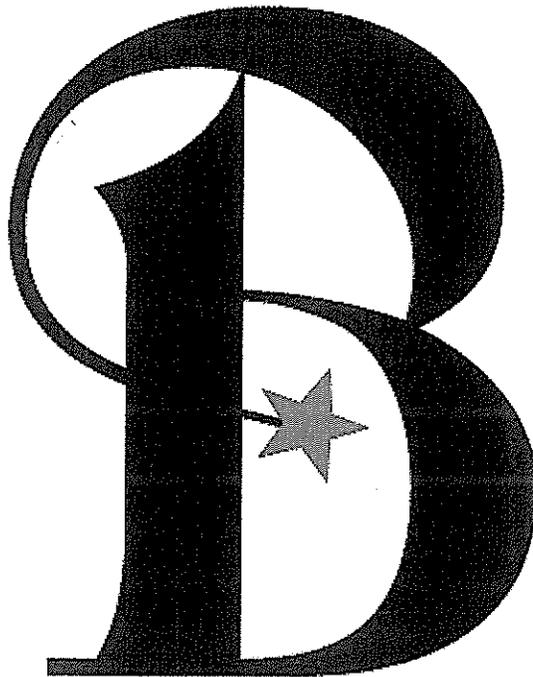


City of Bryan

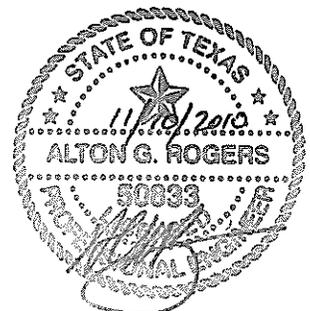
Storm Water Management Program Year Three Annual Report



CITY OF BRYAN
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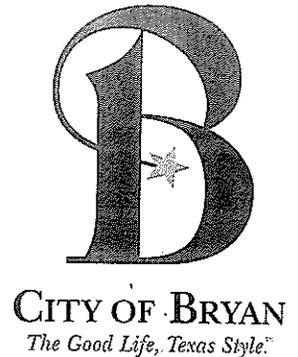
Prepared in accordance with TPDES General Permit TXR040000

November 10, 2010



November 10, 2010

Ms. Jaya Zyman-Ponebshek, Team Leader
Texas Commission on Environmental Quality
Storm Water and Pretreatment Team Leader (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087



Re: Phase II MS4 Annual Report Transmittal for the City of Bryan
TPDES Permit Number: TXR04 0336

Dear Team Leader:

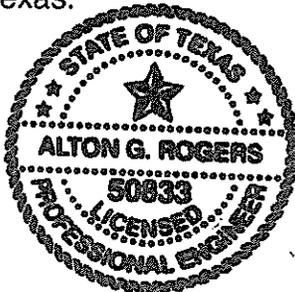
This letter serves to transmit the Year 3 Annual Report for the Texas Pollutant Discharge Elimination System (TPDES) Small Municipal Separate Storm Sewer System (MS4) General Permit, Authorization Number TXR040 0336 for the City of Bryan.

A separate Notice of Change (NOC) has not been submitted based on the fact that changes have not been proposed for Year 4.

As required by the general permit, a copy of this submittal has also been mailed to the TCEQ's regional office in Waco, Texas.

Sincerely,

Alton G. Rogers, P.E., CFM, CSM
Assistant Director of Public Works



cc: TCEQ - Regional 9
6801 Sanger Avenue, Ste. 2500
Waco, Texas 76710-7826

Phase II (Small) MS4 Annual Report Form
TPDES General Permit No. TXR040000

A. General Information

1. Permit No. TXR04 0336 Annual Report Period: 09/10

Name of MS4 / Permittee: City of Bryan

Contact Name: Alton G. Rogers, P.E., CFM, CSM Telephone Number: (979) 209-5918

Mailing Address: P.O. Box 1000, Bryan, Texas 77805

E-mail Address: arogers@bryantx.gov

2. Is the named permittee relying on another entity/ies to satisfy some of its permit obligations? Yes X 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: _____

3. Is the named permittee sharing a SWMP with other entities? _____ Yes X No

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

Permit Number: _____ Permittee: _____

4. Is this a system-wide annual report including information for all permittees? _____ Yes X No

Explanation, if any _____

5. Has a copy of this annual report been submitted to the TCEQ Regional Office? X Yes _____ No

B. SWMP Modifications and Additional Information.

Include a brief explanation if you check "Yes" to any of the following statements.

1. a. 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. X Yes _____ No

A NOC was submitted on February 24, 2010 and approved on March 8, 2010. _____

b. If Yes to the above, has the TCEQ already approved the original SWMP? X Yes _____ No

c. If Yes to the above, indicate whether an NOC (or letter) has been submitted to document the changes to the approved SWMP as required by the general permit. (Note that if an NOC is required, it must be submitted to the address shown on the NOC. Do not attach the original NOC form to this report.) X Yes _____ No

2. The MS4 has annexed lands since obtaining permit coverage. Yes No
1) Ordinance No. 1817 – 179.59 acres – July 28, 2009.

3. A receiving water body is newly listed as impaired or a TMDL has been established. Yes No
Carter Creek and Burton Creek TMDL for E. coli.

4. The MS4 has conducted analytical monitoring of storm water quality. 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 of Bryan SWMP does not require analytical monitoring of stormwater quality in the first five years of the permit.
However, the City has been taking weekly samples of Burton Creek water to determine the E. Coli concentrations as a result of
the TMDL study currently being performed on Carter and Burton Creeks. During the upcoming two years, the City reserves the
right to periodically sample and test stormwater dry weather discharges if they are found in the field.

