

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: _TXR040025_ Annual Reporting Year: (calendar year, permit year, or fiscal year): _2018_____ Last day of fiscal year, if applicable: _n/a_____

MS4 Operator Level: _Phase 2_ Name of MS4/Permittee: _City of University Park_____

Contact Name: _Jodie Ledat_____ Telephone Number: __214-987-5447_____

Mailing Address: _3800 University Boulevard, University Park, TX 75205_____

E-mail Address: __jledat@uptexas.org_____

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

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

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	x		
Permittee is currently in compliance with recordkeeping and reporting requirements.	x		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	x		

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

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1	1.1 Utility Bill Insert	Yes. This practice serves to educate residents and businesses.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1	1.1 Article in City Newsletter	Yes. This practice serves to educate residents and businesses.
1	1.1 and 1.6 Make utility bill inserts available at the Public Library	Yes. This practice serves to educate residents.
1	1.2 Texas Smartscape Link	Yes. This practice serves to educate residents and businesses.
1	1.3 University Park Stormwater Website	Yes. This practice serves to educate residents and businesses and provides an avenue for residents to report issues and concerns.
1	1.4 City Hotline	Yes. This practice provides an avenue for residents to report issues and concerns and to ask questions.
1	1.5 Storm Drain Markers	Yes. This practice serves to educate residents and businesses.
1	1.7 Local Cable TV Access and Information	The City no longer broadcasts information on the local cable channel.
1	1.8 Classroom Education	Yes. This practice serves to educate young residents who take those lessons home with them and share them with their families.
1	1.9 Lawn Care Education	Yes. This practice serves to educate landscapers and residents in proper leaf disposal / composting.
1	1.10 SMU Stormwater Awareness	Yes. This practice serves to educate residents and university staff and employees.
1	1.11 Education for Elected Officials	Yes. This practice serves to educate residents and influence policy.
1	1.12 Education for Public Service Employees	Yes. This practice serves to educate employees who are trained in hazardous materials cleanup.
1	1.13 Business / Commercial Education	Yes. This practice serves to educate residents and businesses.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1	1.14 City Inspector Training	Yes. This practice serves to educate employees who inspect construction sites.
1	1.15 Developer, Builder, Engineer Education and Training	Yes. This practice serves to educate those who design and construct buildings on sites within the MS4.
1	1.16 Public Meetings	Yes. This practice serves to educate residents.
1	1.17 Continue Various Volunteer Committees	Yes. This practice serves to educate residents and potentially impact policy.
1	1.18 Recycling Program	Yes. This practice serves to educate residents in the proper disposal of recyclable materials.
1	1.19 Pet Waste Management	Yes. This practice serves to educate residents and provides bags to enable residents to collect and properly dispose of pet waste. This practice reduces the potential contaminants reaching water bodies.
1	1.20 Public Notice Requirements	Yes. This practice serves to educate residents and to review the City's SWMP as well as provides the opportunity to express concerns and ask questions.
1	1.21 Bacteria Specific Public Education	Yes. This practice serves to educate residents to properly dispose of pet waste.
1	1.22 Partnerships	Yes. This practice serves to educate residents and businesses on local programs.
1	1.23 Proper Waste Disposal Educational Events	Yes. This practice serves to educate residents and businesses on proper disposal of waste items.
2	2.1 Code Enforcement	Yes. This practice allows staff to review current policy and make revisions as necessary.
2	Code Enforcement Training	Yes. This practice serves to educate employees who inspect code violations including illegal dumping.
2	2.2 Dry Weather Monitoring	Yes. This practice serves as a monitoring tool for the MS4.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
2	2.4 Illicit Discharge Inspections	Yes. This practice serves to educate employees who inspect code violations including illegal dumping and employees who maintain and service the storm sewer system.
2	2.5 Storm Sewer Mapping	Yes. This practice serves as a tool for staff monitoring of the system.
2	2.6 Eliminations of Illicit Connections	Yes. This practice serves to remove potential sources of contaminants into the system.
2	2.7 Spill Response	Yes. This practice serves to train staff in proper clean-up procedures.
2	2.8 City Hotline	Yes. This practice serves as a tool for residents to contact the City with storm water concerns and issues.
2	2.9 Public Information Program	Yes. This practice serves to educate residents and staff.
2	2.10 Household Hazardous Waste Collection and Recycling	Yes. This practice serves to provide residents with a service to properly dispose of household hazardous waste.
2	2.11 Prevent and Correct Leaking On-Site Sewage Disposal Systems	Yes. This practice serves to remove a potential contaminant source from stormwater. Please note the MS4 has no On-Site Sewage Disposal Systems.
2	2.12 Tracking Sanitary Sewer Overflows	Yes. This practice serves to monitor discharges from the sanitary system to the storm sewer system.
3	3.1 Controlling Ordinances	Yes. This practice serves to provide builders and residents with requirements for stormwater controls on building sites as well as regulatory authority for enforcement of requirements.
3	3.2 Requirements for Construction Site Contractors	Yes. This practice serves to ensure builders and contractors are aware of the City's requirements and to ensure implementation of best management practices for construction sites.
3	3.3 Site Plan Review	Yes. This practice serves to ensure builders and contractors are aware of the City's requirements and to ensure implementation of best management practices for construction sites.
3	3.4 Site Inspection and Enforcement	Yes. This practice serves to ensure builders and contractors are aware of the City's requirements and to ensure implementation and maintenance of best management practices for construction sites.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
3	3.5 Receipt and Consideration of Information from the Public	Yes. This practice provides an avenue for residents to report issues and concerns and to ask questions and for staff to monitor input.
3	3.6 Review Erosion and Sediment Control Program	Yes. This practice serves to allow program monitoring by staff.
3	3.7 City of University Park Staff Training	Yes. This practice serves to educate employees who inspect construction sites, review building plans, perform work in the City, and implement programs.
4	4.1 iSWM Manual Development and Implementation	Yes. This practices allows the City to participate in a watershed-wide storm water management program.
4	4.2 Engineering Design Review	Yes. This practice serves to ensure contractors are aware of the City's requirements and to ensure implementation of best management practices for construction sites.
4	4.3 Land Use Plan	Yes. This practices serves as a tool for staff to review current land use and to make appropriate changes as needed.
4	4.4 Long Term Operation and Maintenance of BMPs	Yes. This practices serves as a tool for staff to inspect post construction BMPs to ensure proper functioning of permanent stormwater controls.
4	4.5 Requirements for Owners or Operators of New Development and Redeveloped Site Design	Yes. This practice serves to ensure contractors are aware of the City's requirements and to ensure implementation of best management practices for properties in design.
5	5.1 Storm Drainage System Cleaning	Yes. This practice serves to reduce the pollutant load of stormwater and as a tool to monitor inlets and structural controls.
5	5.2 Street Sweeping	Yes. This practices serves to remove debris from streets and alleys before it is washed into the storm sewer system.
5	5.3 Herbicide Management	Yes. This practice serves as a tool to manage herbicides used in City parks and green spaces and to track their use.
5	5.4 Pesticide Management	Yes. This practice serves as a tool to manage pesticides used in City parks and green spaces and to track their use.
5	5.5 Safe Material Storage	Yes. This practices serves as a tool for staff in managing materials storage.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
5	5.6 Fleet Service Center BMPs	Yes. This practices serves as a tool for Fleet Services staff to ensure proper handling and management of material.
5	5.7 Facilities, Stormwater Controls, and Structural Controls Inventory	Yes. This practices serves as a tool for staff to monitor City controls and facilities.
5	5.8 Operations and Maintenance	Yes. This practice serves to provide employee training and guidelines for proper operation and maintenance for municipal activities.
5	5.9 Operating Procedures for Contractors	Yes. This practice serves to ensure contractors are aware of the City's requirements and to ensure implementation of best management practices for construction sites.
5	5.10 Employee Training	Yes. This practice serves to educate employees and to stress the importance of pollution prevention.
5	5.11 Stormwater Management Program Committee	Yes. This practices serves to allow staff to coordinate efforts and to review opportunities for revision of the program.

