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ENGINEERING DEPARTMENT

March 8, 2018

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

Re: Phase II MS4 Annual Report Transmittal for the City of Schertz
TPDES Authorization: TXR040241

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 TXR040241 for the City of Schertz.

The annual report is for Year 4. The reporting period's beginning December 13, 2016 and December 12, 2017.

A separate Notice of Change has been submitted based on the fact that changes have 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 13 in San Antonio, Texas.

Sincerely,

Brian James

Acting City Manager



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Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040421

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

Annual Reporting Year Option Selected by MS4:

Calendar Year _____

Permit Year: 2016-2017

Fiscal Year: _____ Last day of fiscal year: (_____)

Reporting period beginning date: (month/date/year) December 13, 2016

Reporting period end date (month/date/year) December 12, 2017

MS4 Operator Level: 2 Name of MS4: City of Schertz

Contact Name: Brian James Telephone Number: 210-619-1000

Mailing Address: 10 Commercial Place Bldg. 2, Schertz, TX 78154

E-mail Address: bjames@schertz.com

A copy of the annual report was submitted to the TCEQ Region YES

Region the annual report was submitted. TCEQ Region 13

B. Status of Compliance with the MS4 GP and SWMP

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

	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. You may use the table below (**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: Public Education, Outreach, and Involvement	Speakers to Address Public Groups	Yes, Schertz is participating and encouraging our residents to participate in Stakeholder Meetings and Workgroups for the Mid and Lower Cibolo Creek Watershed Protection Plan being developed by the TWRI and SARA. Many citizens and business representatives are participating in this regional effort.
3: Construction Site Stormwater Runoff Control	Site Plan Review Program	Site plan submittal criteria was updated this permit year as of May 2017. All site plans for the reporting period were reviewed for stormwater runoff control and Grading and Clearing Permits were reviewed for compliance with SWPPP criteria prior to or concurrently with the first Building or other Construction Permit issued.
3: Construction Site Stormwater Runoff Control	Construction Site Inspection Program	Yes, all construction sites are inspected by Engineering Inspectors for erosion control purposes under the Clearing and Grading Permit. This allows for more frequent visits to each construction site for continued monitoring to prevent erosion, sedimentation, and polluted runoff.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
4: Post-Construction Stormwater Management in New Development and Redevelopment	Site Review Program for Post-Construction Runoff	Site plan submittal criteria was updated this permit year as of May 2017. All site plans for the reporting period were reviewed for stormwater runoff control management practices.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	Municipal Employee Training	Yes, this year there was an educational opportunity for all personnel in the Water and Wastewater, Streets, Drainage, and Engineering Inspection departments of the City at the regular monthly Department Safety Meeting in November.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	Street Sweeping	Yes, this year our street sweepers generally swept all streets twice monthly instead of the monthly frequency as indicated in the SWMP.

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 (**See Example 2 in instructions**):

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MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
1	1.2 Speakers to Address Public Groups	Mid and Lower Cibolo Creek Watershed Protection Plan	Numerous General Stakeholder and Workgroup sessions	Educational Outreach Program and regional WPP upon completion	No, This is not a direct reduction, but it does provide information to the residents/business owners and ultimately a stream specific WPP.
3	3.2 Site Plan Review Program	Site Plan Submittals	34	Site Plans/Grading Permit Submittals	No, this is indirect because once the site plans are approved the inspectors should ensure BMPS are in place to reduce pollutants.
3	3.3 Construction Site Inspection	Construction Sites	44	Inspections	Yes, this is direct because it actively monitors pollution prevention measures to ensure they are effective.
4	4.2 Site Review Program for Post-Construction Runoff	Site Plans Submittals	34	Site Plans	No, this is indirect because once the site plans are approved the inspectors should ensure BMPS are in place to reduce pollutants.
5	5.5 Street Sweeping	Sweeping Schedule	Twice Monthly	Monthly Street Sweeping each Subdivision	Yes, this is direct because it removes pollutants that would be discharged from the road and disposes of them properly.

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**):

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
1	Conduct two City-wide cleanup days	Met Goal
1	Speaker for Public Groups	Met Goal: Through Mid and Lower Cbolo Watershed Protection Plan public meetings.
2	Inspect Outfalls Annually	Met Goal
3	Review all Site Plans for Compliance	Met Goal: This is done for every approved Site Plan and the Grading and Clearing Permit review.
3	Perform Construction Site Inspections on all projects	Met Goal
4	Review all site Plans for compliance	Met Goal
5	Provide training opportunity for Municipal Staff	Met Goal: November 8, 2017 Safety Meeting
5	Sweep all streets monthly	Exceeded Goal: All streets were swept at least twice a month.

