hazardous material in the storm drain system. The City will install or inspect at least 50 storm drain inlet markers annually

1.08	Adopt Cedar Hill Program	A. Adopt at least 1 public right of way, trail, park, or preserve annually.	The City coordinates street, trail, and park adoption from the community to promote neighborhood litter cleanups. The City helps supply but does not take part in the organization of the cleanups. The City will have at least 1 adoption of public right of way, trail, park, or preserve annually.
1.09	Development Review Committee (DRC) and other Construction Meetings	A. Attend at least 6 DRC meetings or construction meetings annually.	City staff are made available typically every Wednesday to answer questions and review policies regarding development within the City, as well as City expectations and regulations for construction and post-construction. City staff will provide information on stormwater regulations and requirements for the purpose of providing guidance to builders and developers attending the meetings. DRC meetings are not held if no projects are on the DRC agenda and on City observed Holidays. The City will conduct and attend 6 DRC meetings or construction meetings annually.
2.01	Stormwater Management Ordinance	A. Review the contents of the Stormwater Management Ordinance at least 1 time per year annually.	City staff will review the existing ordinance to determine if any changes are necessary with regards to the updated permit at least 1 time per year annually. The existing ordinance contains a list of allowable non-stormwater discharges, a list of specific prohibited discharges and acts adversely affecting water quality, as well as requirements for notification of release and cleanup.
2.02	Storm Sewer System Map	A. Post 1 Storm Sewer System Map on the City's stormwater website annually.	The City will maintain and update the 1 storm sewer system map on the City's stormwater website annually.
2.03	Household Hazardous Waste Collection	A. Service at least 50 residents annually.	The City provides free household hazardous waste collection through the Waste Management At-Your-Door special collection program. Residents may also drop off HHW at the Fort Worth Environmental Collection Center and the Mansfield Environmental Collection Center. The City will service at least 50 residents annually.

2.04	Public Reporting Regarding Illicit Discharge and Spills	A. Investigate 100% of illicit discharge and spill complaints.	The City will continue to administer the Public Works emergency number and online complaint system. The City will implement procedures to respond to public complaints regarding illicit discharges and spills. Investigations shall be conducted in a reasonable amount of time, based on the information collected. The City will investigate 100% of illicit discharge and spill complaints.
2.05A	Illicit Discharge Elimination Program	A. Investigate 100% of potential illicit discharges and spills from dry weather outfall screenings.	The City uses the Field Investigation Guide (FIG) developed by the NCTCOG as a guide to illicit discharge investigations and inspections. Once the discharge has been confirmed as illicit, and the source identified, the City will take the appropriate steps necessary to eliminate the discharge, including follow-up inspections. The City will investigate 100% of potential illicit discharges and spills from dry weather outfall screenings. The City will perform dry weather outfall screenings on at least 60 City outfalls annually.
2.05B	Illicit Discharge Elimination Program	B. Perform dry weather outfall screenings on 60 City outfalls annually.	The City uses the Field Investigation Guide (FIG) developed by the NCTCOG as a guide to illicit discharge investigations and inspections. Once the discharge has been confirmed as illicit, and the source identified, the City will take the appropriate steps necessary to eliminate the discharge, including follow-up inspections. The City will investigate 100% of potential illicit discharges and spills from dry weather outfall screenings. The City will perform dry weather outfall screenings on at least 60 City outfalls annually.
2.06	Staff IDDE Training	A. Conduct 1 IDDE training annually.	The City uses the IDDE Training Video developed by the NCTCOG to train relevant staff with the potential to spot possible illicit discharges. The training includes what to do when a suspected discharge has been identified. The City will conduct 1 IDDE training annually.
2.07A	On-Site Sewage Facilities (OSSF) Program	A. Create 1 OSSF map annually.	The OSSF Program reviews and inspects all new septic system installations and assists failing septic system remediations. The City has licensed Designated Representative staff to administer the program. The City will create 1 OSSF map annually. The City will inspect 100% of new OSSF installations.

