



Phase II MS4 Annual Report TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040456

Reporting Year: Year 1

Annual Reporting Year Option Selected by MS4: Calendar Year

Reporting period beginning date: January 1, 2019

Reporting period end date: December 31, 2019

MS4 Operator Level: Level 2

Name of MS4: City of Tomball

Contact Name: Craig Meyers, Community Development Director

Telephone Number: (281) 290-1412

Mailing Address: 501 James Street

Tomball, TX 77375

Email Address: cmeyers@tomballtx.gov

A copy of the annual report was submitted to the TCEQ Regional Office YES NO

Region the annual report was submitted. TCEQ Region 12 – Houston

B. Status of Compliance with the MS4 GP and SWMP

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

| | Yes | No | Explain |
|---|-------------------------------------|----|---------|
| Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ. | <input checked="" type="checkbox"/> | | |
| Permittee is currently in compliance with recordkeeping and reporting requirements. | <input checked="" type="checkbox"/> | | |
| Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.) | <input checked="" type="checkbox"/> | | |
| Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report | <input checked="" type="checkbox"/> | | |



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2. Provide a general assessment of the appropriateness of the selected BMPs.

| MCM | BMP | BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain) |
|-----|---|--|
| 1 | Spring Cleanup Week | Yes. Cleanup events help remove pollutants from source areas and educate the public about stormwater quality issues and behavior will change to reduce pollutant discharges. |
| 1 | Consolidated Recycling Day | Yes. Recycling Day encourage the public to recycle by providing resources and education. Recyclables such as water bottles could end up in waterways and contribute to stormwater pollution. |
| 1 | Educational Content on City Website and Facebook Page | Yes. Educational content helps to educate the public about stormwater quality issues and behavior will change to reduce pollutant discharges. |
| 1 | Stormwater Quality Giveaways | Yes. The giveaways help to educate the public about stormwater quality issues and behavior will change to reduce pollutant discharges. |
| 1 | Harris County Household Hazardous Waste (HHW) Collection Facility | Yes. The HHW program helps educate the public about HHW and provides proper disposal of HHW to keep it out of landfills and waterbodies. |
| 1 | Pet Waste Management | Yes. Pet waste cleanup bags provide citizens a way to clean up after their pets to reduce discharge of bacteria in stormwater. |
| 2 | Illicit Discharge Ordinance | Yes. The ordinance will provide legal authority to eliminate illicit discharges. |
| 2 | Storm Drain System Map | Yes. Map will assist in detection and elimination of illicit discharges. |
| 2 | Public Reporting Hotline for Illicit Discharge and Construction Site Runoff | Yes. Public reporting will expedite mitigation of issues. |
| 3 | Erosion and Sediment Control Ordinance | Yes. The ordinance will provide legal authority to eliminate construction site discharges. |
| 3 | Construction Site Plan Review | Yes. Plan reviews will help ensure that site operators are installing appropriately designed erosion controls to reduce sediment discharges. |
| 3 | Employee Training on Construction Site Stormwater Runoff Control | Yes. Training will enable effective implementation of the program. |



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| MCM | BMP | BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain) |
|-----|--|---|
| 4 | Long-Term Maintenance of Post-Construction Stormwater Control Measures | Yes. The maintenance plans ensure proper upkeep of the post-construction stormwater controls in the City. |
| 5 | Permittee-Owned Facilities and Control Inventory | Yes. An inventory of sites and controls will help organize inspections and maintenance, which will enhance their long-term operation and effectiveness. |
| 5 | Sanitary Sewer System Maintenance | Yes. The sanitary sewer maintenance prevents the risks for sanitary sewer overflows which is a significant source of bacteria. |

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation.

