

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 10 of the 2014 permit. Please note: *Our 2019 permit was not formally approved by TCEQ until December 2023 (after the end of our reporting year), so the City of Burleson continued to implement and report on the approved 2014 SWMP BMPs.* The reporting period beginning date is 10/1/2022 and the ending date is 9/30/2023.

A separate Notice of Change **will be** submitted based on the fact that changes **have** been proposed for the next permit year.

As required by the general permit, a copy of the report has been mailed to the TCEQ's **Regional Office 4** in Fort Worth, Texas.

Sincerely,

KRISTEN TANZ

Environmental Services

Environmental Health Specialist I

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 10 of 2014 permit

Please Note: Our 2019 permit was not formally approved by TCEQ until December 2023 (after the end of our reporting year), so the City of Burleson continued to implement and report on the approved 2014 SWMP BMPs.

Annual Reporting Year Option Selected by MS4:

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

Reporting period beginning date: 10/1/2022

Reporting period end date: 9/30/2023

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.
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	Include one educational flyer as a utility bill insert. 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	Include 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.
1.4 STORMWATER WEB PAGE	Document the number of visits to the stormwater web page.	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	Disseminate information relating to stormwater issues and/or public participation opportunities on the City's social media sites.	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	Maintain a list of the special events where educational material is distributed.	Yes. The educational materials can result in a reduction pollutants based on behavioral changes.
1.8 ELECTED OFFICIAL EDUCATION	Document when council is provided with updates on the SWMP.	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	Maintain a list of businesses to which educational materials were distributed.	Yes. These targeted educational flyers help business owners improve their BMPs.

1.10 PRESENTATIONS	Maintain a list of presentations that were given on stormwater impacts.	Yes. Educational presentations can result in behavioral changes that result in a reduction of pollutants.
1.11 CONTRACTOR EDUCATION	Make educational materials on stormwater related issues available to construction site contractors. Document the number and type of materials made available.	Yes. These targeted notices and pamphlets help builders improve their BMPs.
1.12 PRINTED MATERIAL	Make printed materials about stormwater issues available at designated city facilities. Document the number and type of materials distributed to those facilities.	Yes. The educational materials can result in a reduction pollutants based on behavioral changes.
1.13 PUBLIC EDUCATION TASK FORCE	Document participation in the PETF.	Yes. Participation leads to collaboration and results in effecting educational materials and ideas for events and presentations.
1.14 PUBLIC NOTICE OF MEETINGS	Verify that the City council meetings comply with public notice requirements and include that information in annual reports to the TCEQ.	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 Office of Chief Clerk, including information about public comment and public meeting	Yes. Publishing notice allows the public to be involved in submitting feedback and increases community involvement and ownership of the stormwater management program.
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.	Yes. The operation of a reporting hotline allows us to receive information about illicit discharges and respond to them.
1.17 LARGE ANIMAL OWNER LIST	Create list of large animal owners to distribute educational materials	Yes, these targeted educational materials may result in improved BMPs for large animal owners.
1.18 CLEANUPS	Host at least one litter pick up event per year. Document the number of participants and the estimated pounds of litter and debris	Yes. These events directly remove litter from the MS4.
1.19 ADOPT A STREET (Adopt-A-Spot)	Document program activities.	Yes. The Adopt-A-Spot program results in a direct reduction of litter in the MS4.
2.1 IDDE PROGRAM	Implement the IDDE program	Yes. The IDDE program reduces contaminants in the MS4 by investigation and correction of violations.
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	Document number of plans reviewed.	Yes. Reviewing plans for illicit discharges reduces the likelihood of improper sanitary sewer connections to the MS4.
2.4 ILLICIT DISCHARGE INVESTIGATIONS	Document number of illicit discharge investigations conducted.	Yes. Ensures penalties for violations.
2.5 SANITARY SEWER OVERFLOW (SSO)	Document inspection and maintenance of the sanitary sewer system.	Yes. Regular maintenance helps prevent sanitary sewer overflows into the stormwater system.
2.6 SEPTIC SYSTEMS	Document the number of applications received, the number of complaint activities and/or reported violations, and the number and types of enforcement actions taken.	Yes. Reviews ensure adequate systems and complaint/violation response corrects issues with existing systems.
2.7 HOUSEHOLD HAZARDOUS WASTE	Document the number of households that utilize the household hazardous waste collection program each year.	Yes. HHW collection opportunities reduce improper disposal of chemicals into the stormwater system.
2.8 ILLEGAL DUMPING	Document the number of investigations conducted each year relating to illegal dump sites and waste dumped illegally down storm drains.	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.
3.2 CONSTRUCTION PLAN REVIEW	Document number of plans reviewed. Document number of Construction Site Notices and Notice of Intents received.	Yes. Ensures erosion control measures are adequate.
3.3 GRADING OPERATIONS	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.	Yes. Ensures erosion control measures are adequate.
3.5 CITY INSPECTOR TRAINING	Document inspector training.	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	Verify implementation of BMPs PEI-16 and ID-1.	Allows for public to present concerns and feedback on stormwater issues.
4.1 POST CONSTRUCTION ORDINANCE	Record applicable ordinances. Document review and revisions (if any) of ordinances.	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	Document number of plans reviewed.	Yes. Ensures erosion controls are adequate.
4.3 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Yes. Allows for changes that improve stormwater quality.
5.1 LANDSCAPE MANAGEMENT	Implement the landscape management plan.	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	Fully implement changes to road sand storage and application procedures, including structural and non-structural controls, if any are necessary.	Yes. Ensures municipal projects minimize stormwater impact.
5.4 STORM SEWER CLEANING	Document storm sewer cleaning activities.	Yes. Drainage maintenance prevents flooding of the stormwater system.
5.5 EQUIPMENT MAINTENANCE	Implement a management plan for structural and/or non-structural controls (if necessary).	Yes. Ensures equipment services minimizes stormwater impact.
5.6 EMPLOYEE TRAINING	Implement comprehensive education program. Maintain records of training.	Yes. Ensures staff are aware of stormwater issues.
5.7 MATERIAL MANAGEMENT	Implement a plan for responsible material management.	Yes. Minimizes the City's impact on stormwater system.

