

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

Re: Phase II MS4 Annual Report Transmittal for the City of Burleson
TPDES Authorization: TXR040062

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 TXR040062 for the City of Burleson.

The annual report is for Year 6 of the 2019 permit. The reporting period beginning date is 10/1/2023 and the ending date is 9/30/2024.

A separate Notice of Change **will not be** submitted based on the fact that changes **have not** been proposed for the next permit year (Year 7 of the 2019 Permit, reporting period beginning 10/1/2024 and ending 12/31/2024).

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,

KRISTEN TANZ

Environmental Services

Environmental Health Specialist II

ktanz@burlesontx.com

Office: 817.426.9848 | Cell: 817.880.5029

burlesontx.com



Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040062

Reporting Year: Year 6 of 2019 permit

Annual Reporting Year Option Selected by MS4:

Fiscal Year: Oct-September Last day of fiscal year: September 30th

Reporting period beginning date: 10/1/2023

Reporting period end date: 9/30/2024

MS4 Operator Level: 3 Name of MS4: City of Burleson

Contact Name: Kristen Tanz Telephone Number: 817-426-9848

Mailing Address: 725 SE John Jones Dr., Burleson, TX 76028

E-mail Address: ktanz@burlesontx.com

A copy of the annual report was submitted to the TCEQ Region: **YES** X NO _____

Region the annual report was submitted to: TCEQ Region 4

B. Status of Compliance with the MS4 GP and SWMP

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

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	Yes		Permittee has conducted a self-review and found to be in compliance.
Permittee is currently in compliance with recordkeeping and reporting requirements.	Yes		Permittee has conducted a self-review and found to be in compliance.

	Yes	No	Explain
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	Yes		Permittee has conducted a self-review and found to be in compliance.
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	Yes		Permittee has conducted an annual review of the SWMP in conjunction with the preparation of the annual report.