| MCM | BMP | Information Used | Quantity | Units | Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain) |
|-----|---|----------------------|----------|-------------|---|
| 1 | Spring Cleanup Week | Event Records | 1 | Event(s) | No. Indirectly helps by removing potential sources from MS4 service area. |
| 1 | Consolidated Recycling Day | Event Records | 1 | Event(s) | No. Indirectly helps by removing potential sources from MS4 service area. |
| 1 | Educational Content on City Website and Facebook Page | City's Facebook Page | 1 | Post(s) | No. Help to educate citizens, which in turn should change behavior, which should in turn reduce pollutants. |
| 1 | Stormwater Quality Giveaways | Records | 100 | Giveaway(s) | No. Help to educate citizens, which in turn should change behavior, which should in turn reduce pollutants. |
| 1 | Harris County Household Hazardous Waste (HHW) Collection Facility | City's Facebook Page | 1 | Post(s) | No. Help to educate citizens, which in turn should change behavior, which should in turn reduce pollutants. |



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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 | Pet Waste Management | City's Facebook Page | 1 | Post(s) | Yes. The pet waste cleanup bags help eliminate a significant source of pollutants (bacteria). |
| 2 | Illicit Discharge Ordinance | Work Order System | 3 | Violation(s) | Yes. The enforcement of illicit discharge ordinance ensures that violations are recorded and penalized, thus contributing in the reduction of violations. |
| 2 | Storm Sewer Map | GIS Database | 27 | Project(s) | No. Helps in tracking the source of any found suspect discharges. |
| 2 | Public Reporting Hotline for Illicit Discharge Detection and Construction Site Runoff | Work Order System | 2 | Call(s) | Yes. Allow for immediate response action. |
| 3 | Erosion and Sediment Control Ordinance | Work Order System | 0 | Violation(s) | No. Helps enforce program and reduce pollutants in future construction sites. |
| 3 | Construction Site Plan Review | Plan Review Records | 69 | Plans | No. Helps enforce program and reduce pollutants in future construction sites. |
| 3 | Employee Training on Construction Site Stormwater Runoff Control | Attendance Sheet | 6 | Attendee(s) | No. Trains staff to identify construction stormwater BMPs and potential sources of an illicit discharge from active construction sites. |
| 4 | Long-Term Maintenance of Post-Construction Stormwater Control Measures | Maintenance Agreements | 0 | Agreement(s) | No. Guides proper maintenance so post-construction BMPs remain effective |



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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) |
|-----|--|---------------------|----------|-------------|--|
| 5 | Permittee-Owned Facilities and Control Inventory | Facility List | 0 | Update(s) | No. Inventory of City-owned and operated facilities and stormwater controls will help identify the risks of pollution. |
| 5 | Sanitary Sewer System Maintenance | Maintenance Records | 11,223 | Linear Feet | Yes. Sanitary sewer maintenance minimizes the risks of sanitary sewer overflows. |

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals.

| MCM | BMP | Measurable Goal | Explain Progress toward goal or how goal was achieved |
|-----|---|---|---|
| 1 | Spring Cleanup Week | Advertise the event on the City's website and Facebook once per year. Record the date of advertisement. | Event advertisement was posted on Facebook on April 4, 2019. |
| | | Hold the event once per year. Record the dates of event. | The City's cleanup week took place from April 8-13, 2019. |
| 1 | Consolidated Recycling Day | Advertise the event on the City's website and Facebook once per year. Record the date of advertisement. | Event advertisement was posted on Facebook on April 4, 2019. |
| | | Hold the event once per year. Record the dates of event. | The Consolidated Recycling Day was scheduled for April 13, 2019 but was cancelled due to forecasted severe weather. |
| 1 | Educational Content on City Website and Facebook Page | Update general educational content about stormwater quality on the City's stormwater website once per year. | There was no necessary update posted during 2019. |
| | | Publish one educational post regarding fats, oils, and grease (FOG) on the City's Facebook page per year. | The FOG educational post was posted on the City's Facebook page on June 12, 2019. |
| 1 | Stormwater Quality Giveaways | Provide at least 100 giveaways at the City's public facilities and at community events. | One hundred (100) giveaways were provided during 2019. |