- 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:

The MS4 has made considerable progress towards reducing the discharge of pollutants to the maximum extent practicable since its SWMP was first approved by the TCEQ. Outreach and public education efforts continue and feedback and questions from residents during presentations and events indicate an interest in and concern for the quality and quantity of stormwater in the City. Reports of blocked inlets were down from Permit Year 4, indicating increased street sweeping and outreach efforts are continuing to make an impact. Additionally, watering restrictions enacted in 2014 should have the added benefit of reducing runoff of pesticides and herbicides into the system. During the permit year the MS4 was a Sanitary Sewer Overflow Initiative member and we continue to provide and maintain pet waste management stations and educational outreach material specific to pet waste. These efforts directly impact the *E.coli* bacterial load of the stormwater.

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

MCM(s)	Measurable Goal(s)	Success
1.1 Article in City Newsletter	Distribute educational flyer as a utility bill insert one time per year; include one article in the City newsletter; make inserts available at the public library	Goal exceeded. Educational flyers were included in utility bills and mailed to residents in June 2018. Additionally, an article on stormwater pollution prevention was published in the July 2018 edition of the Arbor, the City's newsletter, which is distributed via utility bills and online. In February 2018, March 2018, April 2018, July 2018 and October 2018, articles were distributed in the Arbor and UPdate with information on the proper disposal of recycling materials and notification of upcoming community recycling events. An article on Water My Yard, the water conservation program geared toward irrigation conservation, was provided to residents in the May and June 2018 issues of UPdate and the Arbor. Articles on the Prescription Drug Take Back Days were published in the March and October 2018 editions of the Arbor.
1.1 and 1.6 Make utility bill inserts available at the Public Library	Make utility bill inserts available at the Public Library	Goal exceeded. The educational flyers distributed via utility bills were made available at the Public Library as well as bookmarks. The bookmarks provide information on the importance of cleaning up pet waste. They were purchased by the City on a cooperative purchase from the North Central Texas Council of Governments and provided to the library on May 17, 2018.
1.2 Texas Smartscape Link	Continue NCTCOG's Texas Smartscape link on the City website	Goal met. Ongoing.
1.3 University Park Stormwater Website	Update website as necessary; solicit program feedback	Goal met. The website was updated with the Permit Year 4 Annual Report and web visitors are invited to contact the City via the online Citizen request module on the website.
1.4 City Hotline	Evaluate citizen's input to identify potential trends in stormwater issues.	Goal met. In 2018, staff received an increase in the number of calls from residents regarding urban street flooding during heavy rain events. In response, a study of the storm sewer system and drainage was performed for a portion of the City where the majority of the concerns originated. The study results were provided to residents and City Council on February 6, 2018 and a storm water master plan was completed for the watershed in November. A final summary of the findings was provided to City Council on November 20, 2018.