2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below to meet this requirement (**see Example 1 in instructions**):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1.1 UTILITY BILL INSERT	Publish one educational flyer as a utility bill insert each year. Post the educational flyer on the City's web page.	Yes. The material educates the public about our storm system and may lead to changed behaviors causing reduction in contaminants.
1.2 CITY FOCUS NEWSLETTER (Weekly Newsletter)	Include two (2) articles per year in the City Focus newsletter. Comment: City Focus has changed to City Weekly Newsletter.	Yes. The material educates the public about our storm system and may lead to changed behaviors causing reduction in contaminants.
1.3 BURLESON PARKS AND RECREATION COMMUNITY GUIDE	Publish one (1) article per year in the Burleson Parks and Recreation Community Guide.	Yes. The material educates the public about our storm system and may lead to changed behaviors causing reduction in contaminants.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1.4 STORMWATER WEB PAGE	Publish two (2) educational stormwater features each year.	Yes. This metric does not directly reduce pollutants, but allows us to evaluate what reach we are obtaining with educational materials on our page. The educational materials can result in a reduction of pollutants.
1.5 SOCIAL MEDIA ACCESS AND UTILIZATION	Publish 15 stormwater related posts each year on the City's social media.	Yes, this increases participation in events like the Trash Bash and HHW collection events. It also allows us to share timely reminders with residents regarding seasonal stormwater issues such as draining pools, applying yard chemicals, disposing of yard waste, etc.
1.6 PUBLIC REFERENCE	Maintain a list of educational materials made available at the City's public library.	Yes. This metric does not directly reduce pollutants, but allows us to evaluate what reach we are obtaining with educational materials. The educational materials can result in a reduction pollutants.
1.7 SPECIAL EVENTS	Distribute stormwater educational material at a minimum of three (3) special events each year.	Yes. The educational materials can result in a reduction of pollutants based on behavioral changes.
1.8 ELECTED OFFICIAL EDUCATION	Provide City Council with updates regarding the stormwater program at least once each year.	Yes. Updating council on our SWMP keeps them up to date with our program and allows for continuation of funding and feedback.
1.9 BUSINESS EDUCATION	Distribute educational material to one (1) business category that may affect stormwater each year.	Yes. These targeted educational flyers help business owners improve their BMPs.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1.10 PRESENTATIONS	Provide at least one (1) stormwater educational presentation.	Yes. Educational presentations can result in behavioral changes that result in a reduction of pollutants.
1.11 CONTRACTOR EDUCATION	Provide <i>Steps to Obtain Construction Permits for Stormwater Discharges</i> (RG-436) to 100% of construction site applicants when granted a Notice to Proceed.	No. At this time, a Notice to Proceed is only issued by the City of Burleson once we have verified the construction site applicant has their STEERS NOI and TPDES permit.
1.12 PRINTED MATERIAL	Two (2) times per year, review printed materials available at city facilities. Document the number and type of materials. Restock and modify as necessary.	Yes. The educational materials can result in a reduction pollutants based on behavioral changes.
1.13 PUBLIC EDUCATION TASK FORCE	Attend 50% of PETF meetings at NCTCOG.	Yes. Participation leads to collaboration and results in effecting educational materials and ideas for events and presentations.
1.14 PUBLIC NOTICE OF MEETINGS	Comply with public notice requirements for all required meetings and include that information in annual reports to the TCEQ.	This is an administrative BMP.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1.15 PUBLISH NOTICE	Publish notice of the executive director's preliminary determination in the Burleson Star within 30 days after being notified by the TCEQ Office of Chief Clerk, including information about public comment and public meeting.	<p>Yes. Publishing notice allows the public to be involved in submitting feedback and increases community involvement and ownership of the stormwater management program.</p> <p>Comment: The Burleson Star is no longer in publication. The Fort Worth Star-Telegram is now the most local newspaper.</p>
1.16 STORMWATER REPORTING TELEPHONE NUMBER	Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues. Report the # of calls received.	<p>Yes. The operation of a reporting hotline allows us to receive information about illicit discharges and respond to them.</p> <p>Comment: In addition to the stormwater telephone number, the City of Burleson utilizes 311 to receive resident concerns.</p>
1.17 LARGE ANIMAL OWNER LIST	Distribute 1 educational document to large animal owners each year.	Yes, these targeted educational materials may result in improved BMPs for large animal owners.
1.18 CLEANUPS	Host at least one (1) litter pick up event each year. Document the number of participants and the estimated pounds of litter and debris removed.	Yes. These events directly remove litter from the MS4.
1.19 ADOPT A STREET (Adopt-A-Spot)	Dedicate one social media post to Adopt-A-Spot program each year. Record program activities.	Yes. The Adopt-A-Spot program results in a direct reduction of litter in the MS4.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
2.1 IDDE PROGRAM	Evaluate and maintain the current IDDE program. Verify employee training is implemented via BMPs 3.5 and 5.6.	Yes. The IDDE program reduces contaminants in the MS4 by investigation and correction of violations. Employee training ensures that we have more boots on the ground to observe and report issues.
2.2 ILLICIT DISCHARGE ORDINANCE	Record applicable ordinances. Document and review revisions.	Yes. Ordinances allow us to enforce regulations for violations that can cause pollutions in the MS4.
2.3 ILLICIT DISCHARGE PLAN REVIEW	Review and document 100% of all received site development plans for potential illicit connections.	Yes. Reviewing plans for illicit discharges reduces the likelihood of improper sanitary sewer connections to the MS4.
2.4 ILLICIT DISCHARGE INVESTIGATIONS	Investigate 100% of reported illicit discharges within 24 business hours. Document complaints and inspections.	Yes. Ensures penalties for violations.
2.5 SANITARY SEWER OVERFLOW (SSO)	Clean one fourth of sanitary sewer system each year. Conduct video monitoring of one sixth of sanitary sewer system each year. Address 100% of FOG complaints within 48 business hours.	Yes. Regular maintenance helps prevent sanitary sewer overflows into the stormwater system.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
2.6 SEPTIC SYSTEMS	Investigate 100% of OSSF complaints within 24 business hours. Review 100% of plans submitted for new systems and updates.	Yes. Reviews ensure adequate systems and complaint/violation response corrects issues with existing systems.
2.7 HOUSEHOLD HAZARDOUS WASTE	Provide at least one household hazardous waste collection event each year. Provide year round access for disposal of HHW to 100% of Burleson residents through contract with City of Fort Worth. Document number of households participating.	Yes. HHW collection opportunities reduce improper disposal of chemicals into the stormwater system.
2.8 ILLEGAL DUMPING	Investigate 100% of illegal dumping complaints within 24 business hours.	Yes. Corrects stormwater violations.
2.9 STORM SEWER MAP	Document updates to the City's storm sewer system map.	Yes. Highlights areas that may require attention and allows quick reference when dealing with violations/spills.
3.1 EROSION AND SEDIMENT CONTROL ORDINANCE	Record applicable ordinances. Document review and revisions (if any) of ordinances.	Yes. Allows for enforcement of inadequate erosion controls.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
3.2 CONSTRUCTION PLAN REVIEW	Review 100% of construction site plans submitted. Document number of plans reviewed. Document number of CSNs and NOIs received.	Yes. Ensures erosion control measures are adequate.
3.3 GRADING OPERATIONS	Review 100% of grading operation plans submitted. Document number of plans reviewed. Document number of permits issued.	Yes. Ensures erosion control measures are adequate.
3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT	Document number of inspections and enforcement actions.	Yes. Ensures erosion control measures are adequate.
3.5 CITY INSPECTOR TRAINING	Provide City erosion control inspectors with training at least once every three years. New City erosion control inspectors will be provided training within twelve months.	Yes. Ensures staff are aware of proper erosion control installation.
3.6 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Yes. Allows for changes that improve stormwater quality.
3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC	Conduct an annual review of IDDE program and stormwater reporting number and webpage.	Yes. Allows for public to present concerns and feedback on stormwater issues.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
4.1 POST CONSTRUCTION ORDINANCE	Perform inspections on all applicable new development projects for compliance with city ordinances and design manual standards before issuing final approval. Document number of inspections and any enforcement actions.	Yes. Allows for tracking, investigation, and enforcement of construction discharges into the stormwater system. Allows inspectors to ensure long term stability of sediment.
4.2 POST CONSTRUCTION PLAN REVIEW	Review and document 100% of construction site plans received with consideration for post construction water quality impacts.	Yes. Ensures erosion controls are adequate.
4.3 DESIGN MANUAL	Document review and revisions (if any) to design standards	Yes. Allows for changes that improve stormwater quality.
5.1 LANDSCAPE MANAGEMENT	Conduct annual review of the landscape management plan and document revisions.	Yes. Ensures BMP's for landscaping contribute to the protection of the stormwater system.
5.2 STREET SWEEPING	Document miles of roadway cleaned.	Yes. Prevents road debris from entering the stormwater system
5.3 ROAD SAND STORAGE AND APPLICATION	Conduct annual review of road sand storage and application procedures to minimize risk of stormwater contamination. Revise as necessary.	Yes. Ensures municipal projects minimize stormwater impact.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
5.4 STORM SEWER CLEANING	Document storm sewer cleaning activities.	Yes. Drainage maintenance prevents flooding of the stormwater system.
5.5 EQUIPMENT MAINTENANCE	Conduct annual review of equipment maintenance facilities.	Yes. Ensures equipment services minimizes stormwater impact.
5.6 EMPLOYEE TRAINING	Perform annual review of curriculum and update as necessary. Require all new field staff to attend online training course. Maintain records of attendees.	Yes. Ensures staff are aware of stormwater issues.
5.7 MATERIAL MANAGEMENT	Perform annual inspections of facilities. Continue to follow good housekeeping and spill prevention practices.	Yes. Minimizes the City's impact on stormwater system.
5.8 BACTERIAL CONTRIBUTION	Conduct annual review of selected BMPs to ensure they are effective. Submit NOC if changes are deemed necessary.	Yes. Ensures the City of Burleson actively works to decrease contribution of bacteria into impaired waters.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.1 UTILITY BILL INSERT	Include one educational flyer as a utility bill insert. Post the educational flyer on the City's web page.	Digital Infographic	7,448	Email addresses on the Burleson Utility Customer Service email distribution list	Yes. Distribution of targeted educational material to the public may result in behavior changes that lead to a reduction in pollutants.
1.2 CITY FOCUS NEWSLETTER (Weekly Newsletter)	Include two (2) articles per year in the City Focus newsletter. Comment: City Focus has changed to City Weekly Newsletter	Weekly Newsletter	10	Articles	Yes. Provides greater access to information to the public.
1.3 BURLESON PARKS AND RECREATION COMMUNITY GUIDE	Include one (1) article per year in the Burleson Parks & Rec Community Guide.	Parks and Recreation Guide	2	Articles	Yes. Provides greater access to information to the public.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.4 STORMWATER WEB PAGE	Publish two (2) educational stormwater features each year.	Stormwater webpage	"Lawn Care & Our Water Quality" "Trash Compactors & Water Quality"	Features	Yes. Provides greater access to information to the public and allows us to track what is being viewed.