2.07B	On-Site Sewage Facilities (OSSF) Program	B. Inspect 100% of new OSSF installations.	The OSSF Program reviews and inspects all new septic system installations and assists failing septic system remediations. The City has licensed Designated Representative staff to administer the program. The City will create 1 OSSF map annually. The City will inspect 100% of new OSSF installations.
2.08	Liquid Waste Transportation and Disposal Program	A. Permit 100% of liquid waste haulers operating within Cedar Hill jurisdiction annually.	The liquid waste transportation and disposal program requires all liquid waste transporters to apply for a permit to operate within City limits. As part of the application process, the vehicles proposed to be used are inspected by City staff to verify operational suitability. The City will permit 100% of liquid waste haulers operating within Cedar Hill jurisdiction annually.
3.01	Erosion and Sediment Control Plan Review and Approval	A. Review erosion and sediment control plans 1 time annually.	The City requires that NOIs, SWPPPs, erosion and sediment control plan sheets and details, construction phasing tables, and NOTs be submitted and reviewed prior to the commencement of construction. This allows for the proper phasing of construction and the proper erosion and sediment control devices to be utilized and in place before land is distributed. The City will review all erosion and sediment control plans 1 time annually.
3.02	Erosion and Sediment Control Inspections	A. Conduct erosion and sediment inspections monthly.	The City will continue to perform inspections regulated to construction sites. Construction site erosion and sediment control devices and stabilization techniques are reviewed and inspected during plan review, during construction, and after construction has ceased. The City will conduct erosion and sediment inspections monthly.
3.03	Public Reporting Regarding Construction Runoff	A. Investigate 100% of construction runoff complaints.	The City will continue to administer the Public Works emergency number and online complaint system. The City will implement procedures to respond to public complaints regarding construction sites. Investigations shall be conducted in a reasonable amount of time, based on the information collected. The City will investigate 100% of construction runoff complaints.

3.04	Construction Inspector Training Program	A. Conduct 1 construction inspector training annually.	The City uses the Construction Stormwater Awareness Training Video developed by the NCTCOG to train relevant staff with the potential to spot possible poor stormwater management at construction sites. The City will conduct 1 construction inspector training annually.
4.01	Final Walk-Through Inspections	A. Complete 100% of final walk-through inspections.	As new developments request final acceptance for public improvements and close-out of their project, the final inspection includes checking for final stabilization and the removal of non-permanent BMPs. These final inspections are a detailed, on-site review of the work that has been performed in order to ensure compliance with City standards prior to acceptance. The City will complete 100% of final walk-through inspections.
4.02	Retention & Detention Inspections	A. The City inspect 100% of retention and detention pond annually.	The City will continue the retention and detention pond maintenance inspections program. Inspection outcomes shall be documented. The City inspect 100% of retention and detention pond annually.
4.03	Engineered Design & Planning Review	A. Review the contents of the City's Manual for General Design Standards for Pavement, Drainage Systems and Water & Sanitary Sewer Systems 1 time per year.	The City will continue to review developments for compliance with the City's Manual for General Design Standards for Pavement, Drainage Systems and Water & Sanitary Sewer Systems which includes post-construction BMP 1 time per year.
4.04	Tree Preservation Ordinance	A. Review the contents of the Tree Preservation Ordinance 1 time per year.	City staff will review the existing ordinance to determine if any changes are necessary with regards to the updated permit 1 time per year. The Tree Preservation Ordinance protects and discourages the removal of existing trees and preserve natural habitat for new development and construction.
4.05	Subdivision Ordinance	A. Review the contents of the Subdivision Ordinance 1 time per year.	City staff will review the existing ordinance to determine if any changes are necessary with regards to the updated permit 1 time per year. The Subdivision Ordinance sets rules for building setbacks, parking lot island requirements, landscape buffers, and parkland dedication for residential developments.