C. Narrative Provisions.

1. Provide information on the status of complying with permit conditions:

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		Except as revised by NOC's
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:

Has the permittee determined that any of the selected BMPs are not appropriate for reducing the discharge of pollutants in storm water? _____ Yes X No

Provide explanation: The City has reviewed the BMP's listed in the SWMP and has determined that they are all still appropriate to this date. No specific changes are anticipated at this time. Since the City of Bryan passed the Stormwater Ordinance on October 26, 2010, field BMP's for construction sites will be evaluated in Year Four to determine their appropriateness based on known conditions.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable (MEP). Summarize any information used (such as monitoring data) to evaluate reductions in the discharge of pollutants. Use a narrative description or table as appropriate:

MCM	BMP	Parameter	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes / No / Explain)

Or, provide explanation below: None to date.

4. Provide a general evaluation of the program's progress, including any obstacles or challenges encountered in implementing BMPs, meeting the program's schedule, etc.:

Generally the Program is following the SWMP. However, it was harder to coordinate the stakeholders in the development community than anticipated. Besides that, the Stormwater Ordinance was written, reviewed and approved by October 26, 2010. Further training and education of the development community and the City staff will be emphasized in Year Four of the program. With this emphasis on education in the coming year, obstacles and challenges should decrease. The final challenge will be

additional funding anticipated with the implementation of these measurable goals.

5. Provide the number of construction activities (other than those where the permittee was the operator) that occurred within the regulated area as indicated via notices of intent or site notices:

Six (6) NOI's were received this year. This should increase substantially due to the passing of the Stormwater Ordinance on October 26, 2010.

6. Does the permittee utilize the 7th MCM related to construction? _____ Yes No

If Yes, then provide the following information:

a. The number of municipal construction activities authorized under this general permit: _____

b. The total number of acres disturbed for municipal construction projects: _____

Though the 7th MCM is optional, this must be requested on the NOI or on a NOC and approved by the TCEQ.

7. Requirements for Specific Minimum Controls Measures (MCMs):

a. For MCM 1 - Public Education and Outreach, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.

b. Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.).

c. For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), indicate whether you have developed a list of allowable non-storm water discharges, other than those already listed in the general permit. If you have developed a list and have made any changes to the local controls, conditions and/or programs being established for discharges, include this information below. If you do not have any changes for this permit year, indicate that this item is not applicable.

Not Applicable this year.

D. Storm Water Management Program Status. Provide the status of every BMP and measurable goal listed in the SWMP, as described in the instructions. Each MCM, but not necessarily each BMP, must include the measurable goals described in the SWMP. For a shared SWMP, include the name of the responsible MS4 operator(s) in the "BMP" column. *(Though an MS4 is not required to implement BMPs until the initial SWMP is approved by the TCEQ, the MS4's initial annual report should include a description of what has been done to date, even if the SWMP has not yet been approved. The MS4 will receive credit for all BMPs implemented prior to and during the first permit year if they are described in the initial annual report.)*

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1: Public Education	Distribute outreach materials to targeted groups (i.e. residents, industry, and businesses)	Completed by in-house staff	Revised	Year Three	In progress - The MS4 program developed various pamphlets to be handed out to citizens, contractors, developers, etc. with regards to the City of Bryan's Stormwater Ordinance. These items have been distributed to the stakeholders for review and comment. They will be distributed to the public in Year 4.
1: Public Education	Distribute outreach materials to targeted groups (i.e. residents, industry, and businesses).	City of Bryan staff met with local civic organizations and neighborhood organizations to discuss the upcoming stormwater ordinance being developed by the City of Bryan. Secondly, the development community and local contractors were presented with the draft stormwater ordinance for comments prior to completion of writing the ordinance and presentation of the ordinance to the City of Bryan City Council.	New	Year Three	In progress - Education program has been expanded by participating with the Water Department. Continued focus on educating the industrial, commercial, and construction communities will remain a focus for year 4. The City of Bryan's Solid Waste Division distributed various handouts to children in the public schools. The City of Bryan Sustainability Coordinator provided handouts and an Stormwater Enviroscope for education of elementary students in the Bryan ISD.
1: Public Education	Coordinate annual education events.	Partnered with the City of College Station to co-host Planet Earth Celebration and Household Hazardous Waste Event. Partnered with College Station, Brazos County, TxDOT, and Texas A&M University to form the Brazos Basin Stormwater Education Committee (BBSEC) webpage Brazos Clean Water which directs citizens to the various entities websites and local MS4 issues.	Revised	Year One	Completed. Planet Earth Celebration (3/17/2010) and Household Hazardous Waste Event (3/24/2010) are established programs and will continue from year to year. City of Bryan Sustainability Coordinator gave a Sustainability Program to Texas A&M University students on February 24, 2010 and March 12, 2010. Met with BBSEC about MS4 topics common to the members. These meetings were quarterly in January, March, July and October. The Brazos Clean Water website (brazoscleanwater.org) was developed this year and is being continuously updated.