1.5 SOCIAL MEDIA ACCESS AND UTILIZATION	Publish 15 stormwater related posts each year on the City's social media.	Stormwater related Facebook posts.	28	Stormwater posts	Yes. Provides greater access to information to the public.
1.6 PUBLIC REFERENCE	Maintain a list of educational materials made available at the City's public library.	Library handouts. 2019 SWMP is available through the online catalog.	~120	Flyers, brochures, and bookmarks	Yes. Provides greater access to information to the public.
1.7 SPECIAL EVENTS	Distribute stormwater educational material at a minimum of three (3) special events each year.	List	11/4/2023 Recycling Event 1/25/2024 Civic Academy 2/3/2024 Great Giveback 2/8/2024 City Fest	Event	Yes. Provides access to disposal of stormwater contaminants and provides greater access to information to the public.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.8 ELECTED OFFICIAL EDUCATION	Provide City Council with updates regarding the stormwater program at least once each year.	N/A	Planned for the first quarter of 2025.	Memo to council in weekly report.	No, but provides greater knowledge of stormwater issues for municipal leaders.
1.9 BUSINESS EDUCATION	Distribute educational material to one (1) business category that may affect stormwater each year.	"Compactor Tips" flyers delivered in-person to all grocery stores with compactors	8	Educational flyers	Yes. Helps to minimize stormwater pollution with targeted education.
1.10 PRESENTATIONS	Provide at least one (1) stormwater educational presentation.	Environmental	1	5/11/2024 Composting (TRWD)	Yes. Provides education to the public on stormwater issues.
1.11 CONTRACTOR EDUCATION	Provide <i>Steps to Obtain Construction Permits for Stormwater Discharges</i> to 100% of construction site applicants when granted a Notice to Proceed.	Engineering & Environmental	<i>Steps to Obtain Construction Permits for Stormwater Discharges</i> (RG-436) were made available at City Hall.	Educational documents	No. Construction site applicants already have their STEERS NOI and TPDES permit by the time a Notice to Proceed is issued by the City of Burleson.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.12 PRINTED MATERIAL	Two (2) times per year, review printed materials available at city facilities. Document the number and type of materials. Restock and modify as necessary.	City document displays	<u>Library Restocked:</u> 15 "Guide to Yard Care" 30 "Put Waste in its Place" 20 "A Quick Guide to Recycling" <u>City Service Center Restocked:</u> 20 "Lawn Care & Our Water Quality" 10 "Water Efficient Landscaping for North Texas" 10 "Guide to Yard Care" 10 "Clean Pipes are Green Pipes" 30 "A Quick Guide to Recycling" <u>City Hall:</u> 20 FOG collection bags	Educational Documents	Yes. Provides greater access to the public on stormwater issues.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.13 PUBLIC EDUCATION TASK FORCE	Attend 50% of PETF meetings at NCTCOG.	PETF	PETF met 3 times during FY2024. Kristen Tanz attended on 10/18/2023, 4/17/2024 & 7/17/2024.	Meetings	Yes. Guides city staff in how to best manage permit and provides material cost sharing.
1.14 PUBLIC NOTICE OF MEETINGS	Comply with public notice requirements for all required meetings and include that information in annual reports to the TCEQ.	N/A	Public meeting including annual report information anticipated first quarter of 2025.	N/A	This is an administrative BMP.
1.15 PUBLISH NOTICE	Publish notice of the executive director's preliminary determination in the Burleson Star within 30 days after being notified by the TCEQ, including information about public comment and public meeting request.	City records	Notice for the 2019 permit was published on August 17, 2022. Comment: The Burleson Star is out of print. The Fort Worth Star-Telegram is now the most local newspaper.	N/A	This is an administrative BMP.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.16 STORMWATER REPORTING TELEPHONE NUMBER	Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues. Report the # of calls received.	Complaint log	38	Complaints	Yes. Provides a means for the public to report stormwater violations.
1.17 LARGE ANIMAL OWNER LIST	Distribute 1 educational document to large animal owners each year.	Flyers	25	Large animal BMP educational flyers mailed	Yes. Provides education for large animal owners to improve stormwater BMPs.
1.18 CLEANUPS	Host at least one (1) litter pick up event each year. Document the number of participants and the estimated pounds of litter and debris removed.	Registration information	2 737 11,055	Events Participants Lbs. litter	Yes. Trash cleanups remove litter directly from the MS4 and waterways of the city.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
1.19 ADOPT A STREET (Adopt-A-Spot)	Dedicate one social media post to Adopt-A-Spot program each year. Record program activities.	Contract	7 34	Active groups Cleanups conducted	Yes. Allows for public involvement.
2.1 IDDE PROGRAM	Evaluate and maintain the current IDDE program. Verify employee training is implemented via BMPs 3.5 and 5.6.	Environmental Engineering, Environmental and Code Compliance HR	11 6 40	IDDE Investigations City staff trained to perform SWPPP inspections City staff attended online stormwater training in FY2024	Yes. Allows for tracking and investigation of illicit discharges into the stormwater system.
2.2 ILLICIT DISCHARGE ORDINANCE	Record applicable ordinances. Document and review revisions.	The following ordinance(s) are applicable: Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control"	No revisions in FY2024.	N/A	Yes. Allows for legal penalties for illicit discharges into the stormwater system.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
2.3 ILLICIT DISCHARGE PLAN REVIEW	Review and document 100% of all received site development plans for potential illicit connections.	Development Services	289 11 38 14	Residential Commercial Commercial Remodel Commercial Tenant Finish Out	Yes. Ensures plans reduce cross-connections or illicit discharges.
2.4 ILLICIT DISCHARGE INVESTIGATIONS	Investigate 100% of reported illicit discharges within 24 business hours. Document complaints and inspections.	Environmental	Documented a total of 11 IDDE investigations.	Investigations	Yes. Ensures violations are identified and corrected.
2.5 SANITARY SEWER OVERFLOW (SSO)	Clean 25% of sanitary sewer system each year. Conduct video monitoring of 16.7% of sanitary sewer system each year. Address 100% of FOG complaints within 48 hours.	Public Works GIS Environmental	23% 7.7% 100%	% sewer cleaned % sewer inspected by video FOG complaints addressed within 48 hours	Yes. Prevents sanitary sewer overflow into stormwater system.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
2.6 SEPTIC SYSTEMS	Investigate 100% of OSSF complaints within 24 business hours. Review 100% of plans submitted for new systems and updates.	Tarrant County Public Health Environmental Health	14 5 1	Applications received Complaint cases Violation	Yes. Prevents OSSF overflow into stormwater system.
2.7 HOUSEHOLD HAZARDOUS WASTE	Provide at least one household hazardous waste collection event each year. Provide year round access for disposal of HHW to 100% of Burleson residents through contract with City of Fort Worth. Document number of households participating.	Environmental City of Fort Worth Invoice	1 427	Collection Event Households	Yes. Prevents disposal of chemical into stormwater system.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
2.8 ILLEGAL DUMPING	Investigate 100% of illegal dumping complaints within 24 business hours.	311	38	Illegal Dumping complaints	Yes. Prevents potential stormwater violations.
2.9 STORM SEWER MAP	Document updates to the City's storm sewer system map.	GIS	16,066 716 13 61 1 96	Feet of enclosed pipe added Feet of culvert added Storm manholes added Storm Inlets added Storm Outfall added Feet of open channel added	Yes. Highlights areas that may require attention.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
3.1 EROSION AND SEDIMENT CONTROL ORDINANCE	Record applicable ordinances. Document review and revisions (if any) of ordinances.	Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" Appendix A, "Subdivision and Development"	2 0	Sections Revisions	Yes. Allows for enforcement of erosion controls.
3.2 CONSTRUCTION PLAN REVIEW	Review 100% of construction site plans submitted. Document number of plans reviewed. Document number of CSNs and NOIs received.	Engineering	33 3	Plans reviewed CSN/NOIs received	Yes. Ensures erosion control measures are adequate. Yes. Notifies city of construction sites.
3.3 GRADING OPERATIONS	Review 100% of grading operation plans submitted. Document number of plans reviewed. Document number of permits issued.	Engineering	33 4	Grading plans reviewed Notices to Proceed issued	Yes. Ensures erosion control measures are adequate.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT	Document number of inspections and enforcement actions.	Engineering Environmental	954 522 247 10	Engineering inspections Environ. inspections Warnings Notices of Violation	Yes. Ensures erosion control measures are adequate.
3.5 CITY INSPECTOR TRAINING	Provide City erosion control inspectors with training at least once every three years. New City erosion control inspectors will be provided training within twelve months.	Engineering and Environmental Services	1 6	Inspectors trained in FY2024 Total inspectors trained	Yes. Ensures staff are aware of proper erosion control installation.
3.6 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Engineering	0	Design manual revisions in FY2024	Yes. Allows for changes that improve stormwater quality.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC	Conduct an annual review of IDDE program and stormwater reporting number and webpage.	N/A	BMP 1.16 is on track with SWMP goals. BMP 2.1 is on track with SWMP goals	N/A	Yes. Allows for public to present concerns about stormwater issues.
4.1 POST CONSTRUCTION ORDINANCE	Perform inspections on all applicable new development projects for compliance with city ordinances and design manual standards before issuing final approval. Document number of inspections and any enforcement actions.	Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" Subdivision and Development Ordinance	0	Revisions in FY2024	Yes. Allows for changes that improve stormwater quality.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
4.2 POST CONSTRUCTION PLAN REVIEW	Review and document 100% of construction site plans received with consideration for post construction water quality impacts.	Engineering	33	Plans reviewed	Yes. Ensures stormwater flow will not be negatively impacted by new construction.
4.3 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Development Services	0	Design manual revisions in FY2024	Yes. Allows for changes that improve stormwater quality.
5.1 LANDSCAPE MANAGEMENT	Conduct annual review of the landscape management plan and document revisions.	A Stormwater Pollution Prevention Plan for City operations, including landscape management, was reviewed. Updates were made to the existing plan.	N/A	N/A	Yes. Ensures BMP's for landscaping contribute to the protection of the stormwater system.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
5.2 STREET SWEEPING	Conduct regular maintenance sweeping on all city street construction and repair projects. Document miles of roadway cleaned.	Public Works	1,435	Lane miles swept	Yes. Prevents road debris from entering the stormwater system
5.3 ROAD SAND STORAGE AND APPLICATION	Fully implement changes to road sand storage and application procedures, including structural and non-structural controls, if any are necessary.	Public Works	No additional changes are necessary in FY2024.	N/A	Yes. Ensures municipal projects minimize stormwater impact.
5.4 STORM SEWER CLEANING	Document storm sewer cleaning activities.	Public Works	21 730	Storm Sewer work projects in FY2024 Labor hours spent	Yes. Drainage maintenance prevents flooding of the stormwater system.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants?
5.5 EQUIPMENT MAINTENANCE	Conduct annual review of equipment maintenance facilities.	Environmental	1	Inspection	Yes. Ensures Equipment services minimizes stormwater impact.
5.6 EMPLOYEE TRAINING	Review curriculum annually and update as necessary. Require all new field staff to attend online course. Keep records of attendees.	Human Resources	40	Employees trained via our online stormwater training course during FY2024	Yes. Ensures staff are aware of stormwater issues.
5.7 MATERIAL MANAGEMENT	Perform annual inspections of facilities. Follow good housekeeping and spill prevention practices.	Environmental	6	City facilities inspected	Yes. Minimizes the City's impact on stormwater system.
5.8 BACTERIAL CONTRIBUTION	Conduct annual review of selected BMPs to ensure they are effective. Submit NOC if necessary.	Environmental	See section D of report: Impaired Waterbodies	N/A	Yes. Ensures the City of Burleson actively works to decrease contribution of bacteria into impaired waters.