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| MCM | BMP | Measurable Goal | Explain Progress toward goal or how goal was achieved |
|-----|---|--|---|
| 1 | Harris County Household Hazardous Waste (HHW) Collection Facility | Provide information about the HHW collection facility on the City's stormwater website and advertise the facility on the City's Facebook page once per year. | The advertisement for the HHW facility was posted on the City's Facebook page on March 6, 2019. |
| 1 | Pet Waste Management | Continue to enforce the Pet Waste Ordinance. Provide pet waste cleanup bags in City parks to encourage residents to pick up after their pets. Restock regularly at all the public parks in the City. | All pet waste stations in five (5) City parks were properly stocked during 2019. |
| | | Publish one educational post regarding pet waste on the City's Facebook page per year. | The Pet Waste educational post was posted on the City's Facebook page on December 10, 2019. |
| 2 | Illicit Discharge Ordinance | Continue to enforce the Illicit Discharge Ordinance. Document any violations. | There were three (3) illicit discharges detected in the City during 2019. |
| 2 | Storm Drain System Map | Update map annually to include newly constructed systems. | City staff updated the map with information from twenty-seven (27) projects during 2019. |
| 2 | Public Reporting Hotline for Illicit Discharge Detection and Construction Site Runoff | Continue to operate the public reporting hotline. Respond to all complaints received by the hotline. Document the complaints and actions taken to eliminate the illicit discharge. | City staff received and responded to two (2) calls from the public during 2019. |
| 3 | Erosion and Sediment Control Ordinance | Continue to enforce the erosion and sediment control ordinance. Document all violations and enforcement actions taken. | There was no violation recorded during 2019. City staff implemented verbal and/or email communication where minor corrective actions were needed. |
| 3 | Construction Site Plan Review | Review the Erosion Control Plan of all new regulated construction projects. Record number of plans reviewed. | Sixty-nine (69) erosion control plans were reviewed in 2019. |
| 3 | Employee Training on Construction Site Stormwater Runoff Control | Train the designated employees on construction site stormwater runoff control. | On March 7, 2019, six (6) employees were trained on the Construction Site Stormwater Runoff Control requirements of the MS4 Permit. |



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| MCM | BMP | Measurable Goal | Explain Progress toward goal or how goal was achieved |
|-----|--|--|---|
| 4 | Long-Term Maintenance of Post-Construction Stormwater Control Measures Community | Ensure that the owner or operator of a new development or redevelopment develop a maintenance plan and file the plan in the real property records of the local county. Document 100% of the number of recorded maintenance agreements. | No maintenance agreements were developed during 2019. |
| 5 | Permittee-Owned Facilities and Control Inventory | Develop a list of facilities and stormwater controls that the City owns and operates within the regulated area of the small MS4. Update the list as needed. | No updates were added to the inventory in 2019. |
| 5 | Sanitary Sewer System Maintenance | Continue sanitary sewer maintenance activities. Clean at least 2500 LF of sanitary sewer pipe per year. | City staff cleaned 11,223 LF of sanitary sewer pipes in 2019. |

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.

The MS4 did not conduct any direct sampling and/or monitoring of stormwater quality. The City utilized the outcome of best management practices (BMP's) within the stormwater management program to assess the success of reducing the discharge of pollutants to the MEP. The efforts which reflect this success include Spring Cleanup Week, detected illicit discharges, erosion and sediment control compliance, and sanitary sewer line cleaning. Moreover, solid wastes and pollutants are carefully managed at all District Wastewater Operations facilities to reduce the discharge of pollutants. These operations continued during the reporting period. The successful completion of all other scheduled activities suggests that the program is reducing the discharge of pollutants to the MEP.

D. Impaired Waterbodies

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

No waterbody within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report.

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



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The City did not perform water quality sampling. The City utilized the following BMP's to address the pollutant of concern (bacteria): educational content about FOG and pet waste, pet waste management, and sanitary sewer system maintenance. See Table D.5. below for discussions about the BMP's.

