CARROLLTON
TEXAS

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December 20, 2019

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 City of Carrollton MS4
TPDES Authorization: TXR040326

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 TXR040326 for the City of Carrollton.

The annual report is for Year__1___. The reporting period's beginning December 14, 2018 and ending September 30, 2019.

A separate Notice of Change has not been submitted based on the fact that changes have not 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 4 in Fort Worth, Texas.

Sincerely,

Krista Pender

Krista Pender
Environmental Quality Manager
City of Carrollton

ENVIRONMENTAL SERVICES
1945 E. Jackson Rd., Carrollton, TX 75006 | 972.466.3060 | Fax: 972.466.3175
P.O. Box 110535, Carrollton, TX 75011-0535 | cityofcarrollton.com

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

A. General Information

1. Authorization Number: TXR040326
   Reporting Year: 1 (1st Report of permit term)
   Annual Reporting Option Selected: Fiscal Year Last day of fiscal year: September 30th
   Reporting Period Beginning Date: December 14, 2019
   Reporting Period End Dates: September 30, 2019
   MS4 Operator Level: 4
   Name of MS4: City of Carrollton
   Contact Name: Krista Pender Telephone Number: 972-466-3063
   Mailing Address: 1945 E. Jackson Rd., Carrollton, TX 75006
   Email Address: krista.pender@cityofcarrollton.com
   A copy of this annual report was submitted to the TCEQ Regional Office? Yes. USPS Certified Mail No. 7018 3090 0002 2552 2747
   Region the annual report was submitted. TCEQ Region 4

B. Status of Compliance with the MS4 GP and SWMP

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

a. Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ? Yes
The 2019-2024 SWMP has not been approved by TCEQ so we are currently operating under previous approved permit.

b. Permittee is currently in compliance with recordkeeping and reporting requirements? Yes and No. The city experienced a cyber-attack in October 2019 with the intent to disrupt operations. During this attack, all of our records and data were unobtainable, except for stored hardcopies. Initially, the city was unsure whether any data would be recovered; however, the city is slowly recovering data from our computers and department programs/ record keeping systems. To date we have all of our network drives and data restored but are still working on the inspection systems and are unsure of when that information will be recovered. We lost some inspection records in one operating system from August 8, 2019 – October 10, 2019. All data that was input in the GIS maps from December 2018 to October 10, 2019 has been lost but will be re-entered as the data is recovered.

c. Permittee meets the eligibility requirements of the permit (e.g. TMDL, Edwards Aquifer limitations, compliance history, etc.)? Yes

d. Permittee is currently in compliance with conducting an annual review of its SWMP in conjunction with preparation of the annual report as required in Part II E.4. Yes

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

BMP		Objective – BMP Description	Appropriateness – BMP appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
1.1	Storm Water Reading Materials	To educate all groups through different types of reading materials including news articles, brochures, posters and notice letters on impacts of storm water on water quality, hazards associated with illegal discharges and improper disposal of waste, and steps they can take to reduce pollutants in storm water.	Yes – Since the materials come in various formats it reaches out to a variety of groups and a large number of people. The message of reducing the discharge of pollutants appears in thorough explanations, action items, illustrative photos and other formats that not only appeal to various audiences but reiterate the message of protecting stormwater from pollution.
1.2	Public Presentations and Educational Events	To educate residents, businesses, visitors, and commercial and industrial facilities about impacts of storm water on water quality, hazards associated with illegal discharges and improper disposal of waste, and steps they can take to reduce pollutants in storm water.	Yes – Each presentation or educational booth is tailored to cater to the target audience thus delivering the topic in a relevant and understandable form.
1.3	Promotional Items	To educate all groups by sending storm water messages and promoting the hotline number by providing useful items free of charge.	Yes – Giveaways are great especially as these are practical items that people use daily, such as pencils, erasers, sharpeners, jar openers, pet waste bag holders, and the like.
1.4	Annual "March is Texas SmartScape™ Month	To educate residents, businesses, visitors, and commercial and industrial facilities about using native and adapted plants to improve water quality.	Yes – It is a great tool for residents and businesses that want to make changes to their landscape as this is a great time of the year to start planning. Conducting this campaign in March allows for adequate time in planning and ensuring success for the people's efforts at helping to improve stormwater quality.
1.5	Environmental Education for Commercial and Industrial Facilities	To educate commercial and industrial facilities about impacts of storm water on water quality; hazards associated with illegal discharges and improper disposal of waste; and steps they can take to reduce pollutants in storm water through meetings and hand-outs.	Yes – Both general pollutants as well as characteristic pollutants from specific commercial and industrial operations are explained. This ensures a comprehensive and relevant discussion of reducing stormwater pollution from these sources.
1.6	Environmental Education for Construction Site Personnel	To educate construction site personnel on TPDES Construction General Permit and city ordinance requirements to ensure controls for erosion/sediments, wastes and other pollutants at construction sites through handouts and a brief presentation.	Yes – A construction information packet is distributed directly to the owners or contractors who have operational and financial controls over the construction project. The presentation or overview explains what we expect from them and their management of the site.

1.7	Storm Drain Marking	To educate all groups through placards placed on the storm drain to not dump or discharge any pollutants into the storm drain and where the storm drain goes.	Yes – The storm water message is placed directly on the storm drain inlet and it informs anyone who steps up to it two basic concepts: 1) that these structures link rain to the creeks and therefore, 2) that no pollution should be sent down through these inlets. This BMP is a real-time teaching method.
1.8	Storm Water and Pollution Prevention Videos & Public Service Announcements	To educate all groups about impacts of storm water on water quality; hazards associated with illegal discharges and improper disposal of waste; and steps they can take to reduce pollutants in storm water through videos.	Yes – These videos are dynamic educational tools because these include relatable, real-life situations and stormwater pollution prevention recommendations that they can follow. These videos also incorporate the printed words.
1.9	TCEQ FOG Initiative	To educate restaurants, apartment managers, apartment tenants, and industries about fats, oils, and grease and ways to reduce the possibility of a sanitary sewer overflow through brochures, posters, website, inspections, and presentations.	Yes – The information is distributed directly to the appropriate groups whose operations have a big impact on the sewer collection system and the wastewater treatment plant and therefore can best benefit from this training.
1.10	Household Hazardous Waste Disposal	To educate residents about proper disposal of household hazardous waste and where they can dispose of their wastes through both articles and a website.	Yes – This provides concrete information to residents on how to properly dispose of their household hazardous wastes while providing a mechanism for citizens to provide feedback to the city.
1.11	Pet Waste Education	To educate pet owners about the importance of cleaning up after their pets.	Yes – Information is distributed directly to the appropriate group and educates the group that has the most control over this issue.
1.12	Environmental Services website	To educate all groups on storm water issues through a web site that is available every day of the year.	Yes – Educational information is available every day of the year from any computer to those who seek the information.
1.13	Electronic Newsletter for City Employees	To educate public service employees on storm water issues and/or pollution prevention topic.	Yes – It is distributed directly to all employees and copies printed for those without computer access. Provides stormwater pollution prevention information employees can use in their daily lives, while reiterating their role as city employees in preventing stormwater pollution.
1.14	Environmental Education for Schools	To provide information about the programs that the city offers to teachers/schools.	Yes – This information is distributed to teachers/schools at the beginning of every semester. These are helpful to, and welcomed by, the teachers and students alike.

1.15 Comply with State and Local Public Notice Requirements	To involve the public by soliciting comments on the Storm Water Pollution Prevention Ordinance and the NOI and SWMP as required.	Yes – Gives the public a chance to comment on ordinances and SWMP prior to approval by City Council or the TCEQ.
1.16 Presentation of SWMP	To get input and support from citizens and businesses about the SWMP	Yes – Not only does this provide another way to educate residents on the SWMP activities, but it also ensures buy-in or ownership over the activities from citizen and business input.
1.17 Illicit Discharge Reporting Line	To provide a means for the public to report illicit discharges 24 hours a day that the city may not notice.	Yes – This lets the public report violators that the city may not discover.
1.18 Volunteer Creek and Greenbelt Cleanup, Recycling and Chemical Collection	To give residents and businesses an opportunity to participate in removing trash from the city creeks, greenbelts, and parks.	Yes – This is another tangible way to involve citizens, groups, and businesses to help clean-up our waterways.
1.19 Citizens Advisory Committee	To involve residents, industries, school districts, etc. to be involved in the implementation of the SWMP.	Yes – The broad representation of various groups (two independent school districts, businesses, citizen and a representative from the city's Neighborhood Advisory Commission) ensures input from the main sectors within the city.
2.1 Storm Sewer System Map	To complete and verify a map of all outfalls in the city.	Yes – This map of the outfalls and inlets facilitates an efficient and systematic method to trace discharges to the stormwater system, as well as mitigating releases to stormwater system.
2.2 Storm Water Pollution Prevention Ordinance and Enforcement Response Guide	To develop and implement an ordinance to prohibit non-storm water discharges.	Yes – This gives the city the legal authority to prohibit and enforce non-storm water discharges into the storm water system. The ordinance also serves to inform every one of their responsibilities towards preventing stormwater pollution.
2.3 Spill/Emergency Response	To respond quickly to and clean up accidental or intentional releases of hazardous materials by having a staff member available for spill response 24/7.	Yes – This ensures coverage by trained staff for spill remediation, reporting, and enforcement during all times, thereby minimizing the adverse impact of releases to the stormwater system.
2.4 Illicit Discharge Reporting Line	To provide a means for the public to report illicit discharges 24 hours a day that the city may not notice.	Yes – This allows citizens to report discharges 24 hours a day and therefore ensures the timely response by trained staff to respond to these illicit discharges.
2.5 Construction Plans Review and Site	To review construction plans and perform site inspections for detection and elimination of illicit connections.	Yes – This ensures that there are no illicit connections during the building process.

	Inspection for Illicit Connections		
2.6	Illegal Dumping	To eliminate illegal dumping and littering through abatement and enforcement activities.	Yes – This not only establishes the quick removal of illegal dumping and litter, but also deters repeat violations.
2.7	Liquid Waste Program	To reduce the impact that liquid waste haulers and liquid waste generators have on our water quality through inspections, permits, and monitoring.	Yes – This program lays down the permitting process, responsibilities, and sanctions for violators which will limit stormwater pollution from indiscriminate dumping of liquid waste and negligent/lack of grease/grit trap maintenance.
2.8	Maintenance Program for Sanitary Sewers	To prevent and reduce sanitary sewer overflows through proactive maintenance of the sanitary sewer system.	Yes – This maintenance program reduces and prevents sanitary sewer overflows, thus reducing and preventing stormwater pollution.
2.9	Pet Waste Management	To require pet owners to remove pet wastes from both public and private areas.	Yes – This program not only establishes the responsibilities of pet owners to clean-up after their pets, but also educates them on the impact of pet waste on the quality of surface water and provides them with reminders and trash bags at dog parks.
2.10	Dry Weather Discharge Screening	To participate in the regional protocol for dry weather screening and to purchase items to use for monitoring.	Yes – This is a clear method to detect illicit discharges and thereby the remediation, elimination, and targeted education of the areas where these are detected.
2.11	Household Hazardous Waste Program	To provide residents with a free means of disposing of their household hazardous waste.	Yes – The program allows residents to dispose of their household hazardous waste properly, at no cost, and at their curbside, thereby encouraging for the timely and easy disposal versus the inconvenient collection, storing, and travelling to collection sites.
2.12	Water Main Breaks Response	To implement a response plan to reduce the amount of chlorine that gets discharged into creeks from water main breaks.	Yes – This response plan can help minimize the impact that chlorine and sediment have on our creeks and wildlife.
2.13	Employee Training for Illicit Discharges	To train field employees on spotting illicit discharges and who to contact when they see one.	Yes – This enables the city to have many more eyes looking for illicit discharges, allows for quicker response, and less damage to wildlife and surface waters.
2.14	Floatables	To prevent floatables from entering waterways through education, inspections, and direct removal.	Yes – These activities help reduce the amount of floatables in our waterways through inspections and trash/debris removal by city employees, residents and businesses to help reduce the amount of floatables in our waterways.
3.1	Ordinance for Construction Site Erosion and	To develop an ordinance requiring construction site operators to implement appropriate erosion and sediment	Yes - This provides the city with the legal authority to prohibit non-storm water discharges and to enforce compliance with federal/state storm water permits for construction activities.