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (**see Example 3 in instructions**):

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1.1 UTILITY BILL INSERT	Include one educational flyer as a utility bill insert. Post the educational flyer on the City's web page.	Met goal. 7,448 stormwater educational flyers were emailed to our Utility Customer Service email distribution list. Flyer posted to "Stormwater Education for Homeowners" web page.
1.2 CITY FOCUS NEWSLETTER (Weekly Newsletter)	Include two (2) articles per year in the City Focus newsletter. Comment: City Focus has changed to City Weekly Newsletter	Exceeded goal. 10 stormwater posts were included in the City Weekly Newsletter.
1.3 BURLESON PARKS AND RECREATION COMMUNITY GUIDE	Include one (1) article per year in the Burleson Parks and Recreation Community Guide.	Exceeded goal. One article about HHW and the Environmental Collection Center was included in the Winter 2023 Community Guide, and an article on Stormwater Runoff was included in the Spring/Summer 2024 Community Guide.
1.4 STORMWATER WEB PAGE	Publish two (2) educational stormwater features each year.	Met goal. "Lawn Care & Water Quality" feature was posted to Stormwater Education for Homeowners. "Trash Compactors & Water Quality" feature was posted to Stormwater Education for Businesses.
1.5 SOCIAL MEDIA ACCESS AND UTILIZATION	Publish 15 stormwater related posts each year.	Exceeded goal. There were 28 stormwater-related posts shared on the city's Facebook page.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1.6 PUBLIC REFERENCE	Make the City of Burleson SWMP available for reference at the Burleson Public Library. Review relevant stormwater educational material each year.	<p>Met goal. The following relevant stormwater educational materials were available at the Burleson Public Library:</p> <p>DOO the Right Thing bookmarks Texas SmartScape bookmarks Take Care of Texas' Guide to Lawn Care (GI-465) Put Waste In Its Place (GI-448-1119) What Do I Do With It Now, A Quick Guide to Recycling</p> <p>2019 SWMP is available online through library catalog: 2019 Stormwater Management Program</p>
1.7 SPECIAL EVENTS	Distribute stormwater educational material at a minimum of three (3) special events each year.	<p>Met goal. Distributed stormwater literature at:</p> <p>11/4/2023 City of Burleson Fall Recycling Event 1/25/2024 Civic Academy at City Hall 2/3/2024 Great Giveback event at Burleson Library 2/8/2024 CityFest at the Burleson Rec Center</p>
1.8 ELECTED OFFICIAL EDUCATION	Provide City Council with updates regarding the stormwater program at least once each year.	<p>Goal not met. Environmental staff was addressing public health concerns during a record-breaking West Nile season in North Texas.</p> <p>An update to City Council on the Burleson SWMP and MS4 permit is planned for the first quarter of 2025.</p>
1.9 BUSINESS EDUCATION	Distribute educational material to one (1) business category that may affect stormwater each year.	<p>Met goal. "Trash Compactors & Water Quality" flyers delivered in-person to grocery stores with trash compactors in city limits.</p>
1.10 PRESENTATIONS	Provide at least one (1) stormwater educational presentation each year.	<p>Met goal. 5/11/2024 DIY Composting Workshop was held in conjunction with Tarrant Regional Water District at Russell Farm and Art Center.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1.11 CONTRACTOR EDUCATION	Provide "Steps to Obtain Construction Permits for Stormwater Discharges (RG-436) to 100% of construction site applicants when granted a Notice to Proceed.	<p>Environmental & Engineering departments work together to approve new construction projects, and a Notice to Proceed (NTP) is not granted until applicants have a STEERS NOI and TPDES permit for the site, so the RG-436 is no longer appropriate to distribute when an NTP is granted.</p> <p>Environmental inspector provides educational trifold to contractors that have erosion control issues to address, with individualized comments notated by hand.</p>
1.12 PRINTED MATERIAL	Two (2) times per year, review the accuracy and effectiveness of printed materials available at city facilities. Document the materials and locations. Restock and modify as necessary.	<p>Met goal. Took stock 10/11/2023 and 1/30/2024.</p> <p><u>Burleson Public Library</u> <i>Restocked:</i> 15 Take Care of Texas – "Guide to Yard Care" 30 Take Care of Texas – "Put Waste in its Place" 20 Take Care of Texas - "A Quick Guide to Recycling" 20 Texas SmartScape bookmarks</p> <p><u>City Service Center</u> <i>Restocked:</i> 20 "Lawn Care and Our Water Quality" 10 "Water-Efficient Landscaping for North Texas" 10 Take Care of Texas – "Guide to Yard Care" 10 Take Care of Texas - "Clean Pipes are Green Pipes" 30 Take Care of Texas - "A Quick Guide to Recycling" 10 Texas SmartScape Bookmarks</p> <p><u>City Hall:</u> 20 FOG collection bags</p>
1.13 PUBLIC EDUCATION TASK FORCE	Attend 50% of PETF meetings at NCTCOG.	<p>Met goal. Kristen Tanz participated in the PETF. The PETF met 3 times during FY2024.</p> <p>Kristen Tanz attended 3 of the 3 meetings.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1.14 PUBLIC NOTICE OF MEETINGS	Comply with public notice requirements for all required meetings and include that information in annual reports to the TCEQ.	This is an administrative BMP. The City of Burleson is in compliance with Texas Government Code §551.043
1.15 PUBLISH NOTICE	Publish notice of the executive director's preliminary determination in the Burleson Star within 30 days after being notified by the TCEQ Office of Chief Clerk, including information about public comment and public meeting request.	<p>The City of Burleson published notice of the executive director's preliminary determination within 30 days after being notified by the TCEQ Office of Chief Clerk.</p> <p>Notice was published for the 2019 permit on Wednesday, August 17, 2022 in the Fort Worth Star-Telegram.</p> <p>Comment: The Burleson Star is no longer in operation. The Fort Worth Star-Telegram is now the most local newspaper.</p>
1.16 STORMWATER REPORTING TELEPHONE NUMBER	Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues. Report the # of calls received.	Met goal. Documented 8 stormwater complaints via the reporting telephone number, 19 complaints via Burleson 311, 3 complaints via e-mail, and 8 stormwater concerns reported internally by city staff.
1.17 LARGE ANIMAL OWNER LIST	Distribute 1 educational document to large animal owners each year. Update list and educational materials as needed.	Met goal. 25 flyers about large animal stormwater BMPs were mailed out.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1.18 CLEANUPS	Host at least one litter cleanup event each year. Document the number of participants and the estimated pounds of litter and debris removed.	<p>Exceeded goal. The city held 2 cleanup events with a total of 737 participants. Volunteers picked up an estimated 11,055 pounds of litter.</p> <p>4/13/2024 Spring Trash Bash</p> <p>9/14/2024 Fall Trash Bash</p>
1.19 ADOPT A STREET	Dedicate one (1) stormwater social media post to Adopt-A-Spot program each year. Record program activities.	Met goal. 7 Adopt-A-Spot groups were active during FY2024 and documented a total of 34 cleanups. Adopt-A-Spot was featured on the city Facebook page 9/23/2024.
2.1 IDDE PROGRAM	Conduct one (1) department review of IDDE program effectiveness each year. Update as necessary.	<p>Met goal. The Illicit Discharge Detection and Elimination (IDDE) Program continues to be active.</p> <p>The IDDE program provides an overview of the processes used by the City of Burleson to detect and eliminate illicit discharges to the storm sewer conveyance system.</p> <p>The following are measurable components of the IDDE program:</p> <ul style="list-style-type: none"> • Documentation or review and/or updates to the Burleson Code of Ordinances (see 2.2); • Number of site plans reviewed for illicit connections (see 2.3); • Number of illicit discharge investigations (see 2.4); • Documentation of the inspection and maintenance of the sanitary sewer system (see 2.5); • Number of on-site sewage facility applications, complaints, and enforcement actions (see 2.6); • Number of households utilizing the household hazardous waste program (see 2.7); • Response to illegal dumping complaints (see 2.8); • Document updates to the storm sewer map (see 2.9);