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MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1: Public Education	Continue City of Bryan's Webpage with regards to Stormwater. The BBSEC webpage directs citizens to the City of Bryan website.	There are: 7 links are the stormwater webpage. 5 link are to local MS4's, 1 video link, and Bryan/College Station United standards link.	Revised	Year Two	In progress – The web pages are being continuously monitored and updated.
1: Public Education	Develop public service announcements (PSAs) regarding stormwater protection	Developed five new PSA's which brings the total to seven which relate to stormwater pollution. All of the PSAs can be seen on Bryan's Public Information Channel.	Revised	Year Two	In progress -Titles Completed (date) 1) Only Rain Down the Drain (072109) 2) Only Rain Down the Drain 2 (072409) 3) Never Dump Tires Illegally (100809) 4) Oil Dumping PSA (121609) 5) Pills PSA (020110) 6) Project Frank – Water Leaks (052710) 7) Don't Litter (063110)
1:Public Education	Conduct public service announcements (PSA)	PSAs were created during the current permit year. (1) Illegal Dumping, (2) Used Motor Oil Recycling, (3) Disposal of Medicines, (4) Used Tire Disposal, (5) new PSA for proper disposal of grass clippings and (6) new PSA for Individual car wash water runoff. PSAs were aired on the KBTX networks, the City's public information channel, and can be accessed from the city's homepage.	Revised	Year Two	In progress - Titles Completed - #viewings: 1) Only Rain Down the Drain– 154 views 2) Only Rain Down the Drain 2– 175 views 3) Never Dump Tires Illegally– 103 views 4) Oil Dumping PSA– 106 views 5) Pills PSA– 82 views 6) Project Frank – Water Leaks (– 238 views 7) Don't Litter– 420 views
1:Public Education	Coordinate adult education events.	Attended community meetings to discuss the usage of the sanitary sewer system, solid waste management, and runoff control. Also attended Homeowners Association Meeting for the same purpose.	Revised	Year One	In progress - Attendance and participation is based on meeting occurrence and invitation for presentation. A total of five HOA's was attended with participation at each between 50 and 100 residents. The Bryan Leadership Academy (May 3, 2010) had 24 participants that learned about the City of Bryan MS4 program.
1:Public Education	Hold stakeholder's meeting,	TCEQ is in the process of issuing a TMDL for Carters and Burton Creeks. Participation in the TMDL requires frequent communication and coordination regarding water quality with the City of College Station, Brazos County, and other partners within the affected community.	New	Year Three	In progress – will continue to review and expand City participation in the SWMP. Focus groups within the City will be formed to assist in management and execution of the SWMP.

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1:Public Education	Develop Education Partnerships with local schools	<p>Six school events were attended and presentations made:</p> <ol style="list-style-type: none"> 1) Mitchell Elementary – Water bin Class materials (2/8/2010). 2) Bonham Elementary – provided Bee presentation (2/17/2010). 3) Bonham Elementary – Litter Presentation & Pickup (2/26/2010) 4) College Station Middle School – (3/12/2010) 5) Jane Long Middle School – Recycling & Composting Presentation (3/26/2010) 6) Kemp Elementary – Public Works Appreciation day (5/17/2010) <p>Continued to use presentations prepared last year by TAMU students for elementary and middle/high school. Used Enviroscope and presentations at local schools.</p>	Revised	Year One	In progress – will continue to visit schools and develop/maintain partnerships throughout the permit year.
1:Public Education	Develop Education Partnerships with local Organizations	<p>BISD Educators Showcase at Brazos Center (1/15/2010)</p> <p>General Public – Green Your Home Presentation (1/15/2010)</p> <p>BISD Teacher Training at The Children's Museum (3/2/2010)</p> <p>Austin Colony HOA – Nature Explore Presentation (3/6/2010)</p>	New	Year Three	In progress – Will continue to hold presentations for Bryan citizens.
1:Public Education	Hold stakeholder's meeting, submit Annual Compliance Report.	<p>City of Bryan Public Works Department met on a regular basis to discuss BMP progress.</p> <p>The City of Bryan, the City of College Station and Brazos County, the Texas Department of Transportation and Texas A&M University have created a stormwater education consortium to coordinate efforts of each entity. This consortium is called the Brazos Basin Stormwater Education Committee. This organization is a coordination committee to share ideas to provide a consistent message to the communities.</p>	Revised	Year One	In progress - Will continue to hold a stakeholder's meeting each permit year. Also will coordinate efforts between the five entities involved with the BBSEC,

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
2:Public Involvement & Participation	Develop public service announcements (PSAs) promoting public participation in the stormwater program	Five new PSAs were created during the current permit year. (1) Illegal Dumping of tires (10/08/2009), (2) Used Motor Oil Dumping (12/16/2009), (3) Disposal of Medicines (2/01/2010), (4) Project Frank – water Leaks (5/27/2010), and (5) Don't Litter (6/31/2010). PSAs were aired on the KBTX networks, the City's public information channel, and can be accessed from the city's homepage.	Revised	Year Two	In progress - Titles Completed - #viewings: 1) Only Rain Down the Drain (072109) – 154 views 2) Only Rain Down the Drain 2 (072409) – 175 views 3) Never Dump Tires Illegally (100809) – 103 views 4) Oil Dumping PSA (121609) – 106 views 5) Pills PSA (020110) – 82 views 6) Project Frank – Water Leaks (052710) – 238 views 7) Don't Litter (063110) – 420 views
2:Public Involvement & Participation	Establish Stormwater Hotline	The Public Works Call Center receives calls from the general public and distributes work requests to the responsible department. A total of 434 telephone calls were received by the City of Bryan call center from individuals relating to the MS4. An additional 203 calls were received at the COB Call Center for illegal dumping in the MS4 region.	Revised	Year One	Complete. The Public Works Call Center's phone number and email are solicited to the general public for all concerns. An on-line service request applications dubbed "Help Bryan" was established and allows on-line reporting of questions, comments, or complaints regarding city services.
2:Public Involvement & Participation	Perform city cleanup event.	<p>On March 3, 2010, Keep Brazos Beautiful held its annual Trash Off event. Approximately 2 tons of debris were collected during the event.</p> <p>Additionally, one community cleanup projects were performed by the Public Works Department adjacent to Boulevard Drive. An estimated 25 tons of waste materials were removed from the Still Creek channel between Boulevard and 17th Streets.</p> <p>Approximately 300 linear feet of Carter Creek in the Wheeler Ridge Subdivision was cleaned and lined with gabions to reduce erosion. Approximately 85 tons of waste and debris was removed from the creek channel.</p>	Revised	Year One	In progress – will continue to plan, participate, and expand community cleanup projects.