5.8 BACTERIAL CONTRIBUTION	Evaluate the extent that the City of Burleson MS4 contributes POC to impaired waters at a level of concern. Specifically Bacteria.	Yes. Ensures the City of Burleson actively works to decrease contribution of bacteria into impaired waters.
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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? (Answer Yes or No and 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.	Utility Bill inserts	8,383	Inserts	Yes. Provides greater access to information to the public.

<p>1.2 CITY FOCUS NEWSLETTER (Weekly Newsletter)</p>	<p>Include two (2) articles per year in the City Focus newsletter.</p> <p>Comment: City Focus has changed to City Weekly Newsletter</p>	<p>Weekly Newsletter</p>	<p>6</p>	<p>Articles.</p>	<p>Yes. Provides greater access to information to the public.</p>
<p>1.3 BURLESON PARKS AND RECREATION COMMUNITY GUIDE</p>	<p>Include one (1) article per year in the Burleson Parks and Recreation Community Guide.</p>	<p>Parks and Recreation Guide</p>	<p>2</p>	<p>Articles</p>	<p>Yes. Provides greater access to information to the public.</p>
<p>1.4 STORMWATER WEB PAGE</p>	<p>Document the number of visits to the stormwater web page.</p>	<p>Website analytics.</p>	<p>321</p>	<p>Views</p>	<p>Yes. Provides greater access to information to the public.</p>
<p>1.5 SOCIAL MEDIA ACCESS AND UTILIZATION</p>	<p>Disseminate information relating to stormwater issues and/or public participation opportunities on the City's social media sites.</p>	<p>Stormwater relevant Facebook posts.</p>	<p>28</p>	<p>Stormwater posts</p>	<p>Yes. Provides greater access to information to the public.</p>

1.6 PUBLIC REFERENCE	Maintain a list of educational materials made available at the City's public library.	Library carousel handouts and public has access to government documents related to stormwater through the Library's online catalog	~230	Flyers, brochures, and bookmarks	Yes. Provides greater access to information to the public.
1.7 SPECIAL EVENTS	Maintain a list of the special events where educational material is distributed.	List.	11/5/22 City Recycling Event 4/1/23 Spring Trash Bash 4/22/23 Earth Day 7/25/2023 Texas Watershed Steward Workshop 9/23/2023 Fall Trash Bash	Event	Yes. Provides access to disposal of stormwater contaminants and provides greater access to information to the public.
1.8 ELECTED OFFICIAL EDUCATION	Document when council is provided with updates on the SWMP.	August 18 th 2023 Weekly Report	1	Memo to council in weekly report.	Yes. Provides greater knowledge of stormwater issues for municipal leaders.