	Sediment Controls and Enforcement	control and to control wastes at construction sites for all land disturbances, regardless of size.	
3.2	Storm Water Pollution Prevention Plan Review and Submission of NOI/CSN	To ensure that construction sites are in compliance with the TPDES Construction General Permit by requiring the submission of their NOI, CSN, and SWPPP for the city to review.	Yes – This ensures that the construction site operators are aware of their responsibilities and have put in writing their plan to meet the requirements under the TPDES Construction General Permit.
3.3	Construction Site Inspection	To ensure proper installation and maintenance of sediment and erosion control measures by inspecting all active private construction sites regardless of the size of the land disturbance.	Yes – The inspections ascertain that the storm water BMP's are installed and maintained and changes are updated on their Construction SWPPP.
3.4	Response to Citizen Complaints	To respond to public inquiries, concerns, and complaints regarding all construction sites regardless of the size of the land disturbance.	Yes - The hotline provides a means for the public to report problems at construction sites and allows the city to respond quickly, especially if there is an illicit discharge.
3.5	Storm Water Information Package for Construction Site Operators	To educate construction site operators by distributing the city and state construction requirements information package to construction site operators applying for a grading or building permit regardless of the size of the land disturbance.	Yes - The handouts are a great way to distribute information to the contractors. In addition to the handouts, a mini presentation is given to the contractors and owners, so they hear exactly what the city expects of them.
3.6	Preconstruction Meetings	To discuss erosion/sediment controls, pollution prevention practices, waste management, and TPDES requirements by conducting meetings for all operators of construction sites applying for a grading or building permit with the city, regardless of the size of the land disturbance.	Yes – The meetings give us an opportunity to provide information directly to the contractors and owners prior to land disturbance. An overview of what is required is covered in the meeting with a chance to ask questions.
3.7	Employee Training	To train construction inspectors and enforcement officers on inspecting construction sites.	Yes – The training provides standards and updated information for construction inspectors to be able to give proper assessment of construction sites on whether it is protective of stormwater quality.
3.8	Construction Site Inventory	To maintain an active construction project list.	Yes – This ensures that departments keep track of their active projects and their current construction phase.
4.1	Stormwater and Flood Protection Ordinance, and General Design Standards	To identify additional opportunities for implementation of control measures that will assist the city in reducing pollutants in storm water from new or redeveloped areas.	Yes – These are tools that direct growth to identified areas, protect ecologically sensitive areas, minimize impervious surfaces, and provide buffers along sensitive water bodies.

4.2 Long-Term Operation and Maintenance Plan for Structural BMPs	To ensure long-term operation and maintenance for structural BMPs constructed on public or private property.	Yes – This ensures that structural controls are performing to its optimum by setting inspection and maintenance schedules to be met.
4.3 Site Plan Review	To ensure compliance with limits on maximum runoff rate, maximum impervious coverage, minimum landscaped area, minimum neighborhood park area for residential projects, and tree preservation requirements by reviewing all plans for new development/redevelopment	Yes – This comprehensive assessment considers water quality impacts from the beginning stages of a project and provides more opportunities for water quality protection.
4.4 Green Space Preservation	To ensure green space preservation by requiring each new or redeveloped single-family residential project that disturbs one acre or greater to dedicate a portion of the land to neighborhood parks.	Yes – Preserving pervious surfaces allows runoff to infiltrate into the ground; some of the pollutants present are removed by the soil and vegetation, while reducing the volume and velocity of runoff.
4.5 Tree Preservation Ordinance	To prohibit the removal of certain species of protected trees.	Yes - This provides small, but essential, green spaces that break up a landscape of impervious surfaces and provide pockets for runoff infiltration.
4.6 Inspection of Structural BMPs during Construction	To ensure proper installation and maintenance of sediment and erosion control measures by inspecting all active private construction sites regardless of the size of the land disturbance.	Yes – This ensures the storm water BMP's are installed properly, routinely inspected, and maintained so that these function efficiently in reducing/preventing polluted runoff from construction sites.
4.7 Limited Mowing Height	To protect the soil from erosion due to rain or irrigation by limiting the mowing of grass in parks areas to a minimum height and by designating no-mow areas.	Yes - This protects the soil from erosion and can allow for additional infiltration, reducing runoff.
5.1 Parks and Open Space Maintenance	To reduce the amount of pesticides and fertilizer used in parks and open spaces through the use of native plants in landscaping at city facilities, use of mulching mowers. To remove trash from parks and open areas.	Yes – The utilization of native plants, mulching and the like reduces applied pesticides and fertilizers and serves as a pollutant source reduction practice.
5.2 Road and Bridge Maintenance	To reduce water pollution from streets by sweeping the major streets once a month, picking up trash from roadways and ditches, and implementing erosion and pollution prevention practices during street repair activities.	Yes – This directly removes various pollutants from roadways and ditches on a regular basis.
5.3 Fleet Maintenance	To implement pollution prevention measures through inspections, good housekeeping practices, and spill response.	Yes – This reduces the impact the city's fleet maintenance has on the environment as this also entails recycling and proper disposal of the various waste streams like used oil, anti-freeze, and tires.

5.4 Municipal Buildings and Parking Lots Maintenance	To develop and implement a pollution prevention plan for the maintenance of city facilities.	Yes – This reduces the impact the city may have on the stormwater system during building and parking lot maintenance.
5.5 Storm Sewer System Maintenance	To ensure the storm water system is functioning properly by inspecting and maintaining the storm water system.	Yes – These routine inspections help determine if there are problems with the storm water system and allows for the timely repair and maintenance to have these functioning efficiently.
5.6 Waste Reduction of Information Technology and Communications Operations	To further reduce pollution from hazardous materials in batteries and computer equipment by recycling or properly disposing these.	Yes - Proper disposal of batteries and computer equipment reduces the impact that these items have on the environment.
5.7 Grease, Sand and Grit interceptor Maintenance	To prevent sanitary sewer overflows by maintaining the city's grease, sand, and grit traps.	Yes – The inspections of these traps, both physically and through trip tickets, ensures proper frequency of pumping thereby preventing SSO's.
5.8 Sand and Deicer Storage Locations	To reduce pollution run-off from sand, liquid deicer, and salt through proper storage, efficient application, and clean-up.	Yes – Proper storage, efficient application, and timely cleanup reduces consequent pollution resulting from these necessary safety applications and also reduces material costs.
5.9 City Owned Facilities	To list, inspect, and determine each facilities potential to impact on stormwater.	Yes – These assessments aid in characterizing priority facilities in terms of monitoring and applying additional or site-specific BMPs to prevent pollution of the stormwater system.
5.10 Structural Control Maintenance and Waste Disposal	To ensure the optimal operation of structural controls by keeping an inventory, ensuring maintenance of, and proper disposal of waste from these structures.	Yes – The maintenance of structural controls allows these to function properly and ensures the reduction of pollutants from getting into the surface waters.
5.11 New Construction and Land Disturbance	To apply for TPDES General Construction Permit for applicable city construction projects and ensure all permit requirements are met.	Yes – This ensures that the city is in compliance with state requirements.
5.12 Contractor Oversight Procedures	Contractually require contractors to comply with pollution prevention measures and ensure through oversight that they are following those procedures.	Yes – This enables the city better oversight over their hired contractors.
5.13 Fire Fighting Training Activities	To prevent the discharge of chlorinated water to the storm drain or creek by researching and implementing alternative methods for fire training activities.	Yes - This reduces the intrusion of chlorine into the surfaces waters and reduces its impact on fish and wildlife.

5.14	Employee Storm Water Pollution Prevention Training Program	To train all employees responsible for municipal operations subject to the pollution prevention and good housekeeping program.	Yes – This training provides both general stormwater pollution prevention practices for municipal operations and also discusses operation-specific consequences and BMPs to minimize/prevent any adverse impacts.
5.15	Flood Control Projects	To assess all impacts of receiving water for all flood control projects and implement change on future flood control projects.	Yes – Flood control is directly linked to stormwater management. Structural flood control devices will also help improve water quality.
6.1	Inspection of Industrial Facilities	To conduct inspections of industries that may impact storm water through their discharges and identify, or keep records of, industries that are required to obtain a storm water permit.	Yes – The inspection of industries establishes direct contact with one group of potential stormwater polluters in the city, provides an assessment of their operations vis-à-vis impacts on stormwater quality and recommendations to bring them into compliance with TCEQ's MSGP requirements and the city's stormwater ordinance.
6.2	Inventory/ Inspection of Commercial Facilities	To determine impacts on the storm water system through inventory and inspection of commercial facilities.	Yes – The inspection of commercial facilities establishes direct contact with one group of potential stormwater polluters in the city, provides an assessment of their services vis-à-vis impacts on stormwater quality and recommendations to bring them into compliance with the city's stormwater ordinance.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable.

BMP		Objective – BMP Description	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes /No / Explain)
1.17	Illicit Discharge Reporting Line	To provide a means for the public to report illicit discharges 24 hours a day that the city may not notice.	Yes – This provided a medium for the public to report violators that the city may not have discovered. Citizens were active in reporting lawn companies blowing grass clippings and leaves into the street or storm inlet, drained pool water onto the streets, and other illicit discharges.
1.18	Volunteer Creek and Greenbelt Cleanup, Recycling, and Chemical Collection	To give residents and businesses an opportunity to participate in removing trash from the city parks and creeks.	Yes – This was an effective way to involve citizens and businesses to help cleanup and had a direct reduction in pollutants (floatables) in the storm water system and medications and grease in the sanitary sewer system. During this reporting period we had 26 volunteers/groups that picked up 193.5 bags of trash for creek clean-ups with 10 Adopt-A-Spot Locations;

			For this reporting period Medication Disposal Day – We participated in 1 event on April 17, 2019 and collected 885 lbs. of materials.
2.3	Spill Response	Enables a quick response to clean up accidental or intentional releases of hazardous materials by having a staff member available for spill response 24/7.	Yes – Since spills do not just occur during office hours it is imperative to have a staff member available all the time. We responded to 78 spills and discharges and 27 pool discharges during this reporting period.
2.4	Illicit Discharge Reporting Line	To provide a means for the public to report illicit discharges 24 hours a day that the city may not notice.	Yes – This allowed citizens to report discharges 24 hours a day. Citizens are actively assisting this reporting resulting in the city being able to conduct enforcement on violators and to remediate the impact and reducing a possible bigger impact.
2.5	Construction Plans Review and Site Inspection for Illicit Connections	To review construction plans and perform site inspections for detection and elimination of illicit connections.	Yes – Ensured that there were no illicit connections to the storm drain system during the building process.
2.6	Illegal Dumping and Litter Control	To eliminate illegal dumping and littering through abatement and enforcement activities.	Yes – The city responded to 20 reports of illegal dumping, one case was found and cleaned by the parks department. The Public Works Streets crews removed 9,848 pieces of trash from roads and ditches in this reporting period. For this fiscal year the city responded to 24 reports of illegal dumping and the Public Works Streets crews removed 11,142 pieces of trash from roads and ditches.
2.7	Liquid Waste Program	To reduce the impact that liquid waste haulers and liquid waste generators have on our water quality through inspections, permits, and monitoring.	Yes – This established a direct contact and monitoring with various groups of potential polluters. Liquid waste haulers were required to be permitted in the city and to use trip tickets to verify that they are disposing of their wastes properly. In this reporting period the city permitted 82 trucks and issued 2 citations and 1 NOV for either not having a permit or not filling out/submitting trip tickets properly.
2.8	Maintenance Program for Sanitary Sewers	To prevent and reduce sanitary sewer overflows through proactive maintenance of the sanitary sewer system.	Yes – The regular cleaning of pinpointed areas have reduced and prevented sanitary sewer overflows through preventive maintenance.
2.9	Pet Waste Management	To require pet owners to remove pet wastes from both public and private areas.	Yes – Required pet owners to clean-up after their pets. Twenty (20) cases were investigated during this report period.