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
2:Public Involvement & Participation	Stormwater stenciling program	Local Boy Scout Troop was scheduled to being stenciling storm drains as part of their community service requirements. Complications with scheduling and coordination prevented work within the BMP from being performed.	Revised	Year Four	In progress – Last minute the Troops pulled out. Will look at other means in Year Four.
2:Public Involvement & Participation	Hold stakeholder's meeting, submit Annual Compliance Report.	Public Works staff met on a regular basis to discuss BMP progress.	Revised	Year One	In progress – will continue to review and expand City participation in the SWMP. Focus groups within the City will be formed to assist in management and execution of the SWMP.
3:Illicit Discharge Detection & Elimination	Develop storm sewer map	Developed map detailing locating storm sewers throughout the City of Bryan. Began the development of a Stormwater Master Plan to determine future projects related to the MS4. The Stormwater Master Plan will be finalized in the fall of 2010. This Master Plan will be used to the funding and schedule of the various projects identified.	Revised	Year Two	In progress – The Public Works Engineering Division is maintaining the storm sewer base map and is adding annual additions from submitted as-built plans. The storm sewer system has 399,676 linear feet of storm pipe of various sizes. There are 676 known outfalls in the system. Four illegal connections of storm sewer to the sanitary sewer were found this year. Three have been disconnected and one is in progress of being disconnected.
3:Illicit Discharge Detection & Elimination	Develop stormwater ordinance to support SWMP	The Stormwater Ordinance was written in the Spring of 2010. The Stormwater Ordinance was submitted to a stakeholders group for review and approval. The stakeholders consisted of local developers, engineers and the City of Bryan staff (6/29/2010). The finalized Stormwater Ordinance was reviewed and accepted as drafted by the BCS Builders Association (7/26/2010).	New	Year Three	In progress – The Stormwater Ordinance was presented to the City of Bryan City Council for approval. The Stormwater Ordinance was approved by the City Council in Year Four (10/26/2010). The Stormwater Ordinance will be reviewed annually to determine if any additions or omissions will be made.
3:Illicit Discharge Detection & Elimination	Implement facility inspection and discharge detection training for employees	20 minute video regarding stormwater shown at monthly safety meetings.	Revised	Year One	In progress - Continue to educate employees biannually at safety meetings. Will implement posters to be put in work place in Year Four.

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
3:Illicit Discharge Detection & Elimination	Recycling program in place for household hazardous waste (HHW)	Household hazardous Waste collection is provided bi-annually to citizens of Bryan in conjunction with the City of College Station.	Revised	Year One	In progress - will continue this successful projected as planned twice a year.
3:Illicit Discharge Detection & Elimination	Storm sewer system inspected for dry weather flows	The City of Bryan has randomly inspected storm sewers within the City. A total of 530 inlets were inspected and 12,750 lf of sewer was inspected in Year Three. No dry weather flows were encountered in Year Three.	Revised	Year One	In progress - Will continue development in Year Four as established.
3:Illicit Discharge Detection & Elimination	Program to Detect and Eliminate Sanitary Sewer Overflows	The City of Bryan smoke tested 153,131 linear feet of the sanitary sewer system to search for system leaks. Two illegal connections were determined from the MS4 to the sanitary sewer. One was disconnected and the second is in the process of being disconnected.	Revised	Year One	In progress - Will continue development in Year Four as established.
3:Illicit Discharge Detection & Elimination	Hold stakeholder's meeting, submit Annual Compliance Report.	Meeting was held between the Public Works and Water and waste Water departments to determine progress.	Revised	Year One	In progress – City staff shall meet annually to access the progress of the program.
4:Construction Site Runoff Control	Establish Legal Authority	Draft Stormwater Ordinance written in the Spring of 2010. The Stormwater Ordinance was submitted to Stakeholders Committee and reviewed by the BCS Builders Association.	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010.
4:Construction Site Runoff Control	Construction Site Runoff Control Construction Inspection Procedures	Draft construction site runoff inspection procedures have been developed	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010. Education of the City of Bryan staff involved with the monitoring the construction site BMP's will commence in the last Quarter of 2010.
4:Construction Site Runoff Control	Construction Community will be instructed as to the new Stormwater Ordinance requirements.	Draft pamphlets for construction site runoff BMP's and inspection procedures have been developed to be submitted to the construction community.	New	Year Three	In progress- PSAs were created to educate the general construction community on topics affecting stormwater quality. Construction-specific education materials and handouts will be handed out in Year Four.