1.9 BUSINESS EDUCATION	Maintain a list of businesses to which educational materials were distributed.	"Dumpster Management" flyers mailed to 74 fast food restaurants. "Automotive Waste" flyers mailed to 24 commercial automotive businesses.	98	Educational flyers	Yes. Helps to minimize stormwater pollution with targeted education.
1.10 PRESENTATIONS	Maintain a list of presentations that were given on stormwater impacts.	Environmental Services	1	7/25/2023 Texas Watershed Steward Workshop	Yes. Provides education to the public on stormwater issues
1.11 CONTRACTOR EDUCATION	Make educational materials on stormwater related issues available to construction site contractors. Document the number and type of materials made available.	Engineering & Environmental Services	4 Erosion Control educational trifolds were handed out with correction notices. 16 Steps to Obtain Construction Permits for Stormwater Discharges (RG-436) were sent to developers with early grading permit requests.	Educational documents	Yes. Educates construction workers on steps to reduce stormwater pollution.

<p>1.12 PRINTED MATERIAL</p>	<p>Make printed materials about stormwater issues available at designated city facilities. Document the number and type of materials distributed to those facilities.</p>	<p>City document displays.</p>	<p>50 Texas SmartScape bookmarks were made available at the Burleson Public Library.</p> <p>100 "Doo the Right Thing" bookmarks were made available at the Burleson Animal Shelter.</p> <p>20 "Lawn Care and Our Water Quality," 10 "Water Efficient Landscaping for North Texas," 10 "Guide to Yard Care," 10 "Clean Pipes are Green Pipes," and 30 "A Quick Guide to Recycling" brochures were made available at the City Service Center.</p>	<p>Educational Documents</p>	<p>Yes. Provides greater access to the public on stormwater issues.</p>
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1.13 PUBLIC EDUCATION TASK FORCE	Document participation in the PETF.	PETF	Three Environmental Services staff participated in the PETF. The PETF met 4 times during FY2023. City staff attended all 4 meetings.	Meetings	Yes. Guides city staff in how to best manage permit and provides material cost sharing
1.14 PUBLIC NOTICE OF MEETINGS	Verify that the City council meetings comply with public notice requirements and include that information in annual reports to the TCEQ.	N/A	The City of Burleson is in compliance with Texas Government Code §551.043	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 Office of Chief Clerk, including information about public comment and public meeting request.	City records.	Notice for the 2019 permit was published on Wednesday, August 17, 2022.	N/A	This is an administrative BMP.

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.	Documented three stormwater-related complaint calls via the reporting telephone number, nine complaints via Burleson 311, and three complaints via e-mail.	Complaints	Yes. Provides a means for the public to report stormwater violations
1.17 LARGE ANIMAL OWNER LIST	Create list of large animal owners to distribute educational materials	Flyers	Mailed 36	Large animal BMP educational flyers	Yes. Provides education for large animal owners to improve stormwater BMPs.
1.18 CLEANUPS	Host at least one litter pick up event per year. Document the number of participants and the estimated pounds of litter and debris removed.	Registration information	2 654 9,810	Events Participants Lbs. litter	Yes. Trash cleanups remove litter directly from the MS4 and waterways of the city.
1.19 ADOPT A STREET (Adopt-A-Spot)	Document program activities.	Contract	6	Active agreements	Yes. Allows for public involvement.

2.1 IDDE PROGRAM	Implement the IDDE program	See adjacent cell	<p>The Illicit Discharge Detection and Elimination (IDDE) Program was implemented during Permit Year Three.</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 	See adjacent cell	Yes. Allows for tracking and investigation of illicit discharges into the stormwater system.
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			<p>Ordinances (see ID-2);</p> <ul style="list-style-type: none"> • Document updates to the storm sewer map (see ID-9); • Number of illicit discharge investigations (see ID-4); • Documentation of the inspection and maintenance of the sanitary sewer system (see ID-5); • Number of on-site sewage facility applications, complaints, and enforcement actions (see ID-6); • Number of households utilizing the household hazardous waste 		
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			<p>program (see ID-7);</p> <ul style="list-style-type: none"> • Number of illegal dumping investigations (see ID-8); 		
2.2 ILLICIT DISCHARGE ORDINANCE	Record applicable ordinances. Document and review revisions.	<p>The following ordinance(s) are applicable to illicit discharge detection and elimination:</p> <ul style="list-style-type: none"> • Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" 	No revisions in FY2023.	N/A	Yes. Allows for legal penalties for illicit discharges into the stormwater system.
2.3 ILLICIT DISCHARGE PLAN REVIEW	Document number of plans reviewed.	Development Services	<p>288</p> <p>8</p> <p>35</p> <p>14</p>	<p>Residential</p> <p>Commercial</p> <p>Commercial Remodel</p> <p>Commercial Tenant Finish Out</p>	Yes. Ensures plans reduce illicit discharges.