2.10	Dry Weather Discharge Screening	To participate in the regional protocol for dry weather screening and purchase items to use for monitoring.	Yes – This was a concrete way to detect and eliminate illicit discharges. Dry weather screening was performed twice during this reporting period. 80 outfalls were monitored.
2.11	Household Hazardous Waste Program	To provide residents with a means of disposing of their household hazardous waste.	Yes – This allowed residents to dispose of their household hazardous waste properly and at no additional cost. In this reporting period 123,972 lbs. of household hazardous waste was collected.
2.14	Floatables	To reduce the amount of floatables that enter the city stormwater system.	Yes – This program helps reduce the amount of floatables through educational letters, inspections, and trash and debris removal. During this reporting period we mailed 1,097 regarding trash and debris; completed 1,273 inspections at food establishments; removed 193.5 bags of trash with our creek clean-up and adopt-a-spot programs; parks continued to pick up trash at least 200 days a year; inspected 853 inlets; removed 9,848 pieces of trash from the roadways and diches; and the net at Josey Ranch collected 130 lbs. of paper and plastic items in this reporting period.
3.3	Construction Site Inspection	To ensure proper installation and maintenance of sediment and erosion control measures by inspecting all active private construction sites regardless of the size of the land disturbance.	Yes – This ensured that the storm water BMP's were installed and maintained.
3.4	Response to Citizen Complaints	To respond to public inquiries, concerns, and complaints regarding all construction sites regardless of the size of the land disturbance.	Yes - The hotline provided a means for the public to report problems at construction sites and allowed the city to respond quickly, especially when there was an illicit discharge.
4.7	Limited Mowing Height	To protect the soil from erosion due to rain or irrigation by limiting the mowing of grass in parks areas to a minimum height and by designating no-mow areas.	Yes - This requirement protected the soil from erosion and allowed for additional infiltration, reducing runoff, and trapping some floatables.
5.1	Parks and Open Space Maintenance	To reduce the amount of pesticides and fertilizer used in parks and open spaces through the use of native plants in landscaping at city facilities, and the use of mulching mowers. To remove trash from parks and open areas.	Yes – This program reduced the amount of pollutants from city parks and Parks operations. In addition to the normal trash pick up the crews completed 2 larger clean-ups and collected 21 bags of trash; Used mulching mowers; leaf blowers were used to blow clippings back onto the grass. The net at Josey Ranch collected 130 lbs. of paper and plastic items in this reporting period.
5.2	Road and Bridge Maintenance	To reduce water pollution from streets by sweeping the major streets once a month, picking up trash from roadways	Yes – The city directly removed various pollutants from roadways and ditches. Major arterials and selected city

		and ditches, and implementing erosion and pollution prevention practices during street repair activities.	parking lots were swept monthly. 2,133.28 curb miles were swept during this reporting period. Crews removed 9,848 pieces of trash from the roadways and ditches during this reporting period.
5.3	Fleet Maintenance	To implement pollution prevention measures through inspections, good housekeeping practices, and spill response.	Yes – This reduced the impact the city's fleet maintenance had on the environmental with the collection, recycling, and proper disposal of its various waste streams.
5.4	Municipal Buildings and Parking Lots Maintenance	To develop and implement pollution prevention plan for the maintenance of city facilities.	Yes – This reduced the impact the city had on the environment during building and parking lot maintenance.
5.5	Storm Sewer System Maintenance	To ensure the storm water system is functioning properly by inspecting and maintaining the storm water system.	Yes – Routine inspections helped determine if there were problems with the storm water system, then the areas that needed to have maintenance were prioritized. In this reporting period 853 inlets were inspected.
5.6	Waste Reduction of Information Technology and Communications Operations	To further reduce pollution from hazardous materials in batteries and computer equipment by recycling or properly disposing these.	Yes – Proper disposal or recycling of batteries and computer equipment reduced the impact that these items would have had the environment. The program continues and will recycle when enough material is collected.
5.7	Grease, Sand and Grit Trap Maintenance	To prevent sanitary sewer overflows by maintaining the city's grease, sand, and grit traps.	Yes – Maintaining the grease/grit traps helped prevent SSO's from city facilities.
5.8	Sand Storage Locations	To reduce pollution run-off from sand, liquid deicer, and salt through proper storage, efficient application, and clean-up.	Yes – Proper storage, application, and cleanup prevented unnecessary pollution.
5.9	City Owned Facilities	To reduce pollutants from city facilities and SOPs for high priority facilities.	Yes – Through inspections and best management practices (BMPs) the amount of pollution from city facilities was reduced.
5.10	Structural Control Maintenance and Waste Disposal	To ensure the optimal operation of structural controls by keeping an inventory, ensuring maintenance of, and the proper disposal of waste from these structures.	Yes – Maintaining city owned and operated structural controls reduced pollutants in our creeks from city facilities.
5.13	Fire Fighting Training Activities	To prevent the discharge of chlorinated water to the storm drain or creek by researching and implementing alternative methods for fire training activities.	Yes - This reduced pollutants (chlorine) from being discharged into the storm drain or creek during training activities.

5.14 Employee Storm Water Pollution Prevention Training Program	1.To participate in the NCTCOG Pollution Prevention Task Force (Regional Program) to identify pollution prevention training materials and/or develop new materials.	Yes – The city continued to participate in the NCTCOG Pollution Prevention Task Force. This task force helps the city develop new training and education materials for city employees and citizens.
	2.To train all employees responsible for municipal operations subject to the pollution prevention and good housekeeping program.	City employees who could directly impact our stormwater through our city operations (like Parks and Recreation, Streets, Drainage, Water, Wastewater) were trained to identify areas in their work that could be causes for pollution and to recognize or change behaviors. The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2022 and January 24, 2024.
5.15 Flood Control Projects	To assess impacts of receiving waters for all flood control projects and design and construct flood control structures that will provide erosion prevention and pollutant removal from stormwater.	Yes – This plan will improve structural flood controls in the city by retrofitting existing structures if applicable to remove pollutants from stormwater to the maximum extent possible. As well as new structures will be designed, constructed, and maintained to provide erosion prevention and pollutant removal from stormwater.
6.1 Inspection of Industrial Facilities	To conduct inspections of industries that may impact storm water through their discharges and identify or keep records of industries that are required to obtain a storm water permit.	Yes – Inspections provide direct observations and contact for potential or actual discharges with the industries in the city. During this reporting period the city conducted 125 inspections at industries, for a total of 141 inspections at industries in the fiscal year.
6.2 Inventory/ Inspection of Commercial Facilities	To determine impacts on the storm water system through inventory and inspection of commercial facilities.	Yes – Provided direct contact and inspections to look for potential or actual discharges with the commercial businesses in the city (some commercial facilities, restaurants, and grit and grease traps). The city inspected 32 commercial facilities during this reporting period for a total of 40 inspections during the fiscal year. The city also performed 1,273 inspections at food establishments this reporting period, for a total of 1,603 inspections during this fiscal year.

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.**

BMP		Measurable Goals	Success and How Goal was Achieved
1.1	Storm Water Reading Materials	1. Distribute copies of brochures to all display racks at city buildings and at all public events and presentations. (200 per year).	Exceeded Goal – In this reporting period the city distributed 575 brochures and educational materials from display racks and educational events. We mailed 1,841 letters to residents on proper disposal of grass clippings and 1,097 regarding trash and debris.
		2. News briefs in local paper or mailers/utility bill inserts twice a year.	Exceeded Goal – In this reporting period nineteen (19) articles appeared in newsletters, local newspaper, city website, Facebook, Twitter, and Netbill 30 times throughout the reporting period.
		3. Continue to update and distribute the storm water letters to all apartment managers currently in the database.	On Track – The stormwater letters were mailed to apartment complexes or managers. 81 letters were mailed in this reporting period.
1.2	Public Presentations	1. Four presentations or outreach activities per year.	Exceeded Goal – Conducted 14 presentations or outreach activities in this reporting period.
1.3	Promotional Items	1. Distribute 200 promotional items per year.	Exceeded Goal – During this reporting period we distributed 1,546 promotional items.
1.4	Annual "March is Texas SmartScape™ Month"	1. Determine a level of participation in the regional "March is Texas SmartScape™ Month" program based on available resources, and select an outreach activity to conduct. Complete coordination with NCTCOG annually and conduct the selected activity(ies) annually in March. Repeat each year.	Met Goal – In February 2019 the city issued an article in the One the Horizon newsletter promoting March as Texas SmartScape month. This article promoted citizens to participate in SmartScape and directed them to the lobby display of Hebron & Josey Library and the SmartScape website for more information. The SmartScape display window was up for the entire month of March at the Hebron & Josey Library. According to NCTCOG, Carrollton had 1,351 Sessions with 71% new sessions on the SmartScape website.

1.5	Environmental Education for Commercial and Industrial Facilities	1. Twice a year, develop educational items related to pollution prevention for industrial and commercial facilities. Ensure 100% of applicable food establishments have applicable posters.	On Track - Pollution Prevention posters for food establishments were developed. A packet of information was distributed to all new food establishments that applied for a permit; the packet included the pollution prevention posters and grease posters. The pollution prevention posters continued to be distributed to food establishments during routine inspections as needed.
		2. Hold annual industry meeting.	Met Goal – The annual industry meeting was held on September 25, 2019.
1.6	Environmental Education for Construction Site Personnel	1. Distribute information packet to 100% of applicants for a grading or building permit.	Met Goal – Distributed the storm water information during preconstruction meetings.
1.7	Storm Drain Marking	1. Placement or replacement of 100 markers per year.	Exceeded Goal – Volunteers placed 222 markers in this reporting period.
1.8	Storm Water and Pollution Prevention Videos and Public Service Announcements	1. Continue broadcast of Storm Water Management video or PSA's on local cable public access channel and on the storm water webpage.	Met Goal – Stormwater cable slides and PSAs ran every day on the local cable channel. The PSAs ran every day at 6:45pm. Storm water videos are posted on the storm water web page.
		2. Evaluate acquisition of other videos and incorporate to video library if appropriate.	Met Goal – No new videos were acquired during this reporting period.
		3. Maintain library of videos annually. Include information on the web site.	Met Goal – A library of videos is available and included on the stormwater website. https://www.cityofcarrollton.com/departments/departments-a-f/environmental-quality-services/stormwater/storm-water-videos
1.9	TCEQ FOG Initiative	1. Distribute one to every new and existing restaurant currently in database listed as having a grease trap at least once a year.	Met Goal – TCEQ Grease posters were given to all new food establishments applying for a food permit via a folder with other pertinent information in this report period. They are also redistributed during routine inspections as needed.
		2. Distribute an educational letter to every manager of an apartment complex currently in the database at least once every year.	On Track – Educational letters have been distributed to 81 apartment managers in conjunction with their annual inspection notice in this reporting period.