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
5:Stormwater Management in New Construction & Redevelopment	Post-Construction Run-off Legal Authority (SWMP ID: 5-1)	Draft Stormwater Ordinance written in the Spring of 2010. The Stormwater Ordinance was submitted to Stakeholders Committee and reviewed by the BCS Builders Association.	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010. Education of the City of Bryan staff involved with the monitoring the construction site BMP's will commence in the last Quarter of 2010. Post Construction enforcement guidelines shall be developed in Year Four.
5:Stormwater Management in New Construction & Redevelopment	New development and re-development plans review (SWMP ID: 5-2)	Draft Stormwater Ordinance written in the Spring of 2010. The Stormwater Ordinance was submitted to Stakeholders Committee and reviewed by the BCS Builders Association. A total of 249 new sanitary sewer taps and 20 new storm sewer taps were inspected during Year Three of the MS4 program. In addition, 312 plans were reviewed by the Planning Division staff during Year Three.	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010. Education of the City of Bryan staff involved with the post construction monitoring the project sites will commence in the last Quarter of 2010. Post Construction enforcement guidelines shall be developed in Year Four.
5:Stormwater Management in New Construction & Redevelopment	Development Project Inspection Procedures (SWMP ID:5-3)	Draft Stormwater Ordinance written in the Spring of 2010. The Stormwater Ordinance was submitted to Stakeholders Committee and reviewed by the BCS Builders Association. Draft project inspection guidelines have been developed.	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010. Education of the City of Bryan staff involved with the inspection of construction sites will commence in the last Quarter of 2010. Construction enforcement guidelines shall be developed in Year Four.
5:Stormwater Management in New Construction & Redevelopment	City Owned New Development and Re-development Projects (SWMP ID 5-5)	Draft Stormwater Ordinance written in the Spring of 2010. The Stormwater Ordinance was submitted to Stakeholders Committee and reviewed by the BCS Builders Association. Draft project inspection guidelines have been developed. Contractors on all City of Bryan Capital Improvement Projects (CIP) and Maintenance and Repair projects shall submit a copy of the SWPPP prior to the issuance of the notice to proceed.	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010. Education of the City of Bryan staff involved with the inspection of construction sites will commence in the last Quarter of 2010. Construction enforcement guidelines shall be developed in Year Four. The City of Bryan shall finalize guidelines and education requirements to assist contractors in compliance with this measurable goal.
5:Stormwater Management in New Construction & Redevelopment	Low Impact Development Standards (SWMP ID 5-7)	Draft Stormwater Ordinance written in the Spring of 2010. The Stormwater Ordinance was submitted to Stakeholders Committee and reviewed by the BCS Builders Association	New	Year Three	In progress – Written procedures for construction site inspections remain in draft form and will be finalized after adoption of stormwater ordinance. The City of Bryan shall review and possibly develop low impact development standards in Year Four.

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
6:Pollution Prevention and Good Housekeeping	Develop strategies for structural and non-structural controls	These strategies were addressed in the draft Stormwater Ordinance completed in Year Three.	New	Year Three	In progress – Stormwater Ordinance is scheduled for City Council review and approval during the last quarter of 2010.
6:Pollution Prevention and Good Housekeeping	Develop storm sewer inlet cleaning program	Current program depends upon citizen notification and regular inspection of storm sewers. A total of 530 inlets were inspected and 12,750 lf of sewer was inspected in Year Three.	New	Year Three	In progress - Will continue development in Year Four as established.
6:Pollution Prevention and Good Housekeeping	Develop regular street sweeping frequency program	All streets with a curb are scheduled to be swept 4 times per year equaling about 7,100 miles totaling 80 tons of debris. The City currently has 2 high efficiency sweepers on route and 1 on standby. The Texas Department of Transportation has delegated the sweeping maintenance of the feeder roads located in the City of Bryan to the City.	Revised	Year Two	In progress – The City of Bryan will continue the sweeping schedule devised in Year Three into Year Four.
6:Pollution Prevention and Good Housekeeping	Sidewalks, Plazas, and Municipal Parking Lot Cleaning	The sidewalks in downtown Bryan are swept weekly on Friday mornings. The remaining municipal areas are cleaned on an as needed basis. The City of Bryan has 3 assessment workers that regularly pickup litter along the ROW 5 days a week. These employees pick up 17 tons of waste per year. The Brush & Bulky crews picked up 682 tires from the ROW. In addition 16,033 tons of bulky items are recycled.	Revised	Year One	In progress – The City of Bryan will continue the sidewalk, plaza and municipal parking lot cleaning schedule devised into Year Four.
6:Pollution Prevention and Good Housekeeping	Medians and Other Municipal Landscaped Areas	During March through October, the City of Bryan picks up litter and mows the grass along the ROW. A work force consisting of nine employees perform this task. The ROW crew pickup 28.5 tons of waste per year prior to mowing the ROW. Six City of Bryan employees are certified to apply herbicides thus reducing mowing waste.	Revised	Year Three	In progress – The City of Bryan will continue the sidewalk, plaza and municipal parking lot cleaning schedule devised into Year Four.
6:Pollution Prevention and Good Housekeeping	Storm Drain Inlet/Catch Basin and Line Cleaning	Current program depends upon citizen notification and regular inspection of storm sewers.	New	Year Three	In progress - Will continue development in Year Four.