MCM(s)	Measurable Goal(s)	Success
1.5 Storm Drain Markers	Continue to maintain storm drain markers	Goal met. Markers are replaced when discovered to be missing.
1.7 Local Cable TV Access and Information	Continue broadcasts	The City discontinued this broadcast. While the City no longer supports a cable channel broadcast, outreach in print and online formats has increased significantly in recent years.
1.8 Classroom Education	Continue to distribute information	Goal met. While we were unable to make presentations at the local schools, material appropriate for school-age children was made available at the public library and to a local girl scout troop.
1.9 Lawn Care Education	Distribute educational materials to landscapers	Goal met. Material is provided at the Community Development counter as well as through distribution by City employees in the field.
1.10 SMU Stormwater Awareness	Distribute information to the University through campus broadcasting and flyers	Goal met. Students receive information via utility bills and the City website. BMP posters for university staff were also provided in September 2018.
1.11 Education for Elected Officials	Provide material and program updates annually	Goal met. An update on the City's stormwater efforts were provided at the November 20, 2018 Council Meeting and a Public Hearing was held.
1.12 Education for Public Service Employees	Provide educational material to police and fire departments annually	Goal met. An article was published in the July 2018 edition of the Arbor, the City's newsletter, which is provided to all City employees.
1.13 Business / Commercial Education	Distribute flyer as a utility bill insert annually	Goal exceeded. Educational flyers were included in utility bills and mailed to residents in June 2018. Additionally, an article on stormwater pollution prevention was published in the July 2018 edition of the Arbor, the City's newsletter, which is distributed via utility bills and online. In February 2018, March 2018, April 2018, July 2018 and October 2018, articles were distributed in the Arbor and UPdate with information on the proper disposal of recycling materials and

MCM(s)	Measurable Goal(s)	Success
		notification of upcoming community recycling events. An article on Water My Yard, the water conservation program geared toward irrigation conservation, was provided to residents in the May and June 2018 issues of UPdate and the Arbor. Articles on the Prescription Drug Take Back Days were published in the March and October 2018 editions of the Arbor.
1.14 City Inspector Training	Provide at least 4 hours of training every 3 years	Goal met. The City provided 4-hour Construction Site Runoff Control for MS4 training for Building Inspectors, Code Enforcement Officers, Construction Inspectors, and additional staff in Permit Year 4.
1.15 Developer, Builder, Engineer Education and Training	Provide educational material and / or training once per year; provide developers, builders, and engineers the opportunity to participate in training once every 2 years	Educational material is available to builders, developers, and engineers in the Community Development Department. The City offered a 1.5 hour online training class to all builders, engineers, and developers in University Park in Permit Year 4. The course, Intro to Erosion and Sediment Control / Contractor Awareness Course, is provided by Stormwater One. The City offered the class at no charge and advertised and provided a registration form at the Community Development Counter in December 2017. There were no registrants for the class.
1.16 Public Meetings	Conduct one public meeting annually	Goal met. A public meeting and Public Hearing were held at the November 20, 2018 City Council meeting.
1.17 Continue Various Volunteer Committees	Provide an update on stormwater issues and receive feedback annually	Goal met. Stormwater discussions with PWAC occurred throughout the year. Discussions were held on January 22, April 16, July 16, and October 22, 2018. Additionally, the stormwater update to City Council and public hearing are available to the public on the City website.
1.18 Recycling Program	Continue existing recycling program	Goal exceeded. The City provides single stream recycling collection. In Permit Year 2, the City also began providing electronics recycling at our transfer station in addition to two annual collection events for e-waste, paper shredding, and household goods (donated to charities). The City has a pharmaceutical disposal location available 24 hours / day and hosted two Prescription Drug Take Back events in March and October 2018.