4.06	Flood Damage Prevention Ordinance	A. Review the contents of the Flood Damage Prevention Ordinance 1 time per year.	City staff will review the existing ordinance to determine if any changes are necessary with regards to the updated permit 1 time per year. The Flood Damage Prevention Ordinance restricts development within floodplain areas, which positively affects the water quality within major waterways.
5.01A	Inventory and Map of City-Owned Facilities	A. Inspect 100% of City-owned facilities and stormwater controls annually.	The City will maintain and update, as necessary, the existing GIS map of City-owned and operated facilities and stormwater controls. The City will inspect 100% of City-owned facilities and stormwater controls annually. The City will create 1 map of City-owned facilities annually.
5.01B	Inventory and Map of City-Owned Facilities	B. Create 1 map of City-owned facilities annually.	The City will maintain and update, as necessary, the existing GIS map of City-owned and operated facilities and stormwater controls. The City will inspect 100% of City-owned facilities and stormwater controls annually. The City will create 1 map of City-owned facilities annually.
5.02	Pollution Prevention Training for Municipal Operations and Maintenance (O&M) Staff	A. Conduct 1 pollution prevention training annually.	The City uses a series of training modules and videos directed at pollution prevention for municipal activities, which was developed by the Pollution Prevention Task Force (NCTCOG), as training materials for City staff. Other materials developed by the City or other sources may supplement the modules and videos. The City will conduct 1 pollution prevention training annually.
5.03A	Contractor Requirements and Oversight	A. Review current contract language to ensure compliance 1 time per year.	The City will review the existing language contained in standard contracts to require compliance with good housekeeping practices or other control measures to ensure that municipal contractors are not contributing pollutants to the MS4 1 time per year. The City will enforce 100% of contractors to comply with contractor requirements with the City's SWMP.
5.03B	Contractor Requirements and Oversight	B. Enforce 100% of contractors to comply with contractor requirements with the City's SWMP.	The City will review the existing language contained in standard contracts to require compliance with good housekeeping practices or other control measures to ensure that municipal contractors are not contributing pollutants to the MS4 1 time per year. The City will enforce 100% of contractors to comply with contractor requirements with the City's SWMP.

5.04	Pollution Prevention Practices for Municipal O&M Activities	A. The City will review 100% of SOPs annually.	The City will review the existing SOPs, good housekeeping practices or other stormwater control measures to prevent or reduce stormwater pollution from municipal O&M activities. The City will train the staff whose job duties are related to conducting municipal O&M activities to ensure that they are aware of the City's existing SOPs. The City will review 100% of SOPs annually.
5.05A	Structural Control Maintenance	A. Perform maintenance on 100% proprietary structural control measures as recommended by the manufacturer.	The City will perform maintenance on proprietary structural control measures as recommended by the manufacturer. For other non-proprietary control measures, the City will develop an inspection and maintenance program to ensure continued function. The City will perform maintenance on 100% proprietary structural control measures as recommended by the manufacturer. The City will implement the inspection and maintenance program for 100% of non-proprietary measures.
5.05B	Structural Control Maintenance	B. Implement the inspection and maintenance program for 100% of non-proprietary measures.	The City will perform maintenance on proprietary structural control measures as recommended by the manufacturer. For other non-proprietary control measures, the City will develop an inspection and maintenance program to ensure continued function. The City will perform maintenance on 100% proprietary structural control measures as recommended by the manufacturer. The City will implement the inspection and maintenance program for 100% of non-proprietary measures.
5.06	Street Sweeping and Catch Basin Cleaning	A. Conduct at minimum 1 street sweeping event annually.	The City will perform periodic street sweeping of major thoroughfares and residential streets to reduce pollutants entering the storm sewer system. Additionally, blocked catch basins can build up leaves, store water and present other conditions favorable to bacteria growth and development. As the City becomes aware of a blocked catch basin, it will be cleaned in a timely manner. The City will conduct at least 1 street sweeping event annually.

5.07	High Priority Facility Program	A. Complete 1 assessment of City facilities and identify high priority facilities annually. Document any corrective actions to be taken. Identify appropriate staff for pollution prevention training.	The City will conduct 1 detailed assessment and inspection program for the high priority facilities annually. Assessment and inspection reports will be retained on site. The report will show the results and any recommendation for reducing the potential for stormwater pollution.
5.08	Service Center Inspections	A. Conduct 12 Service Center Inspections annually.	The City will continue inspections at the Service Center. The results of the inspections and observations shall be documented. The City will conduct 12 Service Center inspections annually.

## F. SWMP Modifications

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

**X** Yes  No

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

Yes **X** No

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

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
1.01A	A. Create 1 stormwater brochure annually.	<i>No proposed changes</i>
1.01B	B. Inspect at least 1 times per year (annually) that the stormwater brochure is publicly available at the Cedar Hill Government Center and Library.	<i>No proposed changes</i>
1.02A	A. Publish at least 1 stormwater protection related article on the City's stormwater website annually.	<i>No proposed changes</i>
1.02B	B. Publish 1 general stormwater protection related post for the City's social media outlet annually.	<i>No proposed changes</i>