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Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
6:Pollution Prevention and Good Housekeeping	Corporate Yard and Other Municipal Operation Areas	<p>All of the Fleet Services employees are trained in preventing pollution from automobile maintenance activities. Annual training to refresh the staff's awareness is provided.</p> <p>There are 2 designated municipal vehicle washing areas operated and maintained by the City of Bryan.</p> <p>100% of all oil, fluids, etc. are recycled into motor oil and/or hydraulic fluid: 2,585 gallons used engine oil; 3 – 55 gallon drums of engine coolant; and, 14 – 55 gallon drums of used oil filters. The oil recycler shreds and press oil out and recycles the steel.</p>	Revised	Year Two	In progress - Will continue development in Year Four.
6:Pollution Prevention and Good Housekeeping	Municipal Swimming Pools, Fountains, Lakes, and Other Water Bodies	Draft Stormwater Ordinance written in the Spring of 2010. This ordinance and the sanitary sewer ordinance address the discharge of water from these facilities.	New	Year Three	In progress - Will continue development in Year Four.
6:Pollution Prevention and Good Housekeeping	Spill Response and Prevention Program	<p>The City of Bryan has a Hazardous Materials Response Team consisting of 7 employees from the Streets & Drainage Division. They responded to 2 incidents in the last year. One incident was situated in downtown Bryan on Main Street where an automobile was leaking diesel into the storm sewer. An undetermined amount escaped into the storm sewer. Containment socks and absorbent was applied and cleaned at the site. The second site was located at the intersection of Highways 21 and 6. Diesel was also spilled at this location and containment socks and absorbent was used to clean the site.</p>	New	Year Three	In progress - Will continue development in Year Four.

Table 1 – BMP Status

MCM(s)	BMP	Milestones of Permit Year	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
6:Pollution Prevention and Good Housekeeping	Public employees educated stormwater BMPs	20 minute video regarding stormwater shown annually at safety meetings. A member of the staff proficient in stormwater attends the meetings and is available for questions and discussion.	Revised	Year One	In progress - will continue to educate employees biannually at safety meetings. Additional educational videos will be obtained during Year Four.
6:Pollution Prevention and Good Housekeeping	Municipal Parks Cleanup	The COB has approximately 750 acres of park land. A total of 62.4 tons of solid waste is collected each year from the Parks collection containers. The COB has 6 doggie waste disposal dispensers in the park system.	Revised	Year One	In progress - Will continue development in Year Four.
6:Pollution Prevention and Good Housekeeping	Hold stakeholder's meeting, submit Annual Compliance Report.	Meeting was held between the Public Works and Water and Waste Water departments to determine progress.	Revised	Year One	In progress – City staff shall meet annually to access the progress of the program.

Table 2 – Measurable Goals Status

MCM(s)	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1	Increase involvement with Schools	Increased the number of schools visited by over 100%	None
2	Storm Drain Stenciling Program	Volunteers did not participate as planned.	Do not rely on volunteers and perform with City staff.
3	Enforcement of Illicit Discharges and Connections	The Stormwater Ordinance was written, reviewed by stakeholders and passed by City Council on October 26, 2010.	None
4	Construction Inspection Procedures	Draft procedures were developed for inspection of construction sites. Staff education will continue in Year Four.	None
5	Develop guidelines and standards for structural and non-structural best management practices	Draft guidelines were researched and developed for structural and non-structural BMP's	None
6	Number of corrective actions for municipal spills taken each year	The City staff participated in the cleanup of two spills within the City limits of Bryan in Year Three.	None

E. 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): Alton G. Rogers, P.E., CFM, CSM

Title: Assistant Director of Public Works

Signature: 

Date: 11/10/2010

Name (printed): Kean Register

Title: Acting City Manager

Signature: 

Date: 11-10-2010

Name (printed): Jason P. Bienski

Title: Mayor

Signature: 

Date: 11-9-10

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Name (printed): _____

Title: _____

Signature: _____

Date: _____

Add pages as needed.



TCEQ Annual Reporting Requirements
for Phase II (Small) MS4s
TPDES General Permit No. TXR040000

Within 90 days of the end of each permit year, regulated Phase II Municipal Separate Storm Sewer Systems (MS4s) must submit annual reports to the Texas Commission of Environmental Quality (TCEQ) for that permit year. As required by the Texas Pollutant Discharge Elimination System (TPDES) General Permit No. TXR040000, an MS4 operator must annually review its Storm Water Management Program (SWMP) in conjunction with the preparation of the annual report. This document contains a suggested format for annual reporting.

The annual report must address the previous permit year. For annual reporting purposes, the second permit year began one year from the date of permit issuance (August 13, 2008) and lasted for one year. The annual report for the second permit year is due on November 12, 2009. Subsequent reporting years will begin on the anniversary date of permit issuance and will last for one year.

An annual report must be submitted even if the SWMP has not yet been approved by the TCEQ.

If MS4s share a common SWMP, all permittees must contribute to a system-wide report (if applicable). Each permittee must sign and certify the annual report in accordance with 30 TAC § 305.128 (relating to Signatories to Reports).

The annual report must include:

- (a) the status of compliance with permit conditions, an assessment of the appropriateness of best management practices (BMPs), a description of progress towards reducing the discharge of pollutants to the maximum extent practicable (MEP), the measurable goals for each of the minimum control measures (MCM), and an evaluation of the program's progress;
- (b) if applicable, the status of any control measures implemented by the permittee during the permit year;
- (c) a summary of any information (including monitoring data) collected and analyzed during the permit year that was used to evaluate reductions in the discharge of pollutants;
- (d) a summary of the storm water activities the MS4 operator plans to undertake during the next permit year;
- (e) proposed changes to the SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements;
- (f) the number of municipal construction activities authorized under this general permit and the total number of acres disturbed;
- (g) the number of non-municipal construction activities that occurred within the jurisdiction of the permittee (as noticed to the permittee by the construction operators); and
- (h) if applicable, notification that the MS4 operator is relying on another government entity to satisfy some of its permit obligations.