2.4 ILLICIT DISCHARGE INVESTIGATIONS	Document number of illicit discharge investigations conducted.	Environmental Services	Documented a total of 7 IDDE investigations (two HAZMAT spills and 5 IDDE complaints).	Investigations	Yes. Ensures violations are identified and corrected.
2.5 SANITARY SEWER OVERFLOW (SSO)	Document inspection and maintenance of the sanitary sewer system.	Public Works/GIS	357,952 feet of sewer cleaned 96,254 feet of sewer videoed	Feet Feet	Yes Prevents Sanitary sewer overflow into stormwater system
2.6 SEPTIC SYSTEMS	Document the number of applications received, the number of complaint activities and/or reported violations, and the number and types of enforcement actions taken.	Tarrant County Public Health	13 1 0	Applications received Complaint case Violations	Yes. Prevents OSSF overflow into stormwater system.
2.7 HOUSEHOLD HAZARDOUS WASTE	Document the number of households that utilize the household hazardous waste collection program each year.	City of Fort Worth Invoice	539	Households	Yes. Prevents disposal of chemical into stormwater system

2.8 ILLEGAL DUMPING	Document the number of investigations conducted each year relating to illegal dump sites and waste dumped illegally down storm drains.	Police Department and Code Compliance	8	Investigations	Yes. Prevents potential stormwater violations
2.9 STORM SEWER MAP	Document updates to the City's storm sewer system map.	GIS	333,241 feet of Enclosed Pipe 17,664 feet of Culvert 416 Storm Manholes 1,857 Inlets 389 Outfall Points 135,644 feet of Open Channel 154,080 feet of Waterway	feet feet feet feet feet feet	Yes. Highlights areas that may require attention

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" Subdivision and Development Ordinance	2 0	Sections Revisions	Yes. Allows for enforcement of erosion controls
3.2 CONSTRUCTION PLAN REVIEW	Document number of plans reviewed. Document number of Construction Site Notices and Notice of Intents received.	Engineering	16 8	Plans reviewed CSN/NOI received	Yes. Ensures erosion control measures are adequate Yes. Notifies city of construction sites.
3.3 GRADING OPERATIONS	Document number of plans reviewed. Document number of permits issued.	Engineering	16 16	Grading plans reviewed Notices to Proceed issued	Yes. Ensures erosion control measures are adequate
3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT	Document number of inspections.	Engineering and Environmental Services	915 247 3	Engineering inspections Environmental Services inspections Notices of Violation	Yes. Ensures erosion control measures are adequate

3.5 CITY INSPECTOR TRAINING	Document inspector training.	Engineering and Environmental Services	5	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	Yes. Allows for changes that improve stormwater quality.
3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC	Verify implementation of BMPs PEI-16 and ID-1.	N/A	<ul style="list-style-type: none"> • PEI-16 is on track with SWMP goals. • ID-1 is on track with SWMP goals 	N/A	Yes. Allows for public to present solutions to stormwater issues
4.1 POST CONSTRUCTION ORDINANCE	Record applicable ordinances. Document review and revisions (if any) of ordinances.	Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" Subdivision and Development Ordinance	0	Revisions in FY2023	Yes. Allows for changes that improve stormwater quality
4.2 POST CONSTRUCTION PLAN REVIEW	Document number of plans reviewed.	Engineering	16	Plans reviewed	Yes. Ensures erosions controls are installed and effective
4.3 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Development Services	0	Design manual revisions	Yes. Allows for changes that improve stormwater quality

5.1 LANDSCAPE MANAGEMENT	Implement the landscape management plan.	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
5.2 STREET SWEEPING	Document miles of roadway cleaned.	Public Works	1,620	Lane miles	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. Environmental discussed storage of road salt with Public Works for future.	N/A	Yes. Ensures municipal projects minimize stormwater impact.
5.4 STORM SEWER CLEANING	Document storm sewer cleaning activities.	Public Works	612	Acres of drainage mowed	Yes. Drainage maintenance prevents flooding of the stormwater system.