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.? (Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(b))

- The streams the City of Schertz discharges to do not have TMDLs. The pollutants of concern are addressed in targeted BMPs. Information for this section is as described for all other sections in this report.

D. Impaired Waterbodies

1. 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: (Refer to MS4 General Permit TXR040000 Part IV Section B.2.(c))
 - The City of Schertz has addressed the pollutant of concern, bacteria, in our impaired streams by the use of targeted BMPs. No TMDLs have been set for the water bodies discharged to. The pollutant of concern bacteria is targeted through brochures/fact sheets in public areas including Library, City Hall, Visitor's Center, and the Public Works' Building. The City also has signs in targeted areas such as City Parks addressing this pollutant. The City has is participating in the Cibolo Creek Watershed Protection Plan as a stakeholder to help involve and participate our communities and communities around us to target bacteria and other impairments in the Middle and Lower Cibolo Creek Watershed.
2. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL (Refer to the MS4 General permit TXR040000; Part II Section D.4.(a)):
 - There are no TMDLs in the segment of streams the MS4 discharges to.
3. Report the benchmark identified by the MS4 and assessment activities (Refer to the MS4 General permit TXR040000; Part II Section D.4.(a)(6)):

- There are no TMDLs in the segment of streams the MS4 discharges to. See Section 4 above for measurable goals.
- 4. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark (Refer to the MS4 General permit TXR040000; Part II Section D.4.(a)(4)):
 - There are no TMDLs in the segment of streams the MS4 discharges to. The level of effectiveness will be measured by the goals section as described above including the outreach of the brochures/fact sheets, increasing the amount of signs in the community as areas of needs are identified, and continuing educational programs to get information to as many people as practical.
- 5. If applicable, report on focused BMPs to address impairment for bacteria (Refer to the MS4 General Permit TXR040000; Part II Section D.4.(a)(5)):

Description of bacteria-focused BMP	Comments/Discussion
Brochures/Fact Sheets focused on Bacteria	Placed in public areas as indicated in SWMP including City Hall, Library, Visitor’s Center, and Public Works Building.
Signs focused on Bacteria	Placed in high pedestrian traffic areas specifically City Parks. Currently identifying other high impact areas to prioritize.
Community/Watershed assessment and implementation of targeted BMPs for Bacteria	Through participation with the Middle and Lower Cibolo Creek Watershed Protection Plan team as a stakeholder.

E. Stormwater Activities

Describe stormwater activities the MS4 operator plans to undertake during the next reporting year. You may use the table below (Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(d)):

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1.1	Brochures and Fact Sheets	Update new City website with new brochures/fact sheets and additional Stormwater Management Information.
1	1.3	School Education Program	Provide education program for elementary aged children at area school.
3	3.3	Construction Site Inspection Program	Transition towards a software program to help provide a single source, digital recordkeeping tool.
3,4	3.1,4.1	Update Technical Manual for Construction and Post-Construction Stormwater Runoff Control	Another update is planned for the Technical Manuals as referenced in these sections of the SWMP. This document is the Public Works Specifications Manual for the City of Schertz, and the update should be completed this reporting year.
5	5.5	Street Sweeping	Sweep the streets at least monthly to directly reduce the pollutants in the runoff from our streets.

F. SWMP Modifications

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.

➤ No changes are proposed to BMPs at this time.

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 City Manager for the City of Schertz John Kessel has resigned, his interim replacement Acting City Manager Brian James is now the signatory authority. No Notice of Change has been submitted because it is still the same position as indicated as the Contact in the NOI and the position is our signatory authority per the appropriate statute.

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 (Refer to the MS4 General permit TXR040000 Part IV Section B.2.(f)).

- No changes are proposed at this time.

H. Additional Information

1. Is the permittee relying on another entity to satisfy some of its permit obligations? (refer to the MS4 General Permit TXR040000 Part IV Section B.2.(g))

- No

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

- No

I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4 (Notices if intent and site notices received; Refer to the MS4 General Permit TXR040000 Part IV Section B.2.(h)) 15

2a. Does the permittee utilize the optional 7th MCM related to construction?

➤ No

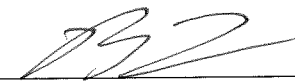
2b. If 'yes,' then provide the following information for this permit year (refer to the MS4 General Permit TXR040000 Part IV Section B.2.(i)):

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): Brian James Title: Acting City Manager

Signature:  Date: 3-8-18

Name of MS4 City of Schertz

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).