The annual report must be submitted to the following address:

Texas Commission on Environmental Quality
Storm Water & Pretreatment Team; MC-148
P.O. Box 13087
Austin, Texas 78711-3087

A copy of the annual report must also be submitted to the TCEQ Regional Office. To locate the TCEQ Regional Office that serves the area of the regulated small MS4, visit <<http://www.tceq.state.tx.us/about/directory/region/reglist.html>>.

Phase II (Small) MS4 Annual Report
TPDES General Permit No. TXR040000
Instructions

A. General Information

1. Provide the: assigned permit number,
beginning and end dates of the annual reporting period (permit year),
name of the permittee (municipality or owner/operator of the MS4),
name, telephone number, mailing address and e-mail address for the storm water program contact person.
2. If the MS4 is relying on another government entity to satisfy some of the permit obligations, provide the name of the other entity and an explanation of the elements of the SWMP that the entity is responsible for implementing. A description of the agreement or written documentation of the agreement must be included in the SWMP.
3. For a shared SWMP, list all associated permit numbers and permittee names. Add more spaces or pages if needed.
4. Indicate if this a system-wide annual report including information for all permittees. If Yes, all represented permittees must sign the report in accordance with signatory requirements. The regulation governing who may sign an application form is 30 Texas Administrative Code (TAC) §305.128.
5. Indicate whether a copy of the annual report has been submitted to the TCEQ Regional Office. To locate the TCEQ Regional Office that serves the area of the regulated small MS4, visit <<http://www.tceq.state.tx.us/about/directory/region/reglist.html>>.

B. SWMP Modifications and Additional Information

1. If changes have been made or are proposed to the SWMP, those modifications must be addressed in the annual report as required in Part II Section D 3 of the permit. If the TCEQ has notified you in writing that changes to the SWMP are necessary, those changes must be included in the report. Be sure to provide the following information in the explanation:
 - a. Describe changes made to or proposed for the SWMP during the permit year, including changes to BMPs, measurable goals, dates, contacts, procedures or details during the permit year.
 - b. 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.
 - c. An NOC is required if revisions are proposed to a SWMP that has already been approved by the TCEQ. If the initial SWMP has not been approved, submit a letter describing the change(s) so that information may be considered during the SWMP review process. If an NOC is required, it must be submitted to the address shown on the NOC form. Do not attach the form to this report.
2. If the MS4 has annexed land, attach a description (or map) indicating the newly annexed area located within a regulated area, the BMPs to be implemented, and any resulting updates to the SWMP.
3. If the receiving water body is newly listed as impaired or a Texas Maximum Daily Load (TMDL) has been established, refer to Part II Section C of general permit TXR040000 for additional information about limitations on permit coverage, compliance with water quality standards, and prohibited discharges (Edwards Aquifer Recharge Zone, specific watersheds, etc.).

- a. Impaired waters are those that do not meet applicable water quality standards and are listed on the Clean Water Act § 303(d) list. Constituents of concern are those for which the water body is listed as impaired. New sources or new discharges of the constituent(s) of concern to impaired waters are not authorized by the permit unless otherwise allowable under 30 TAC Chapter 305 and applicable state law. To determine if your receiving water has been listed as impaired, refer to the Texas 2008 List of Impaired Waters on the TCEQ Web site at <http://www.tceq.state.tx.us/compliance/monitoring/water/quality/data/08twqi/twqi08.html>.
 - b. A TMDL is the maximum amount of a water quality contaminant that can be discharged into a body of surface water on a daily basis without causing an exceedance of surface water quality standards. More information about TMDLs is located on the TCEQ Web site at <http://www.tceq.state.tx.us/implementation/water/tmdl/tmdlprogram.html>.
 - c. **NOTE:** Discharges of constituent(s) of concern to impaired water bodies for which there is a TMDL implementation plan are not eligible for coverage under this general permit unless they are consistent with the approved TMDL and the implementation plan. In order to be eligible for permit coverage, MS4 operators must incorporate into their SWMP the limitations, conditions and requirements applicable to their discharges, including monitoring frequency and reporting as required by the TCEQ rules. For discharges not eligible for coverage under this general permit, the discharger must apply for and received an individual TPDES permit.
4. Indicate whether the MS4 has conducted analytical monitoring of storm water quality. Provide an explanation along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable (MEP). Include a discussion of results with the explanation or summary.

C. Narrative Provisions.

1. Provide a brief description on the status of complying with permit conditions, including compliance with the SWMP that TCEQ approved, compliance with record keeping and reporting requirements, and compliance with permit eligibility requirements.
2. Provide a general assessment of the appropriateness of the selected BMPs, including whether any of the selected BMPs are not appropriate.
3. Describe progress towards reducing the discharge of pollutants. Summarize any information used to evaluate reductions in the discharge of pollutants. This information can be included in a tabular format as provided in the form, or described in a narrative format following the table.
4. Provide a general evaluation of the program's progress, including any obstacles or challenges in meeting the SWMP schedule, etc.
5. Provide 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. Does the permittee utilize the 7th MCM related to construction? To answer "Yes," this must have been requested on the NOI or on an NOC and approved by the TCEQ.