5.5 EQUIPMENT MAINTENANCE	Implement a management plan for structural and/or non-structural controls (if necessary).	A Stormwater Pollution Prevention Plan was created for City operations, including Equipment Services. No revisions were made this year.	N/A	N/A	Yes. Ensures Equipment services minimizes stormwater impact
5.6 EMPLOYEE TRAINING	Implement comprehensive education program. Maintain records of training.	Human Resources	60 employees were trained via our online stormwater training course in FY2023.	Employees Trained	Yes. Ensures staff are aware of stormwater issues

5.7 MATERIAL MANAGEMENT	Implement a plan for responsible material management.	A Stormwater Pollution Prevention Plan was created for City operations including Facilities Maintenance, Equipment Maintenance, Parks Maintenance, and Golf Course Maintenance. All of the SWPPPs included best management practices for material management.	N/A	N/A	Yes. Minimizes the City's impact on stormwater system
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<p>5.8 BACTERIAL CONTRIBUTION</p>	<p>Evaluate the extent that the City of Burleson MS4 contributes POC to impaired waters at a level of concern. Specifically Bacteria.</p>	<p>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 a focused BMP 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.</p>	<p>N/A</p>	<p>N/A</p>	<p>Yes. Ensures the City of Burleson actively works to decrease contribution of bacteria into impaired waters</p>
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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. 8,383 utility bill inserts were mailed out.
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. 6 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 Fall 2022 Community Guide, and an article on the Adopt-A-Spot program was included in the Spring 2023 Community Guide.
1.4 STORMWATER WEB PAGE	Document the number of visits to the stormwater web page.	Met goal. A total of 321 visits to the city stormwater webpages were documented.

1.5 SOCIAL MEDIA ACCESS AND UTILIZATION	Disseminate information relating to stormwater issues and/or public participation opportunities on the City's social media sites.	Met goal. There were 28 stormwater-related posts shared on the city's Facebook page.
1.6 PUBLIC REFERENCE	Maintain a list of educational materials made available at the City's public library.	<p>Met goal. The following relevant stormwater educational materials were made 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>Available online through library catalog: 2014 Stormwater Management Program 2019 Stormwater Management Program</p>
1.7 SPECIAL EVENTS	Maintain a list of the special events where educational material is distributed.	<p>Met goal.</p> <p>11/5/2022 Burleson Fall Recycling Event</p> <p>4/01/2023 Spring Trash Bash</p> <p>4/22/2023 Earth Day</p> <p>7/25/2023 Texas Watershed Steward Workshop</p> <p>9/23/2023 Fall Trash Bash</p>
1.8 ELECTED OFFICIAL EDUCATION	Document when council is provided with updates on the SWMP.	Met goal. Council was updated about the status of our SWMP via the August 18 th weekly report.
1.9 BUSINESS EDUCATION	Maintain a list of businesses to which educational materials were distributed.	Met goal. "Dumpster Management" flyers mailed to 74 fast food restaurants. "Automotive Waste" flyers were mailed to 24 commercial automotive businesses.

<p>1.10 PRESENTATIONS</p>	<p>Maintain a list of presentations that were given on stormwater impacts.</p>	<p>Met goal. 7/25/2023 Texas Watershed Steward Workshop was held in conjunction with A&M AgriLife.</p>
<p>1.11 CONTRACTOR EDUCATION</p>	<p>Make educational materials on stormwater related issues available to construction site contractors. Document the number and type of materials made available.</p>	<p>Met goal. 4 Erosion control educational trifolds handed out with correction notices. 16 Steps to Obtain Construction Permits for Stormwater Discharges (RG-436) were sent to developers with early grading permit requests.</p>
<p>1.12 PRINTED MATERIAL</p>	<p>Make printed materials about stormwater issues available at designated city facilities. Document the number and type of materials distributed to those facilities.</p>	<p>Met goal. 50 Texas SmartScape bookmarks were made available at the Burleson Public Library. 100 "Doo the Right Thing" bookmarks were made available at the Burleson Animal Shelter. 20 "Lawn Care and Our Water Quality," 10 "Water Efficient Landscaping for North Texas," 10 "Guide to Yard Care," 10 "Clean Pipes are Green Pipes," and 30 "A Quick Guide to Recycling" brochures were made available at the City Service Center.</p>
<p>1.13 PUBLIC EDUCATION TASK FORCE</p>	<p>Document participation in the PETF.</p>	<p>Met goal. 3 Environmental Services personnel participated in the PETF. The PETF met 4 times during FY2023. City staff attended all 4 meetings.</p>
<p>1.14 PUBLIC NOTICE OF MEETINGS</p>	<p>Verify that the City council meetings comply with public notice requirements and include that information in annual reports to the TCEQ.</p>	<p>This is an administrative BMP. The City of Burleson is in compliance with Texas Government Code §551.043</p>