MCM(s)	Measurable Goal(s)	Success
1.19 Pet Waste Management	Continue to maintain existing pet waste management stations	Goal met.
1.20 Public Notice Requirements	Conduct SWMP public hearings	Goal met. An update and Public Hearing took place at the November 20, 2018 City Council meeting.
1.21 Bacteria Specific Public Education	Review bacteria-specific public education materials and use as applicable	Goal met. Ongoing. Bookmarks addressing pet waste as a pollutant are provided to residents at the UP Public Library. Information is also provided at the pet waste collection points.
1.22 Partnerships	Include SMU environmentally-focused events on the city website and include links to SMU groups	Goal partially met. The City's website provides a link to the SMU website which lists upcoming events as well as student organizations.
1.23 Proper Waste Disposal Educational Events	Hold one event per year and document number of participants or amount recycled.	<p>Goal exceeded. Two recycling events were held in Permit Year 5 on 4/28/18 and 11/10/18. Collection totals for the 4/28/18 event were:</p> <p>10,861 pounds of electronics collected; 38,000 pounds of paper, 9,620 pounds of clothing and household items. An estimated 3,000 pounds of cardboard was collected.</p> <p>Collection totals for the 11/10/18 event were:</p> <p>6,597 pounds of electronics, Collection totals for paper were not available. One truckload (weight not provided) of household items was also collected. Collections totals for cardboard are not available.</p>
2.1 Code Enforcement	Monitor and enforce ordinances	Goal met. Ongoing.
2.2 Dry Weather Monitoring	Visually inspect outfall locations on a periodic basis	Visual inspections of outfalls were made and recorded. In Permit Year 4, the City began using a new asset management software solution that classifies each of our

MCM(s)	Measurable Goal(s)	Success
		outfalls as assets and allows for the creation of inspection and maintenance events, activities, and documents to be saved to the asset. Tracking of inspection activity began in Permit Year 5 (2018).
2.4 Illicit Discharge Inspections	Perform illicit discharge inspections at locations identified by Dry Weather Monitoring and complaints received from residents	<p>Goal met. Mock IDDE inspection hosted by NCTCOG on 12/4/15 was attended by Infrastructure Maintenance Supervisors. Inspection procedures developed by the NCTCOG and adopted by the City.</p> <p>There were no illicit discharge and no dumping complaints by residents in Permit Year 5 nor did visual inspections of the outfalls by staff indicate illicit connection or discharges to the system.</p>
2.5 Storm Sewer Mapping	Regularly update storm sewer map	Goal met. Maps are updated as changes to assets occur.
2.6 Eliminations of Illicit Connections	Require and verify elimination of identified illicit connections; track	Goal met. No illicit connections to the storm sewer system were identified in Permit Year 5. Additionally, there were no illicit connections found during smoke testing of sanitary sewer mains (performed in December 2017).
2.7 Spill Response	Continue implementation of existing spill response procedures and training	Goal met. Ongoing. FD Hazardous Material Training occurred throughout the year. Eighteen (18) PW, Parks, and Equipment Services employees of various departments attended annual Chemical Spill Response training on July 19, 2018. All PW and Equipment Services / Fleet staff are trained on basic spill cleanup and good housekeeping efforts.
2.8 City Hotline	Track calls regarding discharge violations and illegal dumping	Goal met. The MS4 received no reports of illicit discharges and no reports of illegal dumping.
2.9 Public Information Program	Distribute information on stormwater issues via utility bill once per year	Goal exceeded. Educational flyers were included in utility bills and mailed to residents in June 2018. Additionally, an article on stormwater pollution prevention was published in the July 2018 edition of the Arbor, the City's newsletter, which is distributed via utility bills and online. In February 2018, March 2018, April 2018, July 2018 and October 2018, articles were distributed in the Arbor and UPdate with information on the proper disposal of recycling materials and notification of upcoming community recycling events. An

MCM(s)	Measurable Goal(s)	Success
		article on Water My Yard, the water conservation program geared toward irrigation conservation, was provided to residents in the May and June 2018 issues of UPdate and the Arbor. Articles on the Prescription Drug Take Back Days were published in the March and October 2018 editions of the Arbor.
2.10 Household Hazardous Waste Collection and Recycling	Evaluate contract and renew as allowed	Goal met. Contract renewed September 18, 2018.
2.11 Prevent and Correct Leaking On-Site Sewage Disposal Systems	Continue implementation of existing programs	Goal met. There are no on-site sewage disposal systems in the MS4. Existing requirements for grease traps and backflow prevention devices met.
2.12 Tracking Sanitary Sewer Overflows	Continue the Sanitary Sewer Overflow Initiative and track number of overflows	Goal met. There was one (1) overflow of a private line within University Park. The fourth annual and final reports on the City's Sanitary Sewer Overflow Initiative were submitted to the TCEQ on January 30, 2018.
3.1 Controlling Ordinances	Continue implementation of existing programs	Goal met. Ongoing.
3.2 Requirements for Construction Site Contractors	Continue existing programs to review construction site plans prior to construction	Goal met. Ongoing. The City permitted 193 building projects in Permit Year 5. This includes New Construction, Remodels, and Additions.
3.3 Site Plan Review	Review construction site plans for potential water quality impacts according to stormwater ordinance	Goal met. Ongoing. The City permitted 193 building projects in Permit Year 5.
3.4 Site Inspection and Enforcement	Continue implementation of existing inspection program; add	Goal met. Sites were inspected per inspection program including portable toilet facilities which were added to inspection list in Permit Year 3.