		3. Routine inspections for posters displayed and redistribute posters as needed for every restaurant currently in database at least once per year.	On Track – This was checked during each routine inspection for applicable establishments and documented on the inspection sheet. New posters were distributed as needed.
		4. Distribute grease control information to tenants in all multifamily complexes yearly.	Met Goal – Grease control flyers were distributed in July 2019 to all multi-family complexes.
		5. Distribute grease control information to 100% of industries with grease violations yearly if applicable.	Met Goal – No industries were identified as needing flyers during this reporting period.
		6. Grease control information provided in water bills, the city newsletter or on social media three times a year.	Met Goal – One article on grease control appeared in various news media 5 times, these included the city newsletter, city website, Facebook, Twitter, and Netbill. Cable screens with information on grease control/recycling ran every month in this reporting period.
		7. Information posted on the city website every day of the year.	Met Goal – Grease control information is available on the website at the following link: http://www.cityofcarrollton.com/departments/departments-g-p/public-works/fat-free-sewers.
		8. Three presentations or outreach activities per year.	Exceeded Goal – 8 presentations or educational events were conducted during this reporting period.
1.10	Household Hazardous Waste Site	1. Develop one mailer or water bill insert per year.	On Track– One article/newsletter was developed and reported in the last report covering the last 2.5 months for the last permit term and will be completed again during the next annual reporting period, typically run in October/November.
		2. Distribute mailer or water bill insert yearly.	On Track – A household hazardous waste mailer or water bill insert ran in October/November 2018 and will run in October/November 2019. Cable screens on Household Hazardous Waste also ran every day in this reporting period.
		3. Post information on the web page for every day of the year.	Met Goal – Posted on the web page at: https://www.cityofcarrollton.com/departments/departments-q-z/trash-recycling/household-hazardous-waste.
1.11	Pet Waste Education	1. Distribute to all residents adopting or reclaiming a pet, at presentations, and public events. Post information on the website.	Met Goal – The following educational items were distributed at Animal Services and public events/presentations: bookmarks – 451; Pet waste containers with bags – 103; Animal Ownership brochures – 341. Pet waste removal information was posted on the website at https://www.cityofcarrollton.com/departments/departments-a-f/animals-services/animal-ordinances

		2. Maintain 52 signs and 25 pet waste stations at the dog parks and greenbelts/trails as needed.	Met Goal – 52 Signs and 25 pet waste stations are maintained. The current locations for pet waste stations are Mary Heads Carter(2), Clifford Hall (1), Harvest run (2), Harold Bessire (1), Oak Creek (1), Josey Ranch Library (1), Rosemeade Dog Park (5), McInnish Dog Park (9), and Downtown (3).
1.12	Environmental Services website	1. Information posted on the webpage will be available every day of the year.	Met Goal – the website is updated as needed. http://www.cityofcarrollton.com/departments/departments-a-f/environmental-quality-services.
		2. SWMP posted on the web page.	On Track – SWMP will be posted on webpage within 30 days of SWMP approval date.
		3. Annual reports posted on the webpage.	On Track – Annual reports will be posted on webpage within 30 days after due date of each of the 5 annual reports.
1.13	Electronic Newsletter for City Employees	1. Distribution of two electronic newsletters per year.	On Track – During this reporting period one newsletter was developed and distributed in April 2019.
1.14	Environmental Educational Schools.	1. Develop and distribute list of programs available to schools yearly.	Met Goal – The information packet on the Water/Environmental education programs was emailed to CFBISD and LISD in August 2019 and will be mailed again in 2020 after the New Year, when school resumes.
1.15	Comply with State and Local Public Notice Requirements	1. Publish notice of TCEQ determination on NOI and SWMP.	The new 2019-2024 permit has not been approved by TCEQ. The 2019 – 2024 permit states this item must be complete in year 1-2 as determined by TCEQ.
		2. Publish notice of Public Meeting if determined to be necessary by TCEQ.	The new 2019-2024 permit has not been approved by TCEQ. Once they approve the NOI and SWMP, this item will be completed in year 1-2 as determined by TCEQ.
1.16	Presentation of SWMP	1. One public presentation to introduce approved SWMP within 90 days from written receipt of TCEQ's approval of the SWMP.	On Track – 90 days after TCEQ's approval of SWMP.
		2. One public presentation in the 5th year of the permit term to update/evaluate SWMP for the next permit term.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.

1.17	Illicit Discharge Reporting Line	1. The "hotline" to report illicit discharge is available every day of the year.	Met Goal – The reporting line is still active. 
1.18	Volunteer Creek and Greenbelt Cleanup, Recycling and Chemical Collection	1. City hosts one annual creek clean-up, recycling day, or chemical collection day.	Exceeded Goal – In this reporting period: Creek clean-ups - 26 volunteers/volunteer groups picked up trash on 49 different days and collected 193.5 bags of trash; the Adopt-A-Spot program had 9 new locations adopted for a total of 12 adopted locations. For this reporting period Medication Disposal Day – We participated in 1 event on April 17, 2019 and collected 885 lbs. of materials.
		2. Provide volunteers opportunities to reduce litter in our waterways and greenbelts.	Goal Met – The city offers two litter reduction programs Adopt-A-Spot and Waterway clean up. These opportunities are posted on JustServe (https://www.justserve.org/projects) and the city webpage (https://www.cityofcarrollton.com/departments/departments-a-f/environmental-quality-services/stormwater/volunteer-opportunities).
1.19	Citizens Advisory Committee	1. Annual meetings with Citizen Advisory Committee.	Met Goal – Completed June 5, 2019.
		2. Select Stormwater topic	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		3. Develop Educational Materials	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2023.
		4. Distribute to Residents	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.
2.1	Storm Sewer System Map	1. Verification of new or newly discovered outfalls.	Met Goal – no new outfalls were verified in this time frame– total of 1,234 outfalls.
		2. Map continuously updated as new data is obtained.	Met Goal – IT updated the maps as new data is obtained.
2.2	Storm Water Pollution Control Ordinance and Enforcement Response Guide	1 Review and revise (if needed) the Storm Water Pollution Prevention Ordinance once during the permit term.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		2. Adoption of ordinance by City Council, as needed.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.

	3. Continue to implement the Enforcement Response Guide/SOP.	Met Goal – Enforcement Response Guide/SOP was continually implemented.
2.3 Spill/Emergency Response	1. Respond to spills within 1 hour 95% of the time.	Met Goal – In this reporting period we responded to approximately 78 spills or discharges and 27 Pool discharges.
	2. Review and revise the spill response manual once during the permit term. Revise if necessary.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
2.4 Illicit Discharge Reporting Line	1. This BMP has been discussed in a previous section on the Public Participation and Involvement Minimum Control Measure, as BMP1.17. Achievements in this reporting period are described in said section.	Met Goal – See BMP 1.17
2.5 Construction Plans Review and Site Inspection for Illicit Connections	1. 100% new construction projects will undergo site plan review and will be inspected to ensure no illicit connections. Engineering will continue to require a video of all new storm and sewer lines which gets reviewed by staff.	Met Goal – 100% new construction projects underwent site plan review and were inspected to ensure no illicit connections.
2.6 Illegal Dumping	1. 90% active illegal dumping incidents respond within one hour.	Met Goal – All active illegal dumping cases are responded to within an hour, however, due to the cyber-attack we cannot verify how many of the illegal dumping cases were active. In this reporting period there were 20 illegal dumping incidents. Parks Department addressed and cleaned 1 illegal dumping activity. The other 19 cases were addressed by Code Enforcement.
	2. 100% abatement of illegal dumping incidents.	Met Goal – 19 of the cases during this reporting period have been abated. 1 case had on going enforcement action.
	3. 100% incidents with identifiable responsible party to be followed by enforcement action.	Met Goal – 100% of the illegal dumping cases where there was an identifiable party was followed up by an enforcement action.
2.7 Liquid Waste Program	1. 100% permitted liquid waste haulers inspected once a year.	On Track – Permitted 82 trucks.
	2. 100% permitted liquid waste haulers to submit used tickets monthly.	Met Goal – Trip tickets are required to be submitted monthly. Enforcement actions were initiated when identified as not being completed. 1 NOV and 2 citations were issued for either not having a permit or not filling out/submitting trip tickets properly.

		3. 100% identified facilities to use a permitted liquid waste hauler.	Met Goal – Trip tickets are reviewed during each routine inspection.
		4. Review and update if necessary the inventory of septic tanks in the city once per term.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		5. Maintain the SOP to prevent and correct any leaking on-site sewage disposal system.	Met Goal – SOP was continuously maintained.
2.8	Maintenance Program for Sanitary Sewers	1. Annual maintenance and inspection of sanitary sewer system.	Met Goal – Maintenance and inspections continued during this short reporting period and were complete.
		2. Clean miles of sewer lines based on the 5 year cycle. (Year 4 of the cycle was 138 miles to be cleaned)	On Track – 51.39 miles of the required 69 miles were cleaned during this reporting period.
		3. Smoke and dye testing of 100,000 feet per year.	Exceeded Goal– 102,836 feet were tested during this reporting period.
		4. Conduct closed-circuit television inspections of 100,000 feet per year.	On Track – 86,608 feet were TV'd during this reporting period.
		5. Inspect 2,100 manholes per year.	On Track – 1,715 manholes were inspected during this reporting period.
		6. Repair and/or bring to grade 300 manholes per year.	Exceeded Goal – 413 have been repaired in this reporting period.
		7. Lift stations inspected monthly.	Exceeded Goal – 779 inspections have been completed at the 19 sewer lift stations during this reporting period.
		8. Tag high-risk sections of sanitary sewer system for inspection/ maintenance every 30 days (i.e. Maintain 30-day list). Review annually.	Met Goal – The 30-day list was maintained every month and had 9 sites listed at the end of this report period.
2.9	Pet Waste Management	1. Investigate all (100%) complaints received regarding improper disposal of pet waste.	Met Goal – Received 20 complaints and all were investigated.
2.10	Dry Weather Discharge Screening	1. All Environmental Quality full time employees or consultants will attend the NCTCOG regional dry weather screening protocol training at least once. Refreshers will be done as needed.	Met Goal – Two (2) employees attended the basic training on June 20, 2019 and three (3) employees attended the advanced training on September 18, 2019. Carrollton also assisted in developing the course with NCTCOG.
		2. Determine the priority locations for screening and have a map of the areas.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24. 2021.
		3. Review and revise the Dry Weather Field Screening Manual once during the permit term.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		4. Continue Dry Weather Field Screening at the priority locations.	Met Goal – Dry weather screening was conducted in January 2019 and July 2019.