If Yes, then provide information about the number of municipal construction activities authorized under this general permit and the total number of acres disturbed for municipal construction projects.

7. Requirements for Specific Minimum Controls Measures (MCMs):

- a. For MCM 1 - Public Education and Outreach, provide documentation of activities conducted and materials used to fulfill the requirements of this MCM.
 - b. Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.).
 - c. For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), include a synopsis of the changes to the SWMP that are necessary to meet any local controls, conditions and/or programs being established for non-storm water discharges. Indicate if not applicable.
8. Other than the SWMP modifications indicated in Section B, describe any proposed changes to the SWMP in the coming reporting year.
9. Please describe any activities that are planned for the next permit year that have not already been described above.

D. Storm Water Management Program Status

Each MS4 is required to evaluate compliance with permit requirements and assess the appropriateness of the BMPs in reducing the discharge of pollutants to the maximum extent practicable. The purpose of the annual report is to describe the status of compliance with permit conditions – specifically the implementation of selected BMPs and the progress towards achieving the measurable goals for each BMP. Using the example table provided below, summarize the status of all BMPs specified in the SWMP, as follows:

Minimum Control Measures: Specify the MCM addressed by each BMP. The six MCMs are listed in Part III A of the permit. Some BMPs may address more than one MCM. Include at least one BMP for each MCM.

Best Management Practices: BMPs are the specific long-term activities and practices that will be implemented to prevent or reduce storm water pollution. Examples include public service announcements, outfall inspections, and construction site plan reviews. List all of the BMPs specified in the SWMP, including any new BMPs. For a shared SWMP, include the name of the responsible MS4 operator(s) in this column.

Measurable Goals: Measurable goals are the ongoing tasks and interim steps that demonstrate progress toward implementing a specific BMP. List all measurable goals from the SWMP, and include any new measurable goals. If you have developed a storm water ordinance during the permit year, include a description or citation of the ordinance, or simply attach a copy of the ordinance.

New or Revised: Indicate whether the BMP or measurable goal is new or revised. Examples include replacement of a BMP with another, addition of a new measurable goal, revision of a start date, etc. Briefly explain the change.

Start Date: Specify the scheduled start date (month and year) for each BMP as described in the schedule provided in the SWMP.

Implementation Status: Describe the implementation status (such as completed, in progress, or not started) of each BMP as of the end of the permit year. If an activity has been completed, indicate the completion date. If an activity has not yet been started or is in progress, provide the expected completion date. Briefly describe the frequency with which ongoing BMPs are conducted. The following table is an example of the type of information to be provided in the annual report.

Example – BMP Status

MCM(s)	BMP	Year 1 Milestone(s)	New or Revised (submit NOC as needed)	Start Date	Status / Completion Date (completed, in progress, not started)
3: Illicit Discharge Detection and Elimination	Map all outfalls and all water bodies receiving discharges from MS4.	Completed storm sewer system map includes all outfalls and names and locations of all water bodies		January 2008	Completed June 2008.
3: Illicit Discharge Detection and Elimination	Perform field screening of outfalls.	Develop protocol to screen outfalls, and research sampling equipment.		August 2008	Did not complete. City was not required to implement SWMP because SWMP was not approved by TCEQ. City revised original schedule during initial SWMP review to require this milestone be met in Years 1 or 2.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Researched other municipalities' ordinances	X	July 2007	Completed - Revised start date from March 2007 to July 2007.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Integrated language from model ordinance		September 2007	Completed December 2007.
4/5: Construction Site Control and Post-Construction Site Control	Implement storm water ordinance for construction and post-construction runoff control	Storm water ordinance has been drafted		March 2008	In progress - Draft ordinance presented to City Council June 2008 - Approval pending, expected completion date July 2009.
6: Pollution Prevention & Good Housekeeping for Municipal Operations	Train all public works and streets staff	Approx. 20 staff trained. Staff educated on good housekeeping/ pollution prevention and upcoming storm water ordinance		April 2007	In progress - annual training every April

Example – Measurable Goals Status

MCM	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1	Provide utility bill inserts to each utility customer at least once each year.	Met goal	None
2	Conduct one public meeting or city-wide cleanup day each year.	Exceeded goal: conducted one public meeting and two cleanup days.	None
3	Map 25% of outfalls and 50% of receiving waters during Year 1 (same as milestone)	Met goal	None
4	Perform site inspections of 25% of all active construction sites.	Did not meet goal. Number of construction sites in city was far above normal for the year.	Revise goal to perform site inspections of 25% of all active construction sites, or a minimum of 50 sites per year. Submitted NOC along with the annual report to reflect this change.
4	Respond to 100% of construction complaints received.	Met goal	None
5	Review all site plans submitted for new development projects.	Met goal	None
6	Sweep 50% of roads each year.	Exceeded goal – swept all city streets in Year 1.	None
	Send two employees each year to a storm water training workshop.	Met goal	None

E. Certification

The annual report must be signed by a principal executive officer or ranking elected official, or by a duly authorized representative as referenced in 30 TAC 305.128. The Delegation of Signatories to Reports (TCEQ form 20403) can be located by visiting <<http://www.tceq.state.tx.us>> and selecting the Forms option. For shared SWMPs, it would be acceptable to submit separate signature pages for each operator participating in the shared SWMP and system-wide annual report.

F. Cover Letter

Please submit the annual report with a cover letter to insure that the report reaches the Storm Water & Pretreatment Team.