MCM(s)	Measurable Goal(s)	Success
	portable toilet facilities to site inspection list	
3.5 Receipt and Consideration of Information from the Public	Track public comments from helpline and website that are related to erosion control	Goal met. Resident concerns are logged in an online system; reports are generated and reviewed by staff for program monitoring.
3.6 Review Erosion and Sediment Control Program	Continue implementation of existing programs	Goal met. Ongoing.
3.7 City of University Park Staff Training	Continue staff training and document attendance	Goal met. The City provided 4-hour Construction Site Runoff Control for MS4 training for Building Inspectors, Code Enforcement Officers, Construction Inspectors, and additional staff in December 2017. Training will take place again in 2019.
4.1 iSWM Manual Development and Implementation	Continue implementation of the iSWM manual	Goal met. Ongoing.
4.2 Engineering Design Review	Continue design review of construction projects in excess of one acre	Goal met. At one time or another in 2018, there were six (6) building projects in excess of one acre. These sites are randomly inspected every 6-10 weeks.
4.3 Land Use Plan	Continue existing process and review codes and ordinances and revise as necessary	Goal met. Review of and revisions to the Zoning Ordinance are underway and completion was expected in Permit Year 5, but the process is still underway. Completion is now anticipated in 2019.
4.4 Long Term Operation and Maintenance of BMPs	Continue existing programs to inspect post-construction BMPs	Goal met. In Permit Year 3, a long-term operation and maintenance review program was developed. No construction projects met the criteria.

MCM(s)	Measurable Goal(s)	Success
4.5 Requirements for Owners or Operators of New Development and Redeveloped Site Design	Continue to implement and enforce requirements; document and maintain records of enforcement actions; document operation and maintenance practices	<p>Goal met. To date, there are no structural or non-structural controls, besides the City's storm sewer system and ponds, for owners and / or operators to maintain. In Permit Year 3, a long-term operation and maintenance review program was established so a program is in place should controls, besides the City-maintained storm sewer system, be utilized.</p> <p>No new permanent stormwater controls were installed in Permit Year 5.</p>
5.1 Storm Drainage System Cleaning	Develop visual inspection schedule; clean inlets as necessary	Goal met. Visually inspected inlets on a daily basis; cleaned inlets as necessary. The City is now able to track work efforts on stormwater assets. There were 749 inspection and maintenance events in 2018.
5.2 Street Sweeping	Sweep major arterials once every two weeks; commercial streets every week, residential streets every 2 months, and alleys every 2 months	Goal met. Street sweeping scope was increased in Permit Year 4 to provide for monthly sweeping of residential streets and alleys. Sweeping is performed on schedule except in the event of inclement weather.
5.3 Herbicide Management	Continue implementation of management plan and evaluate appropriateness of program; update	Goal met. Ongoing.
5.4 Pesticide Management	Continue implementation of management plan and evaluate appropriateness of program; update	Goal met. Ongoing.
5.5 Safe Material Storage	Continue existing material storage program	Goal met. Ongoing.

MCM(s)	Measurable Goal(s)	Success
5.6 Fleet Service Center BMPs	Continue fleet service BMPs	Goal met. Ongoing
5.7 Facilities, Stormwater Controls, and Structural Controls Inventory	Maintain inventory of controls; update as necessary	Goal met. The storm sewer system is mapped as well as area ponds which receive stormwater from the system. In Permit Year 5, the City began utilization of a new asset management software solution which allows for improved tracking of inspection and maintenance activity on stormwater collection system components.
5.8 Operations and Maintenance	Identify pollutants of concern; develop and implement pollution prevention measures; inspect measures at City facilities	Ongoing. Inspections are performed and recorded.
5.9 Operating Procedures for Contractors	Implement contractor oversight procedures; update as necessary	Goal met. City Construction Inspectors provide oversight of contractors.
5.10 Employee Training	Train new employees within 6 months	Goal met. Six (6) new PW employees were hired and all six (6) have received stormwater-specific training.
5.11 Stormwater Management Program Committee	Coordinate committee's activities once every two years	Goal not met. The first stormwater committee had difficulty meeting. Staff is considering creating a new group for improved scheduling and meeting options.

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

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

Yes 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:

The City has monitored the stormwater quality visually and by evaluating resident feedback and system status.

The MS4 has made considerable progress towards reducing the discharge of pollutants to the maximum extent practicable since its SWMP was first approved by the TCEQ. Outreach and public education efforts continue to increase and feedback and questions from residents during presentations and events indicate an interest in and concern for the quality and quantity of stormwater in the City. Reports of blocked inlets have decreased; potentially due to fewer floatables indicating increased street sweeping and outreach efforts are making an impact. Additionally, watering restrictions enacted in 2014 have the added benefit of reducing runoff of pesticides and herbicides into the system. The MS4 is a Sanitary Sewer Overflow Initiative member and provides and maintains pet waste management stations and educational outreach material specific to pet waste. These efforts directly impact the *E.coli* bacterial load of the stormwater. The City of University Park has performed no sampling, though it does participate in the NCTCOG's Regional Stormwater Management Program which performs sampling and monitoring. The NCTCOG submits annual monitoring and sampling reports to the TCEQ.