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
2.2 ILLICIT DISCHARGE ORDINANCE	Conduct one (1) department review of IDDE ordinance each year. Update as necessary.	Met goal. The following ordinance(s) are applicable to illicit discharge detection and elimination: Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" There were no revisions in FY2024.
2.3 ILLICIT DISCHARGE PLAN REVIEW	Review and document 100% of all received site development plans for potential illicit connections.	Met goal. Building Inspections documented that 289 Residential, 11 Commercial, 38 Commercial Remodel, and 14 Commercial Tenant Finish Out plans were reviewed for illicit connections.
2.4 ILLICIT DISCHARGE INVESTIGATIONS	Investigate 100% of reported illicit discharges within 24 business hours. Report to TCEQ all illicit flows believed to be an immediate threat to human health or the environment. Document complaints and investigations.	Met goal. Documented a total of 11 IDDE investigations.
2.5 SANITARY SEWER OVERFLOW (SSO)	Clean 25% of sanitary sewer system each year. Conduct video monitoring of 16.7% of the sanitary sewer system each year. Address 100% of FOG complaints within 48 business hours. Document inspection and maintenance of the sanitary sewer.	Goal not met. Total sanitary sewer system length: 1,225,026 feet. Documented 285,000 feet of sewer cleaned (23%) and 94,000 feet of sewer inspected by video (7.7%). Equipment malfunctions resulted in not being able to meet our goal, though Wastewater continued to do as much as they could. Water/Wastewater did not receive any FOG complaints during FY2024. Environmental received two FOG-related complaints that were documented as IDDE investigations (see BMP 2.4 documentation). Both were responded to in <24 business hours.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
2.6 SEPTIC SYSTEMS	Investigate 100% of OSSF complaints within 24 business hours. Review 100% of plans submitted for new systems and updates. Document investigations and enforcement.	Met goal. Tarrant County Public Health documented and reviewed 14 applications. Tarrant County handled one complaint-based case, with one violation issued. City staff handled an additional 4 OSSF-related complaints that were resolved without issuing violations.
2.7 HOUSEHOLD HAZARDOUS WASTE	Provide at least one (1) household hazardous waste collection event each year. Provide year round access for disposal of HHW to 100% of Burleson residents through contract with City of Fort Worth. Document number of households participating.	Met goal. 427 unique households utilized the household hazardous waste collection program in FY2024.
2.8 ILLEGAL DUMPING	Investigate 100% of illegal dumping complaints within 24 business hours.	Met goal. There were 38 reports of illegal dumping received via 311 in FY2024. Complaints were addressed within 24 business hours by Police, Streets, and Code Compliance as appropriate.
2.9 STORM SEWER MAP	Update storm sewer map when construction is completed and verified via inspection. Review map once each year. Document updates.	Met goal. During FY2024, the following assets were added to our GIS maps: 16,066 feet of Storm Pipe 716 feet of Culvert 13 Stormwater Manholes 61 Stormwater Inlets 1 Stormwater Outfall 96 feet of Storm Channels

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
3.1 EROSION AND SEDIMENT CONTROL ORDINANCE	Record applicable ordinances. Conduct one (1) department review of erosion and sediment control ordinances each year. Document any revisions as they are made.	Met goal. There are two sections of ordinance and zero revisions were made in FY2024. Burluson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" Subdivision and Development Ordinance
3.2 CONSTRUCTION PLAN REVIEW	Review 100% of construction site plans submitted. Document number of plans reviewed. Document number of CSNs/NOIs received.	Met goal. Engineering reviewed 33 plans and received 3 CSNs/NOIs.
3.3 GRADING OPERATIONS	Review 100% of grading operation plans submitted. Document number of plans reviewed. Document number of permits issued.	Met goal. Engineering reviewed 33 grading plans and issued 4 Notices to Proceed.
3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT	Review stormwater pollution prevention inspection and enforcement procedures at least once each year. Document revisions as they are made. Document number of inspections and enforcement actions.	Met goal. Engineering documented 954 construction site inspections. Environmental documented 522 construction site inspections. 247 Pre-emptive warnings issued. 12 Reactive warnings issued. 10 notices of violation issued. 2 citations issued. No revisions made to inspection and enforcement procedures during FY2024.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
3.5 CITY INSPECTOR TRAINING	All City construction site erosion control inspectors will be provided training at a minimum of once every three (3) years. New City construction site erosion control inspectors will be provided training within twelve (12) months of their start date.	Met goal. 1 Engineering inspector attended stormwater inspector training during FY2024. 5 additional city staff have attended stormwater inspector training within the past three years.
3.6 DESIGN MANUAL	Conduct annual review of city's design standards manual. Document any revisions.	Met goal. There were no revisions to the design standards manual in FY2024.
3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC	Conduct an annual review of IDDE program regarding response to public input and update as necessary. Conduct an annual review of stormwater reporting telephone number and webpage operation.	<p>Met goal. The City of Burleson now has a variety of ways for residents to share their complaints and concerns. Our stormwater reporting telephone number, email address, and 311 system allow the public to communicate in a way that is most comfortable for them, while remaining anonymous if they choose to. In FY2024, Environmental responded to a total of 38 stormwater complaints, 6 HAZMAT spills, 11 general environmental complaints, and 11 illicit discharge complaints. (66 total)</p> <p>Notably, 21 of those concerns originated from City staff, which demonstrates that our internal stormwater training is effectively teaching staff what to look for in the field so that we can address stormwater issues as quickly as possible.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
4.1 POST CONSTRUCTION ORDINANCE	Record applicable ordinances. Perform inspections on all applicable new development and redevelopment projects for compliance before issuing final approval. Document number of inspections and enforcement actions. Conduct an annual review of post construction ordinance and revise as needed.	<p>Met goal. Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control"</p> <p>Subdivision and Development Ordinance</p> <p>There were no revisions to the applicable ordinances in FY2024.</p> <p>Engineering inspectors documented 954 construction site inspections. Environmental documented 522 construction site inspections. 247 Pre-emptive warnings issued. 12 Reactive warnings issued. 10 notices of violation issued. 2 citations issued.</p>
4.2 POST CONSTRUCTION PLAN REVIEW	Review 100% of construction site plans received with consideration for post construction water quality impacts. Document number of plans reviewed.	Met goal. Engineering reviewed 33 plans for post construction stormwater regulation compliance.
4.3 DESIGN MANUAL	Review design standards manual once each year. Revise if needed and document revisions.	Met goal. There were no revisions to the design standards manual in FY2024.
5.1 LANDSCAPE MANAGEMENT	Conduct annual review of landscape management plan and modify if needed. Document revisions.	Met goal. Updated details of landscape management plan December 2023.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
5.2 STREET SWEEPING	Conduct regular maintenance sweeping on all city street construction and repair projects. Document miles of roadway cleaned. Continue the "Hot Shot" sweeping program, revise and add new locations as needed.	Met goal. Public Works documented 1,435 lane miles swept in FY2024. Comment: The Hot Shot sweeping program was discontinued. The City now aims to sweep every street at least once every 8 weeks. This results in both more linear miles of roadway cleaned and better overall coverage than the Hot Shot Program provided.
5.3 ROAD SAND STORAGE AND APPLICATION	Conduct annual review of road sand storage and application procedures in order to minimize risk of stormwater contamination. Maintain log of inspection. Revise and document as necessary.	Met goal. Inspection performed 3/22/2024. No additional changes are necessary.
5.4 STORM SEWER CLEANING	Respond to 100% of complaints regarding storm sewer maintenance. Clean or correct as needed. Document storm sewer cleaning activities.	Met goal. Public Works documented 21 drainage work projects utilizing 730 labor hours during FY2024.
5.5 EQUIPMENT MAINTENANCE	Conduct annual review of equipment maintenance facilities. Maintain log of inspection.	Met goal. Inspection performed 3/1/2024.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
5.6 EMPLOYEE TRAINING	Perform annual review of curriculum and update as necessary. Require all new field staff to attend online training course within 60 days of hire. Maintain records of attendees.	Met goal. Human Resources documented 40 field staff employees were trained via our online stormwater training course in FY2024. Kristen Tanz was one of those attendees in order to perform annual curriculum review. No changes are necessary at this time.
5.7 MATERIAL MANAGEMENT	Perform annual inspections of facilities and controls and schedule any necessary maintenance of structural controls. Continue to follow good housekeeping and spill prevention practices at all facilities and update those practices when improvements can be made.	Met goal. Annual inspections of City operations include Road Sand Storage (BMP 5.2), Facilities, Equipment Services (BMP 5.5), Parks Maintenance, and Golf Course Maintenance. Park Annex inspected 2/27/2024. Equipment Services inspected 3/1/2024. Chisenhall inspected 3/12/2024. Golf course inspected 3/12/2024. Facilities inspected 3/22/2024. Sand/Brine storage inspected 3/22/2024.
5.8 BACTERIAL CONTRIBUTION	Conduct annual review of selected BMPs to ensure they are effective. Submit NOC if changes are deemed necessary.	Met goal. During Permit Year One, the City of Burleson found historical data available is not adequate to determine the extent of the City of Burleson's MS4 contribution of bacteria into impaired waters. It is also not economically feasible to conduct water quality studies. The City of Burleson has developed focused BMPs to target bacterial contribution. The City of Burleson will work with the Trinity River Authority to develop a regional watershed protection plan. A NOC was submitted during Year Three to meet the requirements of the Permit.