		5. Implementation Complete.	Met Goal – Dry weather screening was complete in this reporting period.
2.11	Household Hazardous Waste Program	1. Provide a household hazardous waste disposal program for Carrollton residents.	Met Goal – Service is through Waste Management www.cityofcarrollton.com/departments/departments-q-z/trash-recycling/household-hazardous-waste. In this reporting period, residents disposed of 123,972 pounds of materials through this program.
2.12	Water Main Breaks	1. Response procedures in place.	Met Goal – Response procedures continued to be implemented.
2.13	Employee Training for Illicit Discharges	1. Provide training to all field employees at least once in the permit term.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.
2.14	Floatables	1. Trash and debris letters mailed to all residents and businesses in violation of the ordinance.	Goal Met – In this reporting period 1,097 trash and debris letters were sent to residents and business in violation of the ordinance.
		2. 100% of food establishment's dumpsters inspected for lids, drain plugs, and ground free of litter.	On Track – Dumpster and dumpster areas were inspected at the time of food establishment's inspection for those that were due in this reporting period, with some being inspected multiple times. The city performed 1,273 inspections at food establishments this reporting period.
		3. Waterway Cleanup Program and Adopt-A-Spot Volunteer Programs area available all year.	Goal Met – Adopt-A-Spot and Waterway clean-up programs were available during this reporting period. These opportunities are posted on JustServe (https://www.justserve.org/projects), and the city webpage (https://www.cityofcarrollton.com/departments/departments-a-f/environmental-quality-services/stormwater/volunteer-opportunities). The programs are also promoted at public events.
		4. Parks picks up trash at least 200 days per year.	On Track – Trash was picked up by Parks per their schedule in the reporting period. -

		5. Inspect 3,154 storm inlets per year.	On Track – In this reporting period 843 inlets were inspected in this reporting period.
		6. 9,000 pieces of trash collected from the roadways per year. Monthly trash removal from I-35.	Exceeded Goal – 9,848 pieces of trash were collected in this reporting period, excluding the month of September. The month of September is excluded due to a cyber-attack which affected city records.
		7. Determine the locations and device for 2 structural controls.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021. One structural control is already in place at Josey Ranch Lake.
		8. Install 2 structural controls.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2022. One structural control is already in place – a net at Josey Ranch Lake.
		9. Maintain structural controls at least twice per year and determine amount removed.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2023. The city maintained the one structural control – the net at Josey Ranch collected 130 lbs. of paper and plastic items in this reporting period.
3.1	Ordinance for Construction Site Erosion and Sediment Controls and Enforcement	1. Continue to implement the Stormwater and Flood Protection Ordinance, the Stormwater Pollution Prevention Ordinance, and the Enforcement Response Guide.	Met Goal – The city continued to implement the Stormwater and Flood Protection Ordinance, the Stormwater Pollution Prevention Ordinance, and the Enforcement Response Guide.
		2. Review the Stormwater and Flood Protection Ordinance and he Stormwater Pollution Prevention Ordinance once during the permit term. Revise if necessary.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2022.

3.2	Plan Review for Stormwater Pollution Prevention Plan (SWPPP) and Submission of NOI/CSN	1. Maintain SOP for construction plan review Procedures in place to obtain and review CSN/NOI and SWP3 of all (100%) construction sites required to obtain a NPDES/TPDES stormwater permit for construction activities of one acre and greater, including the larger common plan of development.	Met Goal – An SOP is in place and both departments required a SWPPP and NOI/CSN to be submitted before a permit was issued. Both are reviewed for content.
3.3	Construction Site Inspection	1. Maintain SOP for site inspection and enforcement requirements.	Met Goal – SOP was maintained and followed for site inspection and enforcement requirements.
		2. Conduct documented inspections of 100% of construction sites greater than 1 acre or part of the larger common plan of development at least once during the active phase of construction.	On Track – Inspections of active construction sites that were greater or equal to 1 acre or are part of the larger common plan of development were completed in this reporting period. Issues had arisen on how the documented inspections were being done but that issue has been addressed and resolved. Any inspections that were completed in the inspection system (CityView) between August 8, 2019 – September 30, 2019 have been lost and will not be recovered.
3.4	Response to Citizen Complaints	1. Maintain "hotline" for construction site concerns.	On Track – The "hotline" has been maintained for receiving citizen complaints which is the city's main line or the appropriate department's line. In this reporting period Development Services responded to 348 complaints from the months of January – March. Currently we do not have access to complaint records from April – September due to the cyber-attack and all reports from August 8, 2019 – September 30, 2019 have been lost.
3.5	Storm Water Information Package for Construction Site Operators	1. Distribute the educational material described in 1.6 to all construction sites regardless of size applying for a grading or building permit through Engineering and Building Inspection.	Met Goal – The information was distributed to all construction site operators at the preconstruction meetings during this reporting period.
3.6	Preconstruction Meetings	1. Conduct preconstruction meetings with all (100%) applicants that apply for a grading or building permit.	Met Goal – Preconstruction meetings were held with all grading or building permit applicants during this reporting period.

3.7	Employee Training	1. Train all employees responsible for the implementation of the construction stormwater program.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.
3.8	Construction Site Inventory	1. Inventory of all permitted active public and private construction sites 1 acre or part of a larger common plan of development.	Met Goal – Development Services and Engineering maintained an inventory of their active construction sites.
4.1	Stormwater and Flood Protection Ordinance and General Design Standards	1. Continue to implement the Stormwater and Flood Protection Ordinance on 100% of applicable projects.	Met Goal – The city continued to implement the Stormwater and Flood Protection Ordinance on 100% of applicable projects.
		2. Yearly review of the General Design Standards.	Met Goal – The General design standards was reviewed in December. No changes/updates were needed.
		3. Review the ERG once during the permit term. Update if needed.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.
4.2	Long-Term Operation and Maintenance Plan for Structural BMPs	1. Maintain a list of all Structural BMP's to be inspected.	Met Goal – A list of structural BMP's to be inspected was maintained.
		2. Receipt of Maintenance Plan for structural controls installed on a site or filed as required in the deed for the property.	Met Goal - The city continued to implement procedures and methods to ensure the long-term maintenance of city structural BMPs.
		3. Documented inspections of 10 post construction structural controls per year.	On Track – 5 post-construction structural controls were inspected in this reporting period. The 10 inspections are for the new permit term and SWMP which has not been approved by TCEQ yet.
4.3	Construction Site Plan Review	1. Site plan review of 100% new development/ redevelopment projects.	Met Goal – Site plan review was performed on 100% of new and redeveloped projects.
		2. Maintain SOP for Construction Site Plan Review.	Met Goal – SOP for Construction Site Plan Review was maintained and followed.
4.4	Green Space Preservation	1. Implementation of green space preservation policies in 100% new projects.	Met Goal - The green space preservation policies applied to 100% of new projects in this reporting term.

4.5	Tree Preservation Ordinance	1. Implementation of Tree Preservation Ordinance in 100% new projects.	Met Goal - The Tree Preservation Ordinance continued to be implemented in this reporting period.
4.6	Inspection of Structural BMPs during Construction	**See section *3.3, Construction Site Inspection.***	Met Goal - See Section 3.3 Construction Site Inspection.
4.7	Limited Mowing Height	1. All park areas will be mowed at a frequency to ensure a minimum height of 2.5 inches of ground coverage.	Met Goal - Mowers were set for a minimum height of 2.5 inches.
5.1	Parks and Open Space Maintenance	1. Mowing crews pick up trash during maintenance of public green areas (approximately 200 days per year). Use mulching mowers. Leaf blowers used to blow clippings back onto grass.	On Track – Mowing crews picked up trash at least 200 days in this reporting period according to their schedule. In addition to the normal trash pick-up, the crews completed 2 larger clean-ups and collected 21 bags of trash; used mulching mowers; leaf blowers were used to blow clippings back onto the grass. The net at Josey Ranch collected 130 lbs. of paper and plastic items in this reporting period.
		2. Buffer zones and no mow zones.	Met Goal – The city currently has 16 buffer and no mow zones to help with erosion and pollutant removal.
		3. Continue to implement native species landscaping in new and redeveloped public spaces. Mowing restrictions are implemented on all publicly maintained areas ever time maintenance is performed.	Met Goal – Parks purchased a wildflower mix on September 17, 2019 which continued the implementation of native species landscaping. Mowing height restrictions continued at 2.5 inches.
		4. Maintain schedules for chemical application on all public spaces.	Met Goal – A schedule for chemical application on all public spaces was maintained and implemented.
		5. Maintain a list of pollutants of concern from mowing, chemical application and planting vegetation.	Met Goal – A list of pollutants of concern from mowing, chemical application, and planting vegetation was maintained.
		6. Continue to implement the Integrated Pest Management Plan.	Met Goal – The Integrated Pest Management Plans continued to be implemented for Animal Services and Parks and Recreation.
		7. Maintain SOP for proper disposal method of unused pesticides, herbicides and fertilizers.	Met Goal – The SOP was maintained and followed.
		8. Maintain Licensed Pesticide Applicators and Licensed Irrigators.	Met Goal – The city had 14 Licensed Pesticide Applicators (Parks 7, Animal Services 2, Development Services 1, ICGC 4) and 3 Licensed Irrigators and 1 Technician (Parks 2 LI's & 1 Tech, Development Services 1).
5.2	Road and Bridge Maintenance	1. Major arterials swept once a month, including the selected municipal parking lots.	Met Goal – 2,133.28 curb miles were swept in this reporting period which included major arterials and selected municipal parking lots.

	2. Maintain the SOP for street sweeping waste material disposal. Verify disposal method by contractor.	Met Goal–The SOP for street sweeping waste material disposal was maintained. Verification of disposal methods will be completed by January 24, 2022.
	3. Collect approximately 9,000 trash and debris items from roadways and ditches.	Exceeded Goal – 9,848 pieces of trash were collected in this reporting period, excluding the month of September. The month of September is excluded due to a cyber-attack which affected city records.
	4. Maintain the erosion and pollution prevention guidelines from road and bridge repair operations as needed.	Met Goal – The erosion and pollution prevention guidelines from road and bridge repair operations were maintained and followed.
	5. Maintain list of Pollutants of concern from road and bridge maintenance.	Met Goal - List of Pollutants of concern from road and bridge maintenance was maintained.
5.3 Fleet Maintenance	1. Weekly inspection/cleaning of maintenance and fueling facilities. Continue to implement spill response and pollution prevention plans (SPCC) at each fueling facility.	Met Goal – Inspections at maintenance and fueling facilities continued.
	2. Maintain the SOPs for each of the three maintenance facilities.	Met Goal – The SOPs for each of the three maintenance facilities were maintained.
	3. All vehicles and equipment washed in a bays or commercial vehicle wash.	Met Goal – City vehicles and equipment were washed at the wash bays or a contracted commercial facility.
	4. Maintain the SOP for vehicle and equipment washing.	Met Goal - The SOP for vehicle and equipment washing was maintained.
	5. Sand traps are serviced as required by city ordinance. All wash bays are under a cover. Continue spill response and pollution prevention plans. Spill kits and signs are deployed at all fueling stations. Continue plan to address leaks from vehicles during normal use by a city employee.	Met Goal – Traps were serviced as required, wash bays are under cover, spill response and pollution prevention plans were continued, spill kits and signs were maintained, the plan to address leaks from vehicles during normal use by a city employee continued.
	6. Parts and materials stored under cover. Continue recycling program for materials.	Met Goal - Fleet stores all materials under cover or inside the building except repaired vehicles and vehicles to be repaired. Recycling continued for used oil, antifreeze, oil filters, used tires, batteries, cardboard, spent solvent, and scrap metal.
	7. Continue to have new employees sign form regarding leaking vehicles during daily use by an employee.	Met Goal – Forms continued to be signed by all employees during New Employee Orientation (NEO).
	8. Annual Inspection of the Central Service Center Maintenance yard.	Met Goal – The annual inspection was completed on May 7, 2019.
	9. Quarterly inspections of the ICGC.	Met Goal – Inspections were performed quarterly.