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:

E. coli are the preferred indicator bacteria for assessment for recreational use in fresh water and were used for analysis to support TMDL development on water bodies in the Greater Trinity River region. BMPs used to address bacteria in the stormwater include educational outreach to residents, businesses, and contractors working in the City, proper waste disposal events and opportunities, efforts to eliminate sanitary sewer overflows, street sweeping, and storm system cleaning.

The City of University Park has performed no sampling, though it does participate in the NCTCOG's Regional Stormwater Management Program which performs sampling and monitoring. The NCTCOG submits annual monitoring and sampling reports to the TCEQ. Feedback from residents indicate educational efforts focused on the importance of stormwater quality are making an impact, while visual system monitoring indicates there is progress on a reduction of pollutants of concern such as pet waste. There was one sanitary sewer overflow (from a private line) in the MS4 this permit year. No damage to human health or the environment were observed during mitigation and cleanup of the event.

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)*):

Many of the targeted controls adopted in the City's Revised SWMP to address pollutants of concern are practices continued from the City's initial SWMP. These continued practices were

reviewed for effectiveness, revised when deemed appropriate, and implementation continued. For newly adopted controls, such as adding inspection of portable toilet facilities to the building inspection form and an enhanced partnership with Southern Methodist University (SMU), implementation is either in progress or complete. Inspection of portable facilities was added in Permit Year 3, and an effort to partner with SMU will continue. All other targeted controls are existing BMPs for the MS4 and their measures continue.

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

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
Waste Load Allocation (WLA)	1,480	The City cooperates with the North Central Texas Council of Governments who oversees and manages sampling and monitoring of several monitoring sites at the Trinity River in Section 08_04 to which the MS4 discharges.	2010, 2011, 2012, 2013, 2014 and 2015, and 2018 (years reports are available to the City).

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

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
Resident Education	BMP1.1, BMP1.9, BMP1.21, BMP1.23	Educate residents - Reduce pollutant load
Pet Waste Management and Waste Management	BMP1.19, BMP1.21, BMP2.1	Reduce pollutant load
Eliminate Sanitary Sewer Overflows	BMP2.11, BMP2.12	Reduce pollutant load
Construction Inspection and	BMP3.1, BMP3.4, BMP4.1, BMP5.2	Reduce Pollutant Load

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
Street Sweeping		

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

Pollutant to Address <i>(Ex: Bacteria)</i>	Description of Focused BMP	Comments/Discussion
<i>Bacteria</i>	Bacteria- specific public education	The City provides bacteria-specific educational information at the UP Public Library in the form of bookmarks as well as information provided on the City's website, in annual utility bill inserts, and at pet waste management stations in City Parks.
Bacteria	Pet Waste Management	The City provides pet waste management stations throughout City Parks. Residents are responsible for proper pet waste disposal by ordinance.
Bacteria	Storm Drainage System Cleaning	The City removes floatables, debris, sediment, and other materials from inlets and storm drainage system as needed. Dredged material and other material collected is properly disposed of at the transfer station, landfill, or other approved facility based on results from environmental testing firms. Surface of impounded waters are also skimmed. Bacteria may attach to floatables, debris, sediment,

Pollutant to Address <i>(Ex: Bacteria)</i>	Description of Focused BMP	Comments/Discussion
		<p>and other materials. Refraining to remove such materials could possibly influence bacteria levels in waterways.</p> <p>In Permit Year 3, one impoundment was dredged and 18 cubic yards of sediment and debris were removed. No dredging operations were undertaken in Permit Year 5.</p>

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

Benchmark Indicator	Description/Comments
Reduction in sanitary sewer overflows	The City experienced one sanitary sewer overflows in 2018 and it was on a private line, not a City main.
Illegal dumping	There have no reports of illegal dumping in the MS4.
Educational Outreach	The MS4 provides information to residents at the UP Public Library. Annual articles in the City's newsletter are distributed to all residents and businesses in the City, and an educational insert is included annually in utility bills. Interactive presentations are made to school students when the school's schedule allows. Additional outreach

	opportunities are being reviewed. Annual public hearings are held during City Council meetings and annual presentations and discussions are made to various citizen advisory committees and the City Council.
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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:

In 2019, the City will revise its Storm Water Management Plan as required by the TCEQ to conform to the new effective General Permit TXR040000. Due to their effectiveness, we anticipate continuing with many existing BMPs. Assuming this, and not knowing the scope of the upcoming revisions, the MS4 provides the information in the table below based on the existing SWMP.

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1.1 Article in City Newsletter	Distribute educational flyer as a utility bill insert one time per year; include one article in the City newsletter; make inserts available at the public library	An educational flyer will be distributed in utility bills once per year. Inserts will be provided to the UP Library. Additionally, an article in the City's monthly newsletter will be published and is distributed to residents via utility bills and the City website.
1	1.1 and 1.6 Make utility bill inserts available at the Public Library	Make utility bill inserts available at the Public Library	The educational flyers distributed via utility bills will be made available at the Public Library as well as bookmarks. The bookmarks provide information on the importance of cleaning up after pets and were purchased by the City on a cooperative purchase from the North Central Texas Council of Governments.