C. Stormwater Data Summary

Provide a summary of all information used, including any lab results (if sampling was conducted) to assess the success of the SWMP at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.?

The City of Burleson staff conducted weekly visual inspections of all construction sites within the city limits. Inspections were also conducted prior to forecasted rainfall events and following rainfall events in which more than a half inch of precipitation was received. These inspections ensure that developers and builders are implementing adequate erosion control and good housekeeping procedures at their sites to prevent contamination of the MS4.

Illicit discharge detection and elimination was primarily conducted on a complaint basis. Citizen complaints arrived via the stormwater hotline, emails, and the City's 311 non-emergency reporting system. Internal stormwater concerns from city staff were also documented and addressed. HAZMAT spills were reported via Dispatch and responded to by Environmental staff to ensure appropriate containment, clean-up, and reporting if the spill exceeded the reportable quantity.

Regular street sweeping is conducted in the City by our Streets Division of Public Works, with a total of 1,435 lane miles swept during FY2024. The City of Burleson has revamped their street sweeping program and now aims to sweep every street in the city every 6-8 weeks.

D. Impaired Waterbodies

1. Identify whether an impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly-identified impaired waters below by including the name of the water body and the cause of impairment.
 - Village Creek 0828A was added to the 303(d) list in 2010 and is still included on the most recent list (November 2024) for bacteria as a Category 5r. There is no approved TMDL at this time.
 - No additional new impaired or TMDL water bodies have been identified in FY2024.
2. If applicable, explain below any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern.

During Permit Year One, the City of Burleson found historical data available is not adequate to determine the extent of the City of Burleson’s MS4 contribution of bacteria into impaired waters. It is also not economically feasible to conduct water quality studies. The City of Burleson has developed focused BMPs to target bacterial contribution. The City of Burleson will work with the Trinity River Authority to develop a regional watershed protection plan. A NOC was submitted during Year Three to meet the requirements of the permit.

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

N/A: There are no impaired water bodies with approved TMDLs within the City of Burleson.

- Report the benchmark identified by the MS4 and assessment activities:

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
N/A	N/A	N/A	N/A

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

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
N/A	N/A	N/A

- If applicable, report on focused BMPs to address impairment for bacteria:

Note: There is currently no TMDL in the City of Burleson, but we continue to maintain several BMPs that address bacterial impairment:

Description of bacteria-focused BMP	Comments/Discussion
1.17 LARGE ANIMAL OWNER LIST	Large animal stormwater BMP educational mailer will help to reduce bacterial load.
2.5 SANITARY SEWER OVERFLOW (SSO)	Inspection and maintenance of the sanitary sewer system helps prevent overflows resulting in bacterial impairment.
2.6 SEPTIC SYSTEMS	OSSF Plan review and inspections help to make sure systems are properly installed and maintained to reduce bacterial load.

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

For example, the MS4 may use the following benchmark indicators:

- number of sources identified or eliminated;
- number of illegal dumpings;
- increase in illegal dumping reported;
- number of educational opportunities conducted;
- reductions in sanitary sewer flows (SSOs); and/or
- increase in illegal discharge detection through dry screening.

Note: There is currently no TMDL in the City of Burleson, but we continue to maintain several BMPs that address bacterial impairment:

Benchmark Indicator	Description/Comments
1.17 Large Animal Owner List	Targeted educational mailers about “Livestock Management and Water Quality” were mailed to 25 large animal owners in FY2024.
2.5 Sanitary Sewer inspection and maintenance.	In order to prevent overflows 285,000 feet of sewer were cleaned and 94,000 feet of sewer were inspected by video in FY2024.
2.6 Septic system application review.	Tarrant county public health documented and reviewed 14 applications in FY2024. There was one complaint-based case, with no violations issued.

E. Stormwater Activities

Describe activities planned for the next reporting year:

*Our 2019 permit was issued by TCEQ on December 7, 2023 and expired on January 24, 2024. The TCEQ has issued guidance indicating that we should report on "Year 7 of the 2019 Permit" for the period of **October 1, 2024 – December 31, 2024** to bridge the gap between fiscal year reporting and calendar year reporting. Our intent is to report on the new permit and utilize new BMPs for January 1, 2025 – December 31, 2025. The following planned activities refer only to "Year 7 of the 2019 Permit." **Please note** that due to the shortened time frame and the time of year that this reporting period takes place, some of our normal BMP activities are noted as not feasible.*

MCM(s)	BMP	Measurable Goal	Description/Comments
1.1 UTILITY BILL INSERT	Publish one educational flyer as a utility bill insert. Post the educational flyer on City's web page.	<i>Email one educational flyer to our Utility Billing email distribution list.</i> Post the educational flyer on the City's web page.	The material educates the public about our storm system and may lead to changed behaviors causing reduction in contaminants. Email distribution is more cost & time effective for the short reporting period.
1.2 CITY FOCUS NEWSLETTER (Weekly Newsletter)	Include education related to stormwater issues in the City Focus newsletter.	Include two (2) articles per year in the City Focus newsletter. Comment: The City Focus has changed to the City Weekly Newsletter.	The material educates the public about our storm system and may lead to changed behaviors causing reduction in contaminants.
1.3 BURLESON PARKS AND RECREATION COMMUNITY GUIDE	Include articles relating to stormwater issues in the Burleson Parks and Recreation Community Guide.	Include one (1) article per year in the Burleson Parks and Recreation Community Guide.	The material educates the public about our storm system and may lead to changed behaviors causing reduction in contaminants.