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

| BMP | Activity |
|---|--|
| Educational Content on City Website and Facebook Page | Publish one educational post regarding fats, oils, and grease (FOG) on the City's Facebook page per year. |
| Pet Waste Management | Continue to enforce the Pet Waste Ordinance. Provide pet waste cleanup bags at City parks to encourage residents to pick up after their pets. Restock regularly at all the public parks in the City. |
| | Publish one educational post regarding pet waste on the City's Facebook page per year. |
| Sanitary Sewer System Maintenance | Continue sanitary sewer maintenance activities. Clean at least 2,500 LF of sanitary sewer pipe per year. |

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

| Benchmark Parameter | Assessment Unit | Benchmark Value (Billion cfu/day) | Description of Additional Sampling or Assessment Activities | Year(s) Conducted |
|--------------------------|-----------------|-----------------------------------|---|-------------------|
| Bacteria in Spring Creek | 1008_02 | 31.4 | No monitoring was performed as the City is not required to. However, the City has TMDL BMPs which target bacteria specifically. | N/A |
| | 1008_03 | 141 | | N/A |
| Bacteria in Willow Creek | 1008H_01 | 14.9 | | N/A |



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

| Benchmark Parameter | Selected BMP | Contribution to Achieving Benchmark |
|---------------------|--|---|
| Bacteria | Pet Waste Management – Provide pet waste cleanup bags at City parks | City staff perform regular stocking of pet waste bags for five City parks across the City. By providing the pet waste stations and keeping them stocked regularly for citizen use, stormwater pollution caused by bacteria from pet waste is minimized to the MEP. |
| Bacteria | Public Education – Publish educational posts regarding pet waste and FOG on the City’s Facebook page | Information on bacteria sources such as pet wastes and FOG helps educate and encourage the public to contribute to the reduction of stormwater pollution to the MEP. Moreover, Pet Waste Ordinance and Grease and Grit Trap Ordinance continued to be enforced. |
| Bacteria | Sanitary Sewer System Maintenance – Clean at least 2,500 LF of sanitary sewer pipe per year | Cleaning and maintaining the sanitary sewer lines minimize the potential for sanitary sewer overflows, which is a significant source of bacteria. Moreover, the “Report a Concern” form on the City’s website is available for citizens to report sanitary sewer overflows. |

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

Since the only stream impairment parameter for the City of Tomball is bacteria, please refer to Table D.5. above for the discussion how each BMP addresses the impairment of bacteria.

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

| Benchmark Indicator | Description/Comments |
|---|---|
| Number of educational posts regarding bacteria sources posted on the City’s Facebook page | City staff published one post about pet waste and one post about FOG during 2019. |
| Length of sanitary sewer line cleaned and maintained | City staff cleaned 11,223 LF of sanitary sewer lines in 2019. |



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E. Stormwater Activities

Describe activities planned for the next reporting year:

