

City of Royse City, TXR040569 - Stormwater Management Program 2018, MS4 Annual Report Data Request (revised 02-05-19)

MCM(s)	Measurable Goal(s)	2016 Progress towards goal - Reference from previous year	2017 Progress towards goal - Supporting Document(s)	2018 Progress towards goal - Supporting Document(s)	Questions/Followup* *Yellow = Action Items(Section E)
1	BMP 1.1-Distribute Stormwater Education Material	Met goal – Stormwater Education Material printed in local paper. Ad affidavit attached. The City also utilizes social media. The SWMP is available at City Hall and on the city website.	PDF or photo of educational materials, educational articles, social media posts, etc used during past year. Alternately provide list of titles or otherwise describe materials used.	Article run in local paper in December 2017 "Dee Green'n the Water"; March 2017 newspaper article "spring Weather cleaning tips"; still using social media. Unable to find record or archive of the newspaper article or City newsletter on website - request that PDFs of similar resources be saved for 2018.	See 01-18-2019 receipts from Dario - 3 articles related to water quality published in Royse City Herald-Banner
1	BMP 1.2 Stormwater message on City website – Maintain	The SWMP is available on the City website. Additional education materials are being added to the site for Year 4 including: TCEQ Oil-Recycling, TCEQ Water Quality Brochure, TCEQ Green Guide Yard Care.	(03-05-18 edit) Add these or other materials to the website as links: TCEQ Oil-Recycling, TCEQ Water Quality Brochure, TCEQ Green Guide Yard Care.		I do see the SWMP posted, but are other materials/links available on website? If not these should be a task for 2019. <a href="#">Matt sent materials listed to Dario (email attachment) 02-05-19</a>
1	BMP 1.3 - River/Stormwater System Volunteer Cleanups	Met goal – Spring Clean-up April 21-23, 2016. Open to all citizens in the City. Collected 17 full 30 yard rolls of dumpsters. Approximately 700 people attended.	Date of cleanup event(s); # dumpsters filled; estimate # attendees.		See 01-18-2019 flyer from Dario - dates of cleanup 6/14-6/15 2018 at Walker Hawk Sports Complex SWMP is posted as PDF here ( <a href="http://www.roysecity.com/departments/public-works/stormwater-management/">http://www.roysecity.com/departments/public-works/stormwater-management/</a> )
1	BMP 1.4 – Display SWMP on City Website for Public Review and Comments	Met goal - The SWMP is available at City Hall and through the City website. Email and contact information available on the website for comments regarding the SWMP. No community comments were made. City website undergoing maintenance. The Public Works page and stormwater management page will be updated to include more easily available information and contact information.	Any public comments or feedback on the SWMP; if Public Works page has been updated during 2017, list specific changes made.		
2	BMP 2.1 –Illicit Discharge & Illegal Dumping Ordinance	Met goal – Prepared drafts for Illicit Discharge and Illegal Dumping Ordinances. Ordinances will be reviewed and implemented in Year 4.	Ordinance drafted and reviewed; if the revised ordinance passed by City Council, provide date of meeting that it passed. (03-05-18 edit) *Ordinance was not passed in 2017; went to Council in February 2018. Note existing ordinance for reference: See Sec. 13.08.002 'Penalty' - covers penalties and fines to aid enforcement. Sec. 13.08.003, 'Discharge to storm sewer, street or watercourse - covers discharge of polluted waters to storm sewer. See also Sec. 13.08.020 'Accidental Discharge', covers some discharge, reporting, and permit requirements.		Note from last year says that this ordinance went to Council in February 2018 - on what date did it pass? <b>Dario to send Matt the date passed</b>
2	BMP 2.2 - Prepare Dry Weather Inspection Procedure and Form	Met goal - Existing reporting procedures were reviewed and were revised as needed. New policy and procedures for complaints and new investigation forms created. (see attached)	Attach 2016 documents/forms.	Goal met.	Goal met.