MCM(s)	BMP	Measurable Goal	Description/Comments
1.4 STORMWATER WEB-PAGE	Maintain the stormwater web page on the City's website.	Publish two (2) educational stormwater features each year.	Allows us to evaluate what reach we are obtaining with education on our page. The materials can result in a reduction of pollutants. Note: Due to the short reporting period, we will not be able to create and publish new stormwater features during Year 7.
1.5 SOCIAL MEDIA ACCESS AND UTILIZATION	Disseminate information relating to stormwater issues on the City's social media sites.	Publish 1-5 stormwater related posts each year.	Increases participation in events like the trash bash and HHW collection events. Note: Due to the short reporting period, we will aim to publish 4 stormwater related posts during Year 7.
1.6 PUBLIC REFERENCE	Maintain a list of educational materials made available at the City's public library.	Make the Burleson SWMP available for reference at the Burleson Public Library. Review Library's collection of stormwater educational material each year and make recommendations for new educational materials.	Allows us to evaluate what reach we are obtaining with educational materials. The materials can result in a reduction of pollutants.
1.7 SPECIAL EVENTS	Distribute educational material on stormwater issues during special events.	Distribute stormwater educational material at a minimum of three (3) special events each year.	The educational materials can result in a reduction pollutants based on behavioral changes. Note: Due to the short reporting period, we will distribute stormwater education at one special event during Year 7.

MCM(s)	BMP	Measurable Goal	Description/Comments
1.8-ELECTED OFFICIAL EDUCATION	Provide City council with annual updates on the City's SWMP.	Provide City Council with updates regarding the stormwater program at least once each year.	Note: Update to City Council is planned for the first quarter of 2025.
1.9 BUSINESS EDUCATION	Distribute educational material to one business category that may affect stormwater each year.	Distribute educational material to one (1) business category that may affect stormwater each year.	Note: Due to the short reporting period, it will not be practical to create new targeted educational material during Year 7.
1.10 PRESENTATIONS	Provide presentations on stormwater impacts to public groups.	Provide at least one (1) stormwater educational presentation each year.	Note: Due to the holidays in November and December, it will not be practical to schedule a presentation for Year 7.
1.11 CONTRACTOR EDUCATION	Provide educational materials to construction site contractors on stormwater related issues.	Provide <i>Steps to Obtain Construction Permits for Stormwater Discharges (RG-436)</i> educational document to 100% of construction site applicants when granted a Notice to Proceed.	Environmental & Engineering departments work together to approve new construction projects, and a Notice to Proceed is not granted until applicants have a STEERS NOI and TPDES permit for the site, so the RG-436 is no longer appropriate to distribute when an NTP is granted. Environmental inspector will provide educational trifold brochures to contractors that have erosion control issues to address, with individualized comments notated by hand.

MCM(s)	BMP	Measurable Goal	Description/Comments
1.12 PRINTED MATERIAL	Make printed materials about stormwater issues available at designated city facilities.	Two (2) times per year, review the accuracy and effectiveness of printed materials available at city facilities. Document the materials and locations. Restock and modify as necessary.	The educational materials can result in a reduction of pollutants based on behavioral changes. Note: Due to the short reporting period, only one review will be conducted during Year 7.
1.13 PUBLIC EDUCATION TASK FORCE	Participate in the North Central Texas Council of Government's PETF.	Attend 50% of PETF meetings at North Central Texas Council of Governments.	Note: Staff had a schedule conflict for the October 16, 2024 PETF meeting. The next PETF meeting is not scheduled until January 22, 2025.
1.14 PUBLIC NOTICE OF MEETINGS	Verify that City council meetings comply with public notice requirements to receive public input into the stormwater program development & implementation.	Comply with public notice requirements for all required meetings and include information in annual reports to TCEQ.	Allows improved public participation. This is an administrative BMP.
1.15 PUBLISH NOTICE	Publish notice of the executive director's preliminary determination on the NOI and SWMP after receiving written instructions from TCEQ.	Publish notice of the executive director's preliminary determination in the Burleson Star within 30 days after being notified by the TCEQ, including information about public comment and public meeting request.	Not applicable for the Year 7 reporting period, but will be applicable for Year 1 of the 2024 permit. The Burleson Star is no longer in operation, so the Fort Worth Star-Telegram is now the most local newspaper.

MCM(s)	BMP	Measurable Goal	Description/Comments
1.16 STORMWATER REPORTING TELEPHONE NUMBER	Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues.	Report the # of calls received.	The operation of a reporting hotline allows us to receive information about illicit discharges and respond to them.
1.17 LARGE ANIMAL OWNER LIST	Maintain a list of large animal owners to distribute educational materials about bacteria in waterways	Distribute 1 educational document to large animal owners each year. Update list as needed. Update educational materials.	Note: Due to the short reporting period, it will not be practical to create new targeted educational material during Year 7.
1.18 CLEANUPS	Continue to work in conjunction with Keep Burleson Beautiful to host litter cleanup events.	Host at least one (1) litter cleanup event each year. Document number of participants and estimated pounds of litter and debris removed.	These events directly remove litter from the MS4. Note: Due to the holidays and cold weather during this reporting period, it will not be practical to schedule a large cleanup during Year 7.
1.19 ADOPT A STREET	Review and update Burleson's Adopt-A-Spot program.	Dedicate one (1) stormwater social media post to Adopt-A-Spot program each year. Record program activities.	The Adopt-a-Street program results in a direct reduction of litter in the MS4.
2.1 IDDE PROGRAM	Evaluate and maintain the current IDDE program. Update Municipal Code as necessary.	Conduct one (1) department review of IDDE program effectiveness each year. Update as necessary.	The IDDE program reduces contaminants in the MS4 by investigation and correction of violations.

MCM(s)	BMP	Measurable Goal	Description/Comments
2.2 ILLICIT DISCHARGE ORDINANCE	Utilize ordinances to prohibit and eliminate illicit discharges. Revise as needed.	Conduct one (1) department review of IDDE ordinance each year. Update as necessary.	Ordinances allow us to enforce regulations for violations that can cause pollutions in the MS4.
2.3 ILLICIT DISCHARGE PLAN REVIEW	Continue existing program of reviewing site development plans.	Review and document 100% of all received site development plans for potential illicit connections.	Reviewing plans for illicit discharges reduces the likelihood of improper sanitary sewer connections to the MS4.
2.4 ILLICIT DISCHARGE INVESTIGATIONS	Identify and eliminate sources of illicit discharges. Attempt to eliminate the illicit discharge using enforcement authority granted by local ordinances.	Investigate 100% of reported illicit discharges within 24 business hours. Report to the TCEQ all illicit flows believed to be an immediate threat to human health or the environment. Document complaints and investigations.	Ensures penalties for violations.
2.5 SANITARY SEWER OVERFLOW (SSO)	Continue inspection and maintenance of the sanitary sewer system. Address FOG complaints to prevent SSO.	Clean 1/4 of sanitary sewer system each year. Conduct video monitoring of 1/6 of sanitary sewer system each year. Address 100% of FOG complaints within 48 business hours. Document inspection and maintenance of the sanitary sewer.	Routine maintenance helps prevent sanitary sewer overflow into the stormwater system. Note: Due to the short reporting period, it will not be practical to hit our normal goal for Year 7. We will continue to document all sanitary sewer cleaning and video monitoring that is performed.