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1.2 Texas Smartscape Link	Continue NCTCOG's Texas Smartscape link on the City website	Link on City website will be retained.
1	1.3 University Park Stormwater Website	Update website as necessary; solicit program feedback	The website will be updated with the Permit Year 5 Annual Report and web visitors are invited to contact the City via the online Citizen request module on the website. Upon approval, the revised SWMP will also be provided on the website and at city offices.
1	1.4 City Hotline	Evaluate citizen's input to identify potential trends in stormwater issues.	Input will be evaluated.
1	1.5 Storm Drain Markers	Continue to maintain storm drain markers	Missing storm drain markers will be replaced.
1	1.7 Local Cable TV Access and Information	Continue broadcasts	The channel is no longer in use. Anticipate removal of this BMP from the revised SWMP.
1	1.8 Classroom Education	Continue to distribute information	Will make presentations to school students or provide information at community events.
1	1.9 Lawn Care Education	Distribute educational materials to landscapers	Continue distribution of educational material.
1	1.10 SMU Stormwater Awareness	Distribute information to the University through campus broadcasting and flyers	Students will receive information via utility bills and the City website. BMP posters for university staff as requested.
1	1.11 Education for Elected Officials	Provide material and program updates annually	A program update will be provided to the City Council

MCM(s)	BMP	Stormwater Activity	Description/Comments
			during a City Council meeting.
1	1.12 Education for Public Service Employees	Provide educational material to police and fire departments annually	Information will be distributed to all City staff in the Arbor, the City's monthly newsletter.
1	1.13 Business / Commercial Education	Distribute educational flyer as a utility bill insert once per year.	A flyer will be distributed as a utility bill insert.
1	1.14 City Inspector Training	Provide at least 4 hours of training every 3 years	Will provide erosion control training to new inspection employees within 12 months of hire date if applicable. Staff training took place in Permit Year 5.
1	1.15 Developer, Builder, Engineer Education and Training	Provide educational material and / or training once per year; provide developers, builders, and engineers the opportunity to participate in training once every 2 years	Will provide developers, builders, and engineers educational material. An opportunity to participate in training is offered every two years.
1	1.16 Public Meetings	Conduct one public meeting annually	A public meeting will be held at the same City Council meeting as a program update is provided to the City Council.
1	1.17 Continue Various Volunteer Committees	Provide an update on stormwater issues and receive feedback annually	Program updates will be provided to certain advisory committees provided they meet.
1	1.18 Recycling Program	Continue existing recycling program	The MS4 is expanding commercial recycling collection when possible.
1	1.19 Pet Waste Management	Continue to maintain existing pet waste management stations	Will continue to maintain pet waste stations in City parks.

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1.20 Public Notice Requirements	Conduct SWMP public hearings	A public hearing will be held in conjunction with program updates to City Council.
1	1.21 Bacteria Specific Public Education	Review bacteria-specific public education materials and use as applicable	Ongoing. Pet waste bookmarks will be provided to residents at the UP Public Library.
	1.22 Partnerships	Include SMU environmentally-focused events on the city	Links to the SMU website will be maintained on the City website.
1	1.23 Proper Waste Disposal Educational Events	Hold one event per year and document number of participants or amount recycled.	There are two events planned every year.
2	2.1 Code Enforcement	Monitor and enforce ordinances	Will continue to monitor and enforce ordinances.
2	2.3 Code Enforcement Training	Provide training once per year	Training will be provided.
2	2.2 Dry Weather Monitoring	Visually inspect outfall locations on a periodic basis	Outfalls will be inspected per the inspection schedule.
2	2.4 Illicit Discharge Inspections	Develop standard inspection procedure and train personnel	Additional personnel will be trained as deemed appropriate.
2	2.5 Storm Sewer Mapping	Regularly update storm sewer map	Updates to the map will continue.
2	2.6 Eliminations of Illicit Connections	Require and verify elimination of identified illicit connections; track	If illicit connections are found, the MS4 will require removal.
2	2.7 Spill Response	Continue implementation of existing spill response procedures and training	Training will be provided.
2	2.8 City Hotline	Track calls regarding discharge violations and illegal dumping	Calls will be tracked via an online request system.