MCM(s)	Measurable Goal(s)	2016 Progress towards goal - Reference from previous year	2017 Progress towards goal - Supporting Document(s)	2018 Progress towards goal - Supporting Document(s)	Questions/Followup* *Yellow = Action Items(Section E)
2	BMB 2.3- Develop draft electronic and paper maps of all stormwater outfalls and waters	Met goal – Stormwater map created by Birkhoff, Hendricks, and Carter	Attach map.	Goal met.	Goal met.
2	BMP 2.4 – Educate City Employees, Business, and the General Public Regarding Hazards Associated With Illegal Discharges to the System)	Met goal – Stormwater Education Material printed in local paper. Ad affidavit attached. The City also utilizes social media. The SWMP is available at City Hall and on the city website. See BMP 1.1	List titles of educational material; provide copy of educational material or describe any specific content that targets illegal stormwater discharges.	See BMP 1.1	See BMP 1.1
3	BMP 3.1 – Implement/Maintain Ordinance and Enforcement Mechanism to Require Erosion and Sediment Control at site>1 Acre	Met Goal – Erosion Control Ordinance drafted. See attached. City website to include a link to TCEQ How to Prepare SWPPP for additional information.	Attach erosion control ordinance. Provide link to TCEQ article.	Link to TCEQ How to Prepare SWPPP for additional information on website?	Link to TCEQ How to Prepare SWPPP for additional information on website? <a href="#">Matt sent link to brochure 02-05-19 (email attachment)</a>
3	BMP 3.2 – Require submittal of Construction Site SWPPP for Review by City Staff	Met Goal - City currently enforces current ordinances requiring SWPPP and Erosion Control Plans for sites larger than 1 acre	Attach ordinance excerpt. Attach sample SWPPP forms.	See construction site inspection forms from 2018 sent by Dario 09-25-2018	See construction site inspection forms from 2018 sent by Dario 09-25-2018
3	BMP 3.3 –Implement Procedures for Construction Site Inspection of Runoff Controls	Met Goal - Construction Site Inspection Procedures reviewed. (See attached).	Attach construction site inspection procedures.	Goal met.	Goal met.
3	BMP 3.4 – Train City Inspector in Conducting Proper Site Inspections	Met Goal - Public Works Director got recertified for Stormwater Inspections on September 7, 2016. (See attached)	Number of any additional inspectors trained in 2017; dates of training	Dario trained; no other staff	Goal met - Dario trained; no other staff
3	BMP 3.5 - Implement mechanism for contractor Comment and Procedures for Comment Consideration in regard to Runoff Control	Met Goal - The City website currently has an email link for the public or contractors to contact the City. A Complaint Log created to document comments/complaints made. See attached.	Number and description of any contractor runoff control comments or reports. Attach log form.	No comments	Any comments from website log? <a href="#">General feedback during preconstruction meetings but no specific comments. Contractors tend to hire own SWPPP contractors.</a>
4	BMP 4.1 – Determine Appropriate Materials to Distribute for Area Developers Regarding Post-Construction Stormwater Controls.	Met Goal – City will provide Stormwater Education, Are We Keeping the Water Clean? Slideshow to Area Developers at pre-construction meetings and will also be provided on City’s Website.	Number of pre-construction meetings and dates when slideshow was shown; link to slideshow on City website	Matt sent reminder to Dario 03-05-18	Slideshow 'Stormwater Education, Are We Keeping the Water Clean?' available on City website? <a href="#">Matt sent to Dario 02-05-19 (email attachment)</a>
5	BMB 5.1 - Assess Municipal Properties for Appropriate Stormwater Pollution Prevention Control	Met Goal - Annual Inspections of City’s Municipalities were completed. See attached.	Describe municipal property stormwater pollution prevention inspections: number, dates, data collected, provide 1-2 examples of inspection forms completed.	Per City discussion, Service Center would be only facility - set as goal for 2018; Send Dario template form (DONE 03-05-18). What about Public Works Building, Fire Station, and City Hall - all inspected in 2016.	Service Center facility inspected in 2018? What about Public Works Building, Fire Station, and City Hall - all were inspected in 2016. <a href="#">Matt added these to list of municipal inspections for 2019. Sent Dario the inspection form 02-05-19 (email attachment)</a>

MCM(s)	Measurable Goal(s)	2016 Progress towards goal - Reference from previous year	2017 Progress towards goal - Supporting Document(s)	2018 Progress towards goal - Supporting Document(s)	Questions/Followup* *Yellow = Action Items(Section E)
5	BMP 5.2 – Written Policy, Procedures and Schedule for Periodic Inspection and Maintenance of Stormwater Systems	Met Goal - Reviewed current policies, procedures and schedule for stormwater system maintenance. Every year during the first week of March the City's stormwater systems are inspected and if needed, maintenance is performed.	Dates of annual stormwater inspections in 2017; number and type of inspections performed; provide 1-2 example inspection forms.	Dario 03-16-18 sent examples of construction inspections (2) - referenced these here.	Dario sent examples of 2018 construction inspections