| MCM | BMP | Stormwater Activity |
|-----|---|--|
| 1 | Spring Cleanup Week | Advertise the event on the City's website and Facebook once per year. Record the date of advertisement. |
| | | Hold the event once per year. Record the dates of event. |
| 1 | Consolidated Recycling Day | Advertise the event on the City's website and Facebook once per year. Record the date of advertisement. |
| | | Hold the event once per year. Record the dates of event. |
| 1 | Storm Drain Inlet Markers | Identify new inlets and evaluate existing inlets to compile a list of inlets to be marked. |
| 1 | Lobby Slide Show | Design slides and place in rotation at the Public Works department lobby television slideshows. |
| 1 | Educational Content on City Website and Facebook Page | Update general educational content about stormwater quality on the City's stormwater website once per year. |
| | | Publish one educational post regarding fats, oils, and grease (FOG) on the City's Facebook page per year. |
| 1 | Stormwater Quality Giveaways | Provide at least 100 giveaways at the City's public facilities and at community events. |
| 1 | Harris County Household Hazardous Waste (HHW) Collection Facility | Provide information about the HHW collection facility on the City's stormwater website and advertise the facility on the City's Facebook page once per year. |
| 1 | Pet Waste Management | Continue to enforce the Pet Waste Ordinance. Provide pet waste cleanup bags in City parks to encourage residents to pick up after their pets. Restock regularly at all the public parks in the City. |
| | | Publish one educational post regarding pet waste on the City's Facebook page per year. |
| 2 | Illicit Discharge Ordinance | Review the Illicit Discharge Ordinance and revise as needed. |
| | | Continue to enforce the Illicit Discharge Ordinance. Document any violations. |
| 2 | Storm Drain System Map | Update map annually to include newly constructed systems. |
| 2 | Employee Training on the IDDE Program | Develop training materials and identify employees to attend the training. |
| 2 | Public Reporting Hotline for Illicit Discharge Detection and Construction Site Runoff | Continue to operate the public reporting hotline. Respond to all complaints received by the hotline. Document the complaints and actions taken to eliminate the illicit discharge. |
| 2 | IDDE Program | Review the IDDE and inspection procedures and update as necessary. |
| 3 | Erosion & Sediment Control Ordinance | Review the erosion and sediment control ordinance and revise as needed. |



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| MCM | BMP | Stormwater Activity |
|-----|---|--|
| | | Continue to enforce the erosion and sediment control ordinance. Document all violations and enforcement actions taken. |
| 3 | Construction Site Plan Review | Review the Erosion Control Plan of all new regulated construction projects. Record number of plans reviewed. |
| 3 | Construction Site Inspections and Enforcement | Develop written procedures for construction site inspections and enforcement. |
| 3 | Employee Training on Construction Site Stormwater Runoff Control | Develop training materials and identify employees to attend the training. |
| | | Train the designated employees on construction site stormwater runoff control. |
| 4 | Permanent Stormwater Quality Criteria Manual | Review and update the existing Permanent Stormwater Quality Criteria Manual as needed. |
| 4 | Long-Term Maintenance of Post-Construction Stormwater Control Measures | Ensure that the owner or operator of a new development or redevelopment develop a maintenance plan and file the plan in the real property records of the local county. Document 100% of the number of recorded maintenance agreements. |
| 5 | Permittee-Owned Facilities and Control Inventory | Develop a list of facilities and stormwater controls that the City owns and operates within the regulated area of the small MS4. Update the list as needed. |
| 5 | Municipal Employee Training on Pollution Prevention and Good Housekeeping Practices | Develop training materials and identify employees who are involved in implementing pollution prevention and good housekeeping practices to attend the training. |
| 5 | Contractor Requirements and Oversight | Develop contract language to require service providers to comply with the requirements of the SWMP and the City's SOPs. |
| 5 | Municipal Operations and Maintenance (O&M) Activities | Develop SOPs for O&M activities such as road and right-of-way maintenance. Develop written procedures for performing visual inspections of the activities and the frequency of those inspections. |
| 5 | Sanitary Sewer System Maintenance | Continue sanitary sewer maintenance activities. Clean at least 2500 LF of sanitary sewer pipe per year. |

F. SWMP Modifications

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

Yes
 No

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

Yes
 No



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

No changes were made for the City of Tomball.

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

No changes were made for the City of Tomball.

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.

No additional BMPs are necessary for the City of Tomball at this time.

H. Additional Information

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

Yes No

2. a. Is the named permittee sharing a SWMP with other entities?

Yes No

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

Yes No

I. Construction Activities

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

(12 Large Sites and 43 Small Sites)

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

Yes No

- 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 |
|--|-----|



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| | |
|---|-----|
| The total number of acres disturbed for municipal construction projects | N/A |
|---|-----|

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): Robert S. Hauck Title: City Manager

Signature: _____ Date: _____