MCM(s)	BMP	Stormwater Activity	Description/Comments
2	2.9 Public Information Program	Distribute information on stormwater issues via utility bill once per year	Material will be distributed in a utility bill at least once per year.
2	2.10 Household Hazardous Waste Collection and Recycling	Evaluate contract and renew as allowed	HHW contract will be reviewed annually.
2	2.11 Prevent and Correct Leaking On-Site Sewage Disposal Systems	Continue implementation of existing programs	There are no on-site sewage disposal systems in the MS4.
2	2.12 Tracking Sanitary Sewer Overflows	Continue the Sanitary Sewer Overflow Initiative and track number of overflows	In 2018, the City completed all SSOI obligations and was not required to continue participation in the program. While no longer a SSOI participant, the City intends to continue replacement, inspection, and maintenance activities as outlined in the SSOI as best management practices for system maintenance.
3	3.1 Controlling Ordinances	Continue implementation of existing programs	Existing programs will be continued.
3	3.2 Requirements for Construction Site Contractors	Continue existing programs to review construction site plans prior to construction	Construction site plans will continue to be reviewed for erosion and sediment control measures.
3	3.2 Requirements for Construction Site Contractors	Continue existing programs to review construction site plans prior to construction	The MS4 will continue to require a sediment and erosion control plan and waste management plan for all construction sites.
3	3.3 Site Plan Review	Review construction site plans for potential water quality impacts according to stormwater ordinance	Construction site plans will continue to be reviewed for erosion and sediment control measures.

MCM(s)	BMP	Stormwater Activity	Description/Comments
3	3.4 Site Inspection and Enforcement	Continue implementation of existing inspection program; add portable toilet facilities to site inspection list	Implementation of existing inspection program will continue. Portable toilet facilities added to the inspection program in Permit Year 3.
3	3.5 Receipt and Consideration of Information from the Public	Track public comments from helpline and website that are related to erosion control.	Residents are encouraged to contact 3-1-1 with concerns. Calls will be tracked via an online request system.
3	3.6 Review Erosion and Sediment Control Program	Continue implementation of existing programs	Continue implementation of existing programs.
3	3.7 City of University Park Staff Training	Continue staff training and document attendance.	Training will be provided.
4	4.1 iSWM Manual Development and Implementation	Continue implementation of the iSWM manual	Continue implementation of the iSWM manual.
4	4.2 Engineering Design Review	Continue design review of construction projects in excess of one acre	Continue existing design review of projects one acre in size or larger.
4	4.3 Land Use Plan	Continue existing process and review codes and ordinances and revise as necessary	The MS4 is currently reviewing all zoning ordinances and the review is expected to be completed in 2019. Maximum impermeable coverage regulations are included in the review.
4	4.4 Long Term Operation and Maintenance of BMPs	Continue existing programs to inspect post-construction BMPs;	In the event that post-construction BMPs are utilized, the MS4 will implement its long-term operation and maintenance review program for post construction BMPs and document operation and maintenance efforts as they

MCM(s)	BMP	Stormwater Activity	Description/Comments
			are provided by property owners or in annual inspection reports produced by City staff. There are no post-construction BMPs in the MS4 at this time.
4	4.5 Requirements for Owners or Operators of New Development and Redeveloped Site Design	Continue to implement and enforce requirements; document and maintain records of enforcement actions; document operation and maintenance practices	The MS4 implemented a requirement for owners of post-construction BMPs to maintain the BMPs as well as allow inspections by City staff. Staff will document inspections. There are no post-construction BMPs in the MS4 at this time.
5	5.1 Storm Drainage System Cleaning	Clean inlets as necessary	The MS4 will clean inlets as necessary as well inspect inlets per the inspection schedule.
5	5.2 Street Sweeping	Sweep major arterials once every two weeks; commercial streets every week, residential streets every 2 months, and alleys every month	Street sweeping to be performed on schedule. Will renew contract when necessary.
5	5.3 Herbicide Management	Continue implementation of management plan and evaluate appropriateness of program; update	The MS4 will continue its Herbicide Management Program.
5	5.4 Pesticide Management	Continue implementation of management plan and evaluate appropriateness of program; update	The MS4 will continue its Pesticide Management Program.
5	5.5 Safe Material Storage	Continue existing material storage program	The MS4 will continue its existing materials storage program.

MCM(s)	BMP	Stormwater Activity	Description/Comments
5	5.6 Fleet Service Center BMPs	Continue fleet service BMPs	The MS4 will continue its existing fleet services best management practices.
5	5.7 Facilities, Stormwater Controls, and Structural Controls Inventory	Maintain inventory of controls; update as necessary	The City's storm sewer system is mapped. Revisions will be made as necessary.
5	5.8 Operations and Maintenance	Continue operations and maintenance program; update as necessary	The MS4 will continue its existing operations and maintenance program.
5	5.9 Operating Procedures for Contractors	Implement contractor oversight procedures; update as necessary	City Construction Inspectors will provide oversight of contractors.
5	5.10 Employee Training	Train new employees within 6 months	New Public Works employees will be trained within 6 months of hire date.
5	5.11 Stormwater Management Program Committee	Coordinate committee's activities once every two years	A new stormwater committee will be created in 2019 as part of the permit revision process.

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

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

Yes No

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

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

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.):

The MS4 proposes no changes.

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

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

BMP	Description	Implementation Schedule (Start Date etc.)	Status / Completion Date (completed, in progress, not started)
n/a	n/a	n/a	n/a

H. Additional Information (Part IV Section B.2.(g))

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

Yes No

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 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: _____

Authorization Number: _____

Authorization Number: _____

Permittee: _____

Permittee: _____

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) 6

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

Yes 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):__Olin Lane, Jr. _____ Title:_____Mayor _____

Signature: _____ Date:_____

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