5.4	Municipal Buildings and Parking Lots Maintenance	1. Continue to update (annually) and implement a spill response and pollution prevention plan for building and parking lot maintenance (SPCC). Continue waste reduction/ recycling.	Met Goal – SPCC and the pollution prevention plan continued to be implemented. Waste reduction and recycling options continued for office materials at city facilities.
		2. Continue inspections of Municipal Buildings and parking lots, including the Public Works yard.	Met Goal – Municipal buildings, parking lots and the public works yard were inspected in this fiscal year.
		3. Evaluate spill response and pollution prevention plan, adjust plan as necessary.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		4. Maintain a list of pollutants of concern from municipal buildings and parking lot maintenance.	Met Goal – A List of pollutants of concern from municipal building and parking lots maintenance has been maintained.
5.5	Storm Sewer System Maintenance	1. Inspect 100% of the city-maintained channels yearly and 3,154 of inlets per year.	On Track – During this reporting period 100% of the city-maintained channels were inspected. 843 inlets were inspected.
		2. Review the current schedule for maintenance operations. Revise as necessary.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		3. Respond to 100% of complaints and other problems.	Met Goal - Complaints are addressed as needed.
		4. Continue to inspect the 2 storm lift stations monthly.	Exceeded Goal – storm lift stations were inspected weekly – 72 inspections between the 2 lift stations in this reporting period.
		5. Maintain a list of potential problem areas for increased inspections.	Met Goal – List of potential problem areas for increased inspections has been maintained.
5.6	Waste Reduction of Information Technology and Communications Operations	1. Continue recycling of all batteries, cables, aluminum scrap, computer parts, and printer cartridges from IT operations.	Met Goal – The city continued to recycle all batteries, cables, aluminum scrap, computer parts, and printer cartridges from IT operations this reporting period.
		2. Continue feasible procedures to collect and recycle batteries from deployed equipment.	Met Goal - Procedures are in place and continue to be implemented to collect and recycle batteries from deployed equipment including cell phones, two-way radios, and uninterruptible power supply. Batteries were brought to Avenu, where they determined if the batteries were still useful or not, then the batteries were placed in a plastic bag and box provided by the recycling company.

5.7	Grease, Sand and Grit interceptor Maintenance	1. Grease, sand, and grit trap maintenance will be done yearly in accordance with the city ordinance or variance approval through Environmental Services.	Met Goal – For all city traps/interceptors except Fire Station #8 which will be pumped every 6 months and the Senior Center which is pumped as needed since it is not used for commercial purposes but is being pumped every 6 months.
5.8	Sand and Deicer Storage Locations	1. Limit sand, salt, and liquid deicer application to minimum amount necessary to ensure safe driving and walking conditions.	Met Goal – Public Works used the following amounts in this reporting period: Liquid deicer – used 1,900 gallons. Facilities did not apply deicer materials during this reporting period.
		2. Maintain SDS on site for salt and liquid deicer.	Met Goal – SDSs were maintained on site.
		3. Continue to implement appropriate controls for sand, salt, and liquid deicer storage.	Met Goal – Controls were in place for sand, salt, and liquid deicer.
		4. Maintain list of pollutants of concern from the three materials used.	Met Goal – List of pollutants of concern from the three materials used was maintained.
		5. Maintain written Pollution Prevention Measures to reduce the discharge of pollutants from this BMP.	Met Goal – Written Pollution Prevention Measures to reduce the discharge of pollutants from this BMP were included in the SOP for the Public Works yard.
		6. Inspect controls for sand, salt, and deicer storage.	Met Goal – Sand, salt, and liquid deicer controls were inspected during the annual facility inspections and weekly inspections.
5.9	City Owned Facilities	1. Maintain an inventory of city owned facilities.	Met Goal – An inventory of city owned facilities was maintained.
		2. Maintain a map of city owned facilities & other stormwater controls.	Met Goal – A map of city owned facilities & other stormwater controls was maintained.
		3. Perform an assessment of city owned facilities.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2022.
		4. Identification of high priority facilities.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2022.
		5. Review facility specific SOPs for all current high priority facilities.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2023.
		6. Develop facility specific SOPs for any newly identified high priority facility during the assessment.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2023.
		7. Inspection of all high priority facilities yearly.	Met Goal – All 8 high priority facilities were inspected during this reporting period.

5.10	Structural Control Maintenance and Waste Disposal	1. Maintain an inventory of structural controls. Update as needed.	Met Goal – Inventory of structural controls was maintained.
		2. Inspections of city structural controls will be done once in the permit term.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.
5.11	New construction and Land Disturbance	1. 100% of projects where the city meets the definition of operator will comply with TPDES construction general permit requirements.	Met Goal – The city complied with TPDES construction permit requirements for those projects that were applicable.
		2. Require 100% contractors of municipally owned construction projects to comply with TPDES construction storm water permit requirements.	Met Goal - Contractors were required to comply with the TPDES construction permit requirements.
5.12	Contractor Oversight Procedures	1. Maintain list of contractors	Met Goal – List of contractors was maintained.
		2. Continue to contractually require contractors to comply with stormwater control measures, good housekeeping practices and facility-specific SOPs.	Met Goal – Contractors were required to comply with stormwater control measures, good housekeeping practices, and facility-specific SOPs.
		3. Continue to implement oversight procedures.	Met Goal – Oversite procedures continued during this reporting period.
5.13	Fire Fighting Training Activities	1. Continue implementing BMPs during training activities.	Met Goal – Fire Department continued to implement BMPs during training activities.
5.14	Employee Storm Water Pollution Prevention Training Program	1. Participate in the NCTCOG Pollution Prevention Task Force (regional program) to identify pollution prevention training materials and/or develop new materials as needed.	Met Goal – Staff attended the NCTCOG Pollution Prevention Task Force Meetings and participated in developing training materials.
		2. Continue training all employees in departments responsible for operations or maintenance functions. Document training.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2022 and January 24, 2024.
5.15	Flood Control Projects	1. Develop a list of all city owned structural flood control devices.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2021.
		2. Evaluate all of the structural control device to determine if they can be retrofitted to provide additional pollutant removal to MEP.	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2023.
		3. Develop a plan for retrofitting (if applicable)	The new 2019-2024 permit has not been approved by TCEQ. The due date is January 24, 2024.

		4. Assess the impacts of receiving waters for all flood control projects.	Met Goal – Impacts of receiving wasters for all flood control projects were reviewed.
		5. All of the new flood control structures will be designed, constructed, and maintained to provide erosion prevention ad pollutant removal from stormwater.	Met Goal - All of the new flood control structures continued to be designed, constructed, and maintained to provide erosion prevention ad pollutant removal from stormwater.
6.1	Inspection of Industrial Facilities	1. Annually inspect 100 industrial facilities.	Exceeded Goal –During this reporting period the city conducted 124 inspections at industries (45 regulated and 79 from waste survey).
		2. Identify industries needing to apply for a TPDES/NPDES permit and require proof of permit coverage within 6 months of identification. Survey to be done every 3 years.	On Track – Industries have been identified and required to obtain coverage under the MSGP during inspections. The waste survey is done every 3 years.
6.2	Inventory/ Inspection of Commercial Facilities	1. Maintain an inventory of commercial facilities with grease/grit traps.	Met Goal – An inventory of grease/grit traps has been maintained.
		2. Conduct one inspection per year for all food establishments.	On Track – The city performed 1,273 inspections at food establishments this reporting period.
		3. Conduct at least 25 commercial inspections per year.	Exceeded Goal – The city inspected 32 commercial facilities during this reporting period.
		4. Inspect all active grease/grit traps in database once per year.	On Track – 579 of the 583 grease/grit traps have been inspected during this reporting period.
		5. Implementation complete.	Met Goal.

C. Stormwater Data Summary

Provide a summary of the results of information collected and analyzed during the reporting period, including monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP.

Surface Water Monitoring was conducted twice in this reporting period. The monitoring data results were utilized as one of the criteria in selecting the outfalls monitored during Dry Weather Screening. The Surface Water monitoring data was used to obtain a Water Quality Index (WQI) rating for each monitored segment. The WQI was based on five parameters: pH, DO, Turbidity, Total Phosphate, and Nitrate. The WQI calculator used was from the Wilkes University Center for Environmental Quality Environmental Engineering and Earth Sciences website at http://www.water-research.net/watrqualindex/index.htm. Six creeks were monitored with 18 sampling locations, namely: Indian Creek, Dudley Branch, Furneaux Creek, Hutton Branch, Cooks Branch, and the Valwood Improvement Channel. The WQI results from the January 2019 data were 14 had a Good rating and 4 had an Excellent rating. The results from the June 2019 monitoring had 8 locations with a Medium rating, 9 with a Good rating, and 1 with an Excellent WQI rating. The surface water monitoring data was reviewed in June 2015 and 58 new outfalls were selected to be monitored for Dry Weather Screening and 4 new outfalls were added to the list. Dry Weather Screening was conducted at the 62 outfalls in January 2019 and July 2019. The data from the surface water monitoring and dry weather screening are included in this report and can be found in Appendix I and

II. In this short reporting period, the city responded to 78 spills and illicit discharges, 27 pool discharges, 19 illegal dumping case, and 20 complaints about pet waste. Parks continued to remove trash from greenbelts and waterways at least 200 days each year and Public Works removed 9,848 pieces of trash from the roadways and ditches. We mailed 1,097 letters regarding trash and debris, removed 193.5 bags of trash with our creek clean-up and adopt-a-spot programs, and the net at Josey Ranch collected 130 pounds of paper and plastic items. The city swept 2,133.28 curb miles which included the major arterials and selected city parking lots. The city inspected 843 storm drain inlets in the city. We conducted stormwater inspections at 1,273 food establishments, 32 commercial facilities, and 124 industries. 579 of the active grease traps were inspected.

D. Impaired Water Bodies

1. Does the MS4 discharge to an impaired water body on the Texas 303(d) List? Yes
2. Does the MS4 discharge to a water body on the Index of All Impaired Waters? Yes

E. Stormwater Activities Next Reporting Year

Describe any activities planned for the next permit year/reporting cycle.

During the next reporting period, the city will be posting the approved 2019 – 2024 SWMP to the City of Carrollton website. As well as holding a presentation to introduce the new SWMP. Public works will verify disposal method by contractor regarding street sweeping. All other yearly activities will be completed during this next reporting period.

The activities due by 2020 include:

MCM	BMP	Stormwater Activity	Description/Comments
1	Environmental Services Web Page	Post SWMP on the City of Carrollton webpage	30 days after the approval date
1	Environmental Services Web Page	Post annual report posted on the web page	30 days after the due date for each of the 5 annual reports
1	Public Notice	Publish notice of TCEQ determination on NOI and SWMP	Year 1-2
1	Public Notice	Publish notice of Public Meeting if determined to be necessary by TCEQ	Year 1-2
1	Presentation of SWMP for Public Comment	One public presentation to introduce approved SWMP within 90 days from written receipt of TCEQ's approval of the SWMP	90 days after TCEQ's approval of SWMP

5	Road, Parking Lot and Bridge Maintenance	Maintain the procedure for street sweeping waste material disposal. **Verify disposal method by contractor**	**January 24, 2020**

F. SWMP Modifications and Additional Information

1. Changes have been made or are proposed to the SWMP since the NOI or last annual report, including changes in response to TCEQ's review.
   ___Yes X No

G. Additional BMPs for TMDLs and I-Plans

1. 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.
   Additional BMPs are not necessary at this time since we do not have a TMDL or implementation plan.