MCM(s)	BMP	Measurable Goal	Description/Comments
2.6 SEPTIC SYSTEMS	Continue Burleson's OSSF program in order to help prevent septic system failures.	Investigate 100% of OSSF complaints within 24 business hours. Review 100% of plans submitted for new systems and updates. Document investigations and enforcement.	Reviews ensure adequate systems and complaint/violation response corrects issues with existing systems.
2.7 HOUSEHOLD HAZARDOUS WASTE	Continue Burleson's HHW collection program.	Provide at least one (1) household hazardous waste collection event each year. Provide year round access for disposal of HHW to 100% of Burleson residents through contract with City of Fort Worth. Document number of households participating.	Opportunities to safely dispose of HHW help prevent improper disposal of chemicals into the stormwater system. Note: We will not be able to host a household hazardous waste collection event during Year 7. However, we will continue to offer residents year-round access to dispose of HHW through our Interlocal Agreement with the Fort Worth Environmental Collection Center.
2.8 ILLEGAL DUMPING	Continue to utilize and enforce local and state law regarding illegal dumping activities.	Investigate 100% of illegal dumping complaints within 24 business hours.	Reduces waste, runoff, and blockages from entering the MS4 system.
2.9 STORM SEWER MAP	Continue to develop the City's storm sewer system map.	Update storm sewer map when construction is completed & verified via inspection. Review the map once each year. Document updates.	Highlights areas that may require attention and allows quick reference when dealing with violations/spills.

MCM(s)	BMP	Measurable Goal	Description/Comments
3.1 EROSION AND SEDIMENT CONTROL ORDINANCE	Utilize existing ordinances to enforce stormwater pollution prevention regulations during construction. Revise ordinances as needed.	Record applicable ordinances. Conduct one (1) department review of erosion and sediment control ordinances each year. Document any revisions as they are made.	Allows for enforcement of inadequate erosion controls.
3.2 CONSTRUCTION PLAN REVIEW	Continue Burleson's existing program of reviewing site development plans for water quality considerations. Continue to require copy of CSN or NOI for construction sites.	Review 100% of construction site plans submitted. Document number of plans reviewed. Document number of Construction Site Notices and Notice of Intent received.	Ensures erosion control measures are adequate.
3.3 GRADING OPERATIONS	Continue to review plans and issue permits for early land grading operations.	Review 100% of grading operation plans submitted. Document number of plans reviewed. Document number of permits issued.	Ensures erosion control measures are adequate.

MCM(s)	BMP	Measurable Goal	Description/Comments
3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT	Conduct construction site inspections for compliance with stormwater regulations and City code. Enforce as necessary.	Review stormwater pollution prevention inspection and enforcement procedures at least once each year. Document revisions as they are made. Document number of inspections and enforcement actions.	Ensures erosion control measures are adequate.
3.5 CITY INSPECTOR TRAINING	Provide municipal construction site erosion control inspectors with regular training.	All City construction site erosion control inspectors will be provided with training at a minimum of once every 3 years. New City construction site erosion control inspectors will be provided with training within 12 months of their start date.	Ensures staff are aware of proper erosion control installation.
3.6 DESIGN MANUAL	Utilize the City's design standards manual to govern the design and installation of BMPs used during construction activities.	Conduct annual review of city's design standards manual. Document any revisions.	Allows for changes that improve stormwater quality.

MCM(s)	BMP	Measurable Goal	Description/Comments
3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC	Verify implementation of BMPs PEI-16 and ID-1.	Conduct annual review of IDDE program regarding response to public input. Conduct annual review of stormwater reporting telephone number & webpage operation.	Allows for public to present feedback on stormwater issues and concerns.
4.1 POST CONSTRUCTION ORDINANCE	Utilize ordinances to enforce requirements regarding post-construction runoff. Document enforcement action.	Record applicable ordinances. Perform inspections on all applicable new development and redevelopment projects for compliance with city ordinances and design manual standards before issuing final approval on projects. Document the number of inspections and any enforcement actions. Conduct an annual review of post-construction ordinance and revise as needed.	Allows for tracking, investigation, and enforcement of construction discharges into the stormwater system. Allows inspectors to ensure long term stability of sediment.
4.2 POST CONSTRUCTION PLAN REVIEW	Continue existing program of reviewing site development plans for water quality considerations.	Review 100% of construction site plans received with consideration for post construction water quality impacts. Document number of plans reviewed.	Ensures erosion controls are adequate.

MCM(s)	BMP	Measurable Goal	Description/Comments
4.3 DESIGN MANUAL	Utilize the city's design standards manual to govern the design and installation of BMPs used to control runoff from new development.	Review design manual once each year. Revise if needed and document revisions.	Allows for changes that improve stormwater quality.
5.1 LANDSCAPE MANAGEMENT	Implement the landscape management plan.	Conduct annual review of landscape management plan and modify as needed. Document revisions.	Ensures BMP's for landscaping contribute to the protection of the stormwater system.
5.2 STREET SWEEPING	Continue to conduct municipal street sweeping activities.	Conduct regular maintenance sweeping on all city street construction and repair projects. Document miles of roadway cleaned. Continue the Hot Shot sweeping program—revise and add new locations as needed.	Prevents road debris from entering the stormwater system. Note: The Hot Shot sweeping program was discontinued. The City now aims to sweep every street at least once every 6-8 weeks. This results in both more linear miles of roadway cleaned and better overall coverage than the Hot Shot Program provided.
5.3 ROAD SAND STORAGE AND APPLICATION	Review road sand storage and application procedures to meet TPDES General Permit requirements.	Conduct annual review of road sand storage & application procedures in order to minimize risk of stormwater contamination. Maintain log of inspection.	Ensures municipal projects minimize stormwater impact.

MCM(s)	BMP	Measurable Goal	Description/Comments
5.4 STORM SEWER CLEANING	Document storm sewer cleaning activities.	Respond to 100% of complaints regarding storm sewer maintenance. Clean or correct as needed. Document storm sewer cleaning activities.	Regular MS4 maintenance helps prevent flooding and overflows.
5.5 EQUIPMENT MAINTENANCE	Review equipment services division for stormwater compliance.	Conduct annual review of equipment maintenance facilities. Maintain log of inspection.	Ensures equipment services minimizes stormwater impact.
5.6 EMPLOYEE TRAINING	Utilize online training program to educate city employees whose work functions could impact stormwater.	Perform annual review of curriculum and update as necessary. Require all new field staff to attend online training course within 60 days of hire. Maintain records of attendees.	Ensures staff are aware of stormwater issues such as good housekeeping and illicit discharge detection and elimination.
5.7 MATERIAL MANAGEMENT	Implement a plan for responsible material management.	Perform annual inspections of facilities. Continue to follow good housekeeping and spill prevention practices at all facilities and update those practices as needed.	Minimizes the City's impact on stormwater system.
5.8 BACTERIAL CONTRIBUTION	Continue focused BMPs to address bacterial contribution to the Village Creek watershed.	Conduct an annual review of selected BMPs to ensure they are effective. Submit NOC if changes are deemed necessary.	Ensures the City of Burleson actively works to decrease contribution of bacteria into impaired waters.

F. SWMP Modifications

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

Yes No

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

Yes **No**

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

Note: A new SWMP is under development for the new 2024 Phase II Permit.

G. Additional BMPs for TMDLs and I-Plans

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

BMP	Description	Implementation Schedule (start date, etc.)	Status/Completion Date (completed, in progress, not started)
N/A	N/A	N/A	N/A

H. Additional Information

1. Is the permittee relying on another entity to satisfy any permit obligations?

Yes **No**

If "Yes," provide the name(s) of other entities and an explanation of their responsibilities (add more spaces or pages if needed).

Name and Explanation:

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

Yes **No**

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

Yes No **N/A**

If "Yes," list all associated authorization numbers, permittee names, and SWMP responsibilities of each member (add additional spaces or pages if needed):

Authorization Number: _____ Permittee: _____

I. Construction Activities

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

23

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

Yes **No**

2b. If "yes," then provide the following information for this permit year:

The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	N/A

Note: Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.

J. Certification

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

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed): Tommy Ludwig Title: City Manager

Signature: _____ Date: _____

Name of MS4: City of Burleson