1.03	A. Attend at least 2 public events annually to promote stormwater protection.	<i>No proposed changes</i>
1.04	A. Conduct at least 1 public presentation annually on stormwater protection.	<i>No proposed changes</i>
1.05	A. Attend at least 1 the Stormwater Task Force meetings held by the North Central Texas Council of Governments (NCTCOG) annually. Document initiatives developed by the Task Force and selected for implementation by the City.	<i>No proposed changes</i>
1.06	A. Install 1 stormwater protection related public display at the library annually.	<i>No proposed changes</i>
1.07	A. Install or inspect 50 storm drain inlet markers annually.	<i>No proposed changes</i>
1.08	A. Adopt at least 1 public right of way, trail, park, or preserve annually.	<i>No proposed changes</i>
1.09	A. Attend at least 6 DRC meetings or construction meetings annually.	<i>No proposed changes</i>
2.01	A. Review the contents of the Stormwater Management Ordinance at least 1 time per year annually.	<i>No proposed changes</i>
2.02	A. Post 1 Storm Sewer System Map on the City's stormwater website annually.	<i>No proposed changes</i>
2.03	A. Service at least 50 residents annually.	<i>No proposed changes</i>
2.04	A. Investigate 100% of illicit discharge and spill complaints.	<i>No proposed changes</i>
2.05A	A. Investigate 100% of potential illicit discharges and spills from dry weather outfall screenings.	<i>No proposed changes</i>
2.05B	B. Perform dry weather outfall screenings on 60 City outfalls annually.	<i>No proposed changes</i>
2.06	A. Conduct 1 IDDE training annually.	<i>No proposed changes</i>

2.07A	A. Create 1 OSSF map annually.	<i>No proposed changes</i>
2.07B	B. Inspect 100% of new OSSF installations.	<i>No proposed changes</i>
2.08	A. Permit 100% of liquid waste haulers operating within Cedar Hill jurisdiction annually.	<i>No proposed changes</i>
3.01	A. Review erosion and sediment control plans 1 time annually.	<i>No proposed changes</i>
3.02	A. Conduct erosion and sediment inspections monthly.	<i>No proposed changes</i>
3.03	A. Investigate 100% of construction runoff complaints.	<i>No proposed changes</i>
3.04	A. Conduct 1 construction inspector training annually.	<i>No proposed changes</i>
4.01	A. Complete 100% of final walk-through inspections.	<i>No proposed changes</i>
4.02	A. The City inspect 100% of retention and detention pond annually.	<i>No proposed changes</i>
4.03	A. Review the contents of the City's Manual for General Design Standards for Pavement, Drainage Systems and Water & Sanitary Sewer Systems 1 time per year.	<i>No proposed changes</i>
4.04	A. Review the contents of the Tree Preservation Ordinance 1 time per year.	<i>No proposed changes</i>
4.05	A. Review the contents of the Subdivision Ordinance 1 time per year.	<i>No proposed changes</i>
4.06	A. Review the contents of the Flood Damage Prevention Ordinance 1 time per year.	<i>No proposed changes</i>

5.01A	A. Inspect 100% of City-owned facilities and stormwater controls annually.	<i>No proposed changes</i>
5.01B	B. Create 1 map of City-owned facilities annually.	<i>No proposed changes</i>
5.02	A. Conduct 1 pollution prevention training annually.	<i>No proposed changes</i>
5.03A	A. Review current contract language to ensure compliance 1 time per year.	<i>No proposed changes</i>
5.03B	B. Enforce 100% of contractors to comply with contractor requirements with the City's SWMP.	<i>No proposed changes</i>
5.04	A. The City will review 100% of SOPs annually.	<i>No proposed changes</i>
5.05A	A. Perform maintenance on 100% proprietary structural control measures as recommended by the manufacturer.	<i>No proposed changes</i>
5.05B	B. Implement the inspection and maintenance program for 100% of non-proprietary measures.	<i>No proposed changes</i>
5.06	A. Conduct at minimum 1 street sweeping event annually.	<i>No proposed changes</i>
5.07	A. Complete 1 assessment of City facilities and identify high priority facilities annually. Document any corrective actions to be taken. Identify appropriate staff for pollution prevention training.	<i>No proposed changes</i>
5.08	A. Conduct 12 Service Center Inspections annually.	<i>No proposed changes</i>

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

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

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

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

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

## **H. Additional Information**

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

Yes  No

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

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

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

Yes  No

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

Yes  No

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

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

Permittee: \_\_\_\_\_

## **I. Construction Activities**

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

**18**

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

Yes  No

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

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

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

## **J. Certification**

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

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

Name (printed): DUY VU Title: ENVIRONMENTAL MANAGER

Signature:  Date: 2/01/24

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

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