H. Additional Information:

1. Is the permittee relying on another entity/ies to satisfy some of its permit obligations? No
2a. Is the permittee part of a group sharing a SWMP with other entities? No
2b. Is this a system–wide annual report including information for all permittees? N/A

I. Construction Activities

1. 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 construction site notices in this report period.
   No. of non-municipal construction activities: 16
   No. of municipal construction activities greater than or equal to 1 acre: 1
2. Does the permittee utilize the optional 7th MCM related to Construction? No

Appendix I

Surface Water Monitoring Data

January 2019

Date:	Sampling Location:	Water Temp (°C)	pH	DO (mg/L)	Conductivity (µS)	Turbidity (NTU)	Total Phosphate (mg/L)	Nitrate (mg/L)	WQI (Based on 5 factors)
1/21/2019	IC1	9.1	7.77	12.9	340	26.6	0.08	0	89 - Good
1/21/2019	IC2	7.4	7.95	12	768	9.36	0.24	0.088	91 - Excellent
1/14/2019	FC1A	8.1	7.94	11.6	597	17.8	0.1	2.024	90 - Good/Excellent
1/14/2019	FC2	7.5	8.04	13.5	587	15.7	0.04	1.232	89 - Good
1/14/2019	FC3	7.4	8.22	14.6	629	17.1	0.06	3.512	83 - Good
1/14/2019	FC4	7.7	8.14	16.9	781	5.84	0.2	1.14	76 - Good
1/14/2019	FC5	8.8	7.21	14.1	687	2.47	0.1	3.784	89 - Good
1/23/2019	HB1	8.5	7.29	10.3	563	100	0.6	0.44	76 - Good
1/23/2019	HB2	8.3	8.34	16.7	685	3.73	0	2.904	76 - Good
1/23/2019	HB3	9.1	8.16	14	446	15.3	0.06	0.176	86 - Good
1/23/2019	HB4A	10.1	7.85	10.9	676	3.79	0.2	0.616	94 - Excellent
1/21/2019	HB5	12.3	8.08	15.9	601	2.15	0.3	3.696	72 - Good
1/21/2019	DB1	8.7	7.3	9.4	393	43.3	0.54	0.88	79 - Good
1/21/2019	DB2	6.7	7.81	16.8	1178	3.45	0.2	1.584	88 - Good
1/21/2019	DB3	10.4	8.21	20.2	1018	3.92	0.04	0.088	78 - Good
1/23/2019	CB1A	14.5	7.75	13.9	676	2.56	0.12	0	89 - Good
1/23/2019	CB2	8.6	7.79	13.1	820	2.31	0.08	0.352	94 - Excellent
1/23/2019	VI1	5.4	7.79	16.4	808	7.76	0.1	0.88	89 - Good

June 2019

Date:	Sampling Location:	Water Temp (°C)	pH	DO (mg/L)	Conductivity (µS)	Turbidity (NTU)	Total Phosphate (mg/L)	Nitrate (mg/L)	WQI (Based on 5 factors)
6/13/2019	IC1	25.8	7.69	6.2	338	29	0.16	0.704	84 - Good
6/13/2019	IC2	23.1	7.87	9	605	26.1	0.26	1.32	87 - Good
6/25/2019	FC1A	38.7	7.84	1.6	366	47.1	0.28	0.396	59 - Medium
6/25/2019	FC2	30.4	7.65	2.6	366	34.1	0.34	0.264	63 - Medium
6/25/2019	FC3	31.7	7.91	2.5	440	12.6	0.1	0.44	68 - Medium
6/25/2019	FC4	31	7.02	2.6	623	28.7	0.06	0.704	67-Medium
6/25/2019	FC5	26.8	7.5	2.6	568	10.6	0.08	2.816	69 - Medium
6/25/2019	HB1	27.3	7.55	5.2	253	29	0.02	0.44	81 - Good
6/25/2019	HB2	28.5	7.52	3.1	557	12.6	0.18	0.528	71 - Good
6/25/2019	HB3	28.7	6.95	2.3	297	26.5	0.22	0	64 - Medium
6/25/2019	HB4A	25.4	7.08	2.6	708	3.45	0.08	4.4	66 - Medium
6/25/2019	HB5	29.6	8.55	4.4	441	2.9	0.06	0.792	77 - Good
6/13/2019	DB1	27.4	8.3	8.6	324	19.4	0.24	0.352	86 - Good
6/13/2019	DB2	28.5	8.25	10.5	888	13.2	0.04	1.232	84 - Good
6/13/2019	DB3	26.5	7.74	12	1033	7.51	0.26	1.584	77 - Good
6/26/2019	CB1A	25.5	7.96	2.8	695	7.39	0.08	3.08	69 - Medium
6/26/2019	CB2	25.4	7.81	2.4	746	5.47	0.06	0.352	70 - Good
6/25/2019	VI1	25.8	7.52	8	660	7.62	0.06	0.44	95 - Excellent

Appendix II

Outfalls to be Monitored, Surface Water Monitoring Data and Dry Weather Screening Data

Outfalls to be Monitored for Dry Weather Screening 2015

Indian Creek:	Reason for Selection:	Site Description:
OF 4040	Kohl's shopping center OF	north of Kohl's on southeast side of detention area
OF 4041	Outfall for apartment, residential & commercial (Kroger shopping center)	north east side of the detention area opposite of Kohl's outfall
OF 0309	Commercial outfall	northwest side behind the shopping center at Old Denton and Hebron - north outfall
OF 0308	Commercial outfall	northwest side behind the shopping center at Old Denton and Hebron - south outfall
OF 0428	Commercial outfall	Huffines and W. Hebron - across from the daycare on Huffines
OF 0382	Large residential outfall	end of Legacy at Creekside
OF 0379	Large residential outfall	Creekside - northeast of OF0382

Hutton Branch:	Reason for Selection:	Site Description:
OF 4355	Apartment Complex outfall - right	drainage channel for Trinity Crossing Apts
OF 1296	Apartment Complex outfall - left	drainage channel for Trinity Crossing Apts
OF 1279	Residential outfall	along Kelly North side of the channel where HB4 sample is taken
OF 1281	Residential outfall	along Kelly North side of the channel upstream of OF1279
OF 1443	Residential outfall	west of Wentwood and Old Mill Rd - drains Renwick and Wentwood

Cooks Branch:	Reason for Selection:	Site Description:
OF 1118	drains large residential area	Northeast side of channel at Nix and Fyke
OF 1112	Large residential outfall	Southside of Fyke on Farmers Branch Side

VI Channel:	**Reason for Selection:**	**Site Description:**
All outfalls	all industrial/commercial outfalls	entire length of Valwood Improvement Channel – 44 outfalls

Indian Creek:

Dry Weather Screening:

January 2019

OF4040		OF4041		OF0309		OF0308		OF0428		OF0382		OF0379	
1st Visit	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**
1/28/2019 10am	1/28/2019 2:25pm	1/28/2019 10am	1/28/2019 2:25pm	1/28/2019 10:24am	1/28/2019 2:40pm	1/28/2019 10:20am	1/28/2019 2:39pm	1/28/2019 10:24am	1/28/2019 2:44pm	1/28/19 10:29am	1/28/2019 2:48pm	1/28/19 10:31am	1/28/19 2:51pm
No	No	Medium	Medium	None	None	None	None	None	None	None	None	None	None
		6.81	8.25										
		639	>1990										
		0	0										
		0	0										
		13.9	14.2										
		36.6	405										
		0.6	0										
		clear	BCS 104										
		chlorine	No										
		No	No										

		No	No										
		No	No										
		No	No										
		fire hydrant flushing											

July 2019

OF4040		OF4041		OF0309		OF0308		OF0428		OF0382		OF0379	
1st Visit	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**
07/10/2019 - 10:27 am	7-10-2019 - 3:08 pm	7-10-2019 - 10:27 AM	7-10-2019 - 3:08 pm	7-10-2019 - 10:50 am	7-10-2019 - 3:20 pm	7-10-2019 - 10:50 am	7-10-2019 - 3:19 pm	7-10-2019 - 10:57 am	7-10-2019 - 3:22 pm	7-10-2019 - 11:00 am	7-10-2019 - 3:32 pm	7-10-2019 - 11:03 am	7-10-2019 - 3:30 pm
None	None	Low	Low	None	None	None	None	none	None	None	None	None	None
		7.98	7.89										
		>1990	>1990										
		0	0										
		0	0										
		26.1	28.2										
		2.6	1.49										
		0	0										
		Clear	Clear										
		No	No										
		No	No										
		No	No										
		No	No										

		No	No										

Hutton Branch:

Dry Weather Screening

January 2019

Outfalls:	OF4355		OF1296		OF1279		OF1281		OF1443	
	1st Visit		**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**
Date/Time:	1/28/2019 11:20am	1/28/2019 3:31pm	1/28/2019 11:20am	1/28/2019 3:31pm	1/28/2019 11:37am	1/28/2019 3:54pm	1/28/2019 11:36am	1/28/2019 3:51pm	1/28/19 11:05am	1/28/19 3:13pm
Flow	No	No	Low	Low	No	No	No	No	Low	Low
pH			7.61	7.69					7.38	7.57
Conductivity (µS)			951	1228					747	757
Detergent (ppm)			0	0					0	0
Ammonia Nitrogen (ppm)			0	0					0	0
Water Temp (°F)			12.7	12.8					15.7	16.1
Turbidity (NTU)			6.8	13.9					1.66	1.31
Chlorine (ppm)			0	0					0	0
Color			Clear	Clear					Clear	Clear
Odor			No	No					No	No
Sewage			No	No					No	No
Surface Scum			No	No					No	No
Trash			No	No					No	No
Oil Sheen			No	No					No	No

July 2019

Outfalls:	OF4355		OF1296		OF1279		OF1281		OF1443	
	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
Date/Time:	7-10-2019 - 11:31 am	7-10-2019 - 4:00 pm	7-10-2019 - 11:31 am	7-10-2019 - 4:00 pm	7-10-2019 - 11:51 am	7-10-2019 - 4:12 pm	7-10-2019 - 11:50 am	7-10-2019 - 4:12 pm	7-10-2019 - 11:21 am	7-10-2019 - 3:50 pm
Flow	Low	Low	None	None	None	None	None	None	None	None
pH	7.41	7.55								
Conductivity (µS)	1026	1060								
Detergent (ppm)	0.1	0								
Ammonia Nitrogen (ppm)	0	0								
Water Temp (°F)	28.5	29.4								
Turbidity (NTU)	12.9	13.8								
Chlorine (ppm)	0	0								
Color	Clear	Clear								
Odor	No	No								
Sewage	No	No								
Surface Scum	No	No								
Trash	No	No								
Oil Sheen	No	No								

Cooks Branch:

Dry Weather Screening

January 2019

Outfalls:	OF1118		OF1112	
	1st Visit	**2nd Visit**	**1st Visit**	**2nd Visit**
Date/Time:	1/28/2019 11:46am	1/28/2019 4:10pm	1/28/2019 11:56am	1/28/2019 4:25pm
Flow	Low	Low	Low	Low
pH	8.08	8.1	8.23	8.25
Conductivity (µS)	935	939	1388	1369
Detergent (ppm)	0	0	0	0
Ammonia Nitrogen (ppm)	0	0	0	0
Water Temp (°F)	13.6	13.4	13.8	13.1
Turbidity (NTU)	2.01	1.59	1.17	1.18
Chlorine (ppm)	0	0	0	0
Color	Clear	Clear	Clear	Clear
Odor	No	No	No	No
Sewage	No	No	No	No
Surface Scum	No	No	No	No

Trash	No	No	Yes	Yes
Oil Sheen	No	No	No	No

July 2019

Outfalls:	OF1118		OF1112	
	1st Visit	**2nd Visit**	**1st Visit**	**2nd Visit**
Date/Time:	7-10-2019 - 12:01 pm	7-10-2019 - 4:22 pm	07/10/2019-12:02 pm	07/10/2019- 4:38 pm
Flow	Low	Low	Low	Low
pH	7.89	7.96	7.85	8.05
Conductivity (µS)	883	873	335	899
Detergent (ppm)	0	0	0	0.1
Ammonia Nitrogen (ppm)	0	0	0	0
Water Temp (°F)	26.6	26.5	28.5	27.6
Turbidity (NTU)	1.37	1.25	1.2	1.69
Chlorine (ppm)	0	0	0.8	0
Color	Clear	Clear	Clear	Clear
Odor	No	No	No	No
Sewage	No	No	No	No
Surface Scum	No	No	No	No
Trash	Yes	Yes	No	No
Oil Sheen	No	No	No	No
			Fire Hydrant Flushing	