<p>1.15 PUBLISH NOTICE</p>	<p>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>	<p>The City of Burleson published 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.</p> <p>Notice was published for the 2019 permit on Wednesday, August 17, 2022.</p>
<p>1.16 STORMWATER REPORTING TELEPHONE NUMBER</p>	<p>Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues. Report the # of calls received.</p>	<p>Met goal. Documented three stormwater-related complaint calls via the reporting telephone number, nine stormwater complaints via Burleson 311, and three stormwater complaints via e-mail.</p>
<p>1.17 LARGE ANIMAL OWNER LIST</p>	<p>Create list of large animal owners to distribute educational materials.</p>	<p>Met goal. 36 flyers about large animal stormwater BMPs were mailed out.</p>
<p>1.18 CLEANUPS</p>	<p>Host at least one litter pick up event per year.</p> <p>Document the number of participants and the estimated pounds of litter and debris removed.</p>	<p>Exceeded goal. The city held 2 cleanup events with a total of 654 participants. Volunteers picked up an estimated 9,810 pounds of litter.</p>

1.19 ADOPT A STREET	Document program activities.	Met goal. 6 Adopt-A-Spot contracts were active during FY2023.
2.1 IDDE PROGRAM	Implement the IDDE program	<p>Met goal. The Illicit Discharge Detection and Elimination (IDDE) Program was implemented during Permit Year Three and 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 ID-2); • Document updates to the storm sewer map (see ID-9); • Number of illicit discharge investigations (see ID-4); • Documentation of the inspection and maintenance of the sanitary sewer system (see ID-5); • Number of on-site sewage facility applications, complaints, and enforcement actions (see ID-6); • Number of households utilizing the household hazardous waste program (see ID-7); • Number of illegal dumping investigations (see ID-8);
2.2 ILLICIT DISCHARGE ORDINANCE	Record applicable ordinances. Document and review revisions.	<p>Met goal. The following ordinance(s) are applicable to illicit discharge detection and elimination:</p> <ul style="list-style-type: none"> • Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" <p>There were no revisions in FY2023.</p>
2.3 ILLICIT DISCHARGE PLAN REVIEW	Document number of plans reviewed.	Met goal. Documented 288 Residential, 8 Commercial, 35 Commercial Remodel, and 14 Commercial Tenant Finish Out plans were reviewed for illicit connections.
2.4 ILLICIT DISCHARGE INVESTIGATIONS	Document number of illicit discharge investigations conducted.	Met goal. Documented a total of 7 IDDE investigations (two HAZMAT spills and 5 IDDE complaints).

<p>2.5 SANITARY SEWER OVERFLOW (SSO)</p>	<p>Document inspection and maintenance of the sanitary sewer system.</p>	<p>Met goal. Documented 357,952 feet of sewer cleaned and 96,254 feet of sewer videoed.</p>
<p>2.6 SEPTIC SYSTEMS</p>	<p>Document the number of applications received, the number of complaint activities and/or reported violations, and the number and types of enforcement actions taken.</p>	<p>Met goal. Tarrant County Public Health documented and reviewed 13 applications. There was one complaint-based case, with no violations issued.</p>
<p>2.7 HOUSEHOLD HAZARDOUS WASTE</p>	<p>Document the number of households that utilize the household hazardous waste collection program each year.</p>	<p>Met goal. 539 households utilized the household hazardous waste collection program in FY2023.</p>
<p>2.8 ILLEGAL DUMPING</p>	<p>Document the number of investigations conducted each year relating to illegal dump sites and waste dumped illegally down storm drains.</p>	<p>Met goal. There were 8 cases of illegal dumping resolved in FY2023 by Police and Code Enforcement.</p>