Valwood Improvement:

Dry Weather Screening

January 2019

Outfalls:	OF1096		OF4150		OF4152		OF1407		OF1456		OF1457		OF1459	
Date/Time:	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**
	1/30/19 10:05am	**1/30/19 3:59pm**	**1/30/19 10:05am**	**1/30/19 3:58pm**	**1/30/19 10:09am**	**1/30/19 4:00pm**	**1/30/19 10:09am**	**1/30/19 4:00pm**	**1/30/19 10:08 am**	**1/30/19 3:59pm**	**1/30/19 10:15 am**	**1/30/19 4:00pm**	**1/30/19 10:09am**	**1/30/19 4:00pm**
Flow	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**
pH														
Conductivity (µS)														
Detergent (ppm)														
Ammonia Nitrogen (ppm)														
Water Temp (°F)														
Turbidity (NTU)														
Chlorine (ppm)														

Color														
Odor														
Sewage														
Surface Scum														
Trash														
Oil Sheen														

OF1458		OF4156		OF4157		OF4161		OF4162		OF4160		OF1399		OF1398	
1st Visit	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**	**1st Visit**	**2nd Visit**
1/30/19 10:16am	**1/30/19 3:48pm**	**1/30/19 10:21am**	**1/30/19 3:45pm**	**1/30/19 10:18am**	**1/30/19 3:47pm**	**1/30/19 10:40am**	**1/30/19 3:45pm**	**1/30/19 10:40am**	**1/30/19 3:45pm**	**1/30/19 10:40am**	**1/30/19 3:45pm**	**1/30/19 10:44am**	**1/30/19 3:36pm**	**1/30/19 10:44am**	**1/30/19 3:40pm**
None	**None**	**Low**	**Low**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**	**None**
		7.87	**9.22**												
		626	**518**												
		0	**0**												
		0	**0**												
		8.7	**11.7**												
		5.51	**4.43**												
		0	**0**												
		Clear	**Clear**												
		No	**No**												
		No	**No**												

		No	No												
		No	No												
		No	No												

OF1400		OF4159		OF4158		OF1401		OF2272		OF2289		OF1402		OF2361		OF2288	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
1/30/19 10:44 am	1/30/19 3:36 pm	1/30/19 10:48 am	1/30/19 3:34 pm	1/30/19 10:48 am	1/30/19 3:34 pm	1/30/19 10:49 am	1/30/19 3:34 pm	1/30/19 10:50 am	1/30/19 3:32 pm	1/30/19 10:50 am	1/30/19 3:32 pm	1/30/12 10:51 am	1/30/19 3:33 pm	1/30/19 10:51 am	1/30/19 3:32 pm	1/30/19 10:53 am	1/30/19 3:18 pm
None	None	None	None	None	None	None	None	None	None	None	None	None	None	None	None	None	None

OF4171		OF1414		OF4172		OF1413		OF1411		OF4173		OF1412		OF1451		OF1391	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
1/30/19 10:53am	1/30/19 3:18 pm	1/30/19 10:57 am	1/30/19 3:14 pm	1/30/19 10:57am	1/30/19 3:14 pm	1/30/19 10:59 am	1/30/19 3:14 pm	1/30/19 11:20 am	1/30/19 4:14 pm	1/30/19 11:22 am	1/30/19 4:16 pm	1/30/19 11:22 am	1/30/19 4:16 pm	1/30/19 11:23am	1/30/19 4:22 pm	1/30/19 11:35 am	1/30/19 4:11pm
None	None	Low	Low	too low	too low	None	None	None	None	None	None	None	None	under	None	None	None
		8.24	8.5	to sample	to sample									construction			
		731	787														
		0	0														
		0	0														
		6.4	9.2														
		5.3	4.99														
		0	0														
		Clear	Clear														
		No	No														
		No	No														
		No	No														
		Yes	Yes														
		No	No														

OF4176		OF4177		OF2321		OF1453		OF1392		OF4174		OF4175		OF1454	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
1/30/19 11:35 am	1/30/19 4:11pm	1/30/19 11:35 am	1/30/19 4:12pm	1/30/219 11:37am	1/30/19 4:15pm	1/30/19 11:39 am	1/30/19 4:15pm	1/30/19 12pm	1/30/19 4:19pm	1/30/19 12pm	1/30/194:19pm	1/30/19 11:57 am	1/30/19 4:20pm	1/30/19 11:57 am	1/30/19 4:20pm
None	None	None	None	Low	Low	None	None	None	None	None	None	None	None	None	None
				7.59	7.64										
				1870	1922										
				0	0										
				0	0										
				8.8	10.2										
				11.6	14.1										
				0	0										
				Clear	Clear										
				No	No										
				No	No										
				No	No										
				Yes	Yes										
				No	No										

OF2286	OF2295	OF1455	OFXXX next to 2288	OFXXX between 1358 &* 1399	OFXXX left of 1458	OFXXX next to 1456

1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
1/30/19 12:05pm	1/30/19 4:39pm	1/30/ 2019 12:07 pm	1/30/19 4:40pm	1/30/ 19 12p m	1/30/ 19 4:10 pm	1/30/19 10:59am	1/30/19 3:18pm	1/30/19 10:44am	1/30/19 3:40pm	1/30/19 10:16am	1/30/ 19 3:48p m	1/30/ 19 10:08 am	1/30/19 3:59pm
None	None	None	None	Non e	Non e	None	None	None	None	None	None	None	None

July 2019

Outfalls:	OF1096		OF4150		OF4152		OF1407		OF1456		OF1457		OF1459	
Date/Time:	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
	7/15/2019 8:44AM	7/15/2019 1:25:00PM	7/15/2019 8:43AM	7/15/2019 1:24PM	7/15/2019 8:46AM	7/15/2019 1:28PM	7/15/2019 8:46AM	7/15/2019 1:28PM	7/15/2019 8:45AM	7/15/2019 1:27PM	7/15/2019 8:50AM	7/15/2019 1:45PM	7/15/2019 8:46AM	7/15/2019 1:28PM
Flow	None	None	None	None	None	None	None	None	None	None	None	None	None	None
pH														
Conductivity (µS)														
Detergent (ppm)														
Ammonia Nitrogen (ppm)														
Water Temp (°F)														
Turbidity (NTU)														
Chlorine (ppm)														
Color														
Odor														
Sewage														
Surface Scum														
Trash														

Oil Sheen														

OF1458		OF4156		OF4157		OF4161		OF4162		OF4160		OF1399		OF1398	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
7/15/2019 8:52AM	7/15/2019 1:46PM	7/15/2019 9:02AM	7/15/2019 1:46PM	7/15/2019 9:04AM	7/15/2019 1:49PM	7/15/2019 9:05AM	7/15/2019 1:50PM	7/15/2019 9:06AM	7/15/2019 1:50PM	7/15/2019 9:06AM	7/15/2019 1:51PM	7/15/2019 9:16AM	7/15/2019 2:06PM	7/15/2019 9:15AM	7/15/2019 2:05PM
None	None	None	None	None	None	None	None	None	None	None	None	None	None	None	None

OF1400		OF4159		OF4158		OF1401		OF2272		OF2289		OF1402		OF2361		OF2288	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
7/15/2019 9:20 AM	7/15/2019 2:06 PM	7/15/2019 9:33 AM	7/15/2019 2:07 PM	7/15/2019 9:23 AM	7/15/2019 2:10 PM	7/15/2019 9:48 AM	7/15/2019 2:11 PM	7/15/2019 9:50 AM	7/15/2019 2:12 PM	7/15/2019 9:50 AM	7/15/2019 2:12 PM	7/15/2019 9:52AM	7/15/2019 2:13 PM	7/15/2019 9:53 AM	7/15/2019 2:14 PM	7/15/2019 9:54 AM	7/15/2019 2:15 PM
None	None	Low	Low	None	None	None	None	None	None	None	None	None	None	None	None	None	None
		7.57	7.65														
		649	604														
		0	0														
		0	0														
		24.9	29.5														
		1.14	5.76														
		0	0														
		Clear	Clear														
		none	None														
		no	no														
		no	no														
		no	Yes														
		no	no														

OF4171		OF1414		OF4172		OF1413		OF1411		OF4173		OF1412		OF1451		OF1391	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
7/15/2019 10:00 AM	7/15/2019 2:18 PM	7/15/2019 10:00 AM	7/15/2019 2:21 PM	7/15/2019 9:57 AM	7/15/2019 2:17 PM	7/15/2019 10:37 AM	7/15/2019 2:37 PM	7/15/2019 10:38 AM	7/15/2019 2:53 PM	7/15/2019 10:41 AM	7/15/2019 2:55 PM	7/15/2019 10:41 AM	7/15/2019 2:55 PM	7/15/2019 10:43 AM	7/15/2019 2:56 PM	7/15/2019 11:09 AM	7/15/2019 3:17PM
		Low	Low	Low	Low	None	None	None	None	None	None	None	None	None	None	None	None
		7.95		7.86	7.71												
		648		1022	1018												
		0		0	0												
		0		0	0												
		26.5		26.2	27.5												
		3.98		2.93	2.85												
		0		0	0												
		Clear		Clear	Clear												
		none		none	None												
		No		No	No												
		No		No	No												
		No		No	No												
		No		No	No												
			Flow too low for collection														

OF4176		OF4177		OF2321		OF1453		OF1392		OF4174		OF4175		OF1454		OF2286	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
7/15/2019 11:09AM	7/15/2019 3:17 PM	7/15/2019 11:10AM	7/15/2019 3:18 PM	7/15/2019 11:13 AM	7/15/2019 3:19 PM	7/15/2019 11:14AM	7/15/2019 3:21 PM	7/15/2019 11:32AM	7/15/2019 3:33 PM	7/15/2019 11:31AM	7/15/2019 3:33 PM	7/15/2019 11:34AM	7/15/2019 3:39 PM	7/15/2019 11:34AM	7/15/2019 3:35 PM	7/15/2019 11:42AM	7/15/2019 3:45PM
None	None	None	None	Low	Low	None	None	None	None	None	None	None	None	None	None	None	None
				7.35	7.49												
				1742	1761												
				0	0												
				0	0												
				26.3	29.4												
				7.78	8.73												
				0	0												
				Clear	Clear												
				None	None												
				No	No												
				No	No												
				Yes	Yes												
				No	No												

OF2295		OF1455		OFXXX next to 2288		OFXXX between 1358 &* 1399		OFXXX left of 1458		OFXXX next to 1456	
1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit	1st Visit	2nd Visit
7/15/2019 11:47AM	7/15/2019 3:47PM	7/15/2019 11:33 AM	7/15/2019 3:33PM	7/15/2019 9:54AM	7/15/2019 2:15PM	7/15/2019 9:16AM	7/15/2019 2:06PM	7/15/2019 9:00AM	7/15/2019 1:47PM	7/15/2019 9:01AM	7/15/2019 1:48PM
None	None	None	None	None	None	None	None	None	None	None	None

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.

I further certify that I am authorized under **30 Texas Administrative Code 305.44** to sign and submit this document, and can provide documentation in proof of such authorization upon request.

Name (printed): Erin Rinehart Title: City Manager, City of Carrollton

Signature:  Date: 12-20-19