2.9 STORM SEWER MAP	Document updates to the City's storm sewer system map.	Met goal. Updated numbers for FY2023 are: 333,241 feet of Storm Pipe 17,664 feet of Culvert 416 Storm Manholes 1,857 Inlets 389 Outfall Points 135,644 feet of Storm Channels 154,080 feet of Waterways
3.1 EROSION AND SEDIMENT CONTROL ORDINANCE	Record applicable ordinances. Document review and revisions (if any) of ordinances.	Met goal. There are two sections of ordinance and zero revisions were made in FY2023. Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" Subdivision and Development Ordinance
3.2 CONSTRUCTION PLAN REVIEW	Document number of plans reviewed. Document number of Construction Site Notices and Notice of Intents received.	Met goal. Engineering reviewed 16 plans and received 8 CSNs/NOIs.
3.3 GRADING OPERATIONS	Document number of plans reviewed. Document number of permits issued.	Met goal. Engineering reviewed 16 grading plans and issued 16 Notices to Proceed.
3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT	Document number of inspections.	Met goal. Engineering documented 915 construction site inspections. Environmental Services documented 247 construction site inspections. 3 notices of violation were issued.
3.5 CITY INSPECTOR TRAINING	Document inspector training.	Met goal. 2 Engineering inspectors, 2 Environmental Services inspectors, and 1 Code Compliance officer attended stormwater inspector training in FY2023.
3.6 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Met goal. There were no revisions to the design standards manual in FY2023.

3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC	Verify implementation of BMPs PEI-16 and ID-1.	Met goal. PEI-16 and ID-1 are on track with SWMP goals.
4.1 POST CONSTRUCTION ORDINANCE	Record applicable ordinances. Document review and revisions (if any) of ordinances.	Met goal. Burleson Code of Ordinances Chapter 82, Section IV, "Stormwater Pollution Control" Subdivision and Development Ordinance No revisions in FY2023.
4.2 POST CONSTRUCTION PLAN REVIEW	Document number of plans reviewed.	Met goal. Engineering documented reviewing 16 plans for post construction stormwater regulation compliance.
4.3 DESIGN MANUAL	Document review and revisions (if any) to design standards manual.	Met goal. There were no revisions to the design standards manual in FY2023.
5.1 LANDSCAPE MANAGEMENT	Implement the landscape management plan.	Met goal. A Stormwater Pollution Prevention Plan for City operations, including landscape management, was reviewed and updated.
5.2 STREET SWEEPING	Document miles of roadway cleaned.	Met goal. Public Works documented 1,620 lane miles swept in FY2023.
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.	Met goal. No additional changes are necessary. Environmental discussed storage of de-icing materials with Public Works for future.
5.4 STORM SEWER CLEANING	Document storm sewer cleaning activities.	Met goal. Public Works documented 612 acres of drainage mowed in FY2023.

5.5 EQUIPMENT MAINTENANCE	Implement a management plan for structural and/or non-structural controls (if necessary).	Met goal. A Stormwater Pollution Prevention Plan for City operations, including Equipment Services, was reviewed. No revisions were made this year.
5.6 EMPLOYEE TRAINING	Implement comprehensive education program. Maintain records of training.	Met goal. Human Resources documented 60 employees were trained via our online stormwater training course in FY2023.
5.7 MATERIAL MANAGEMENT	Implement a plan for responsible material management.	Met goal. A Stormwater Pollution Prevention Plan for City operations including Facilities Maintenance, Equipment Maintenance, Parks Maintenance, and Golf Course Maintenance was reviewed and updated. The SWPPPs include best management practices for material management.
5.8 BACTERIAL CONTRIBUTION	Evaluate the extent that the City of Burleson MS4 contributes POC to impaired waters at a level of concern. Specifically Bacteria.	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. HAZMAT spills were reported via dispatch and responded to by Environmental Services 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 the Streets Division of Public Works, with a total of 1,620 lane miles swept during FY2023. 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 (July 2022) for bacteria as a Category 5c. There is no approved TMDL at this time.
 - No additional new impaired or TMDL water bodies have been identified in FY2023.
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 a focused BMP 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.

3. 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.

4. 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

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

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

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

- 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
5.8 BACTERIAL CONTRIBUTION	City staff participated with the Trinity River Authority in the development of a regional watershed protection plan for the Village Creek Lake Arlington watershed. https://www.trinityra.org/basin_planning/village_creek-lake_arlington_wpp/index.php
1.17 LARGE ANIMAL OWNER LIST	Large animal stormwater BMP educational mailer will help to reduce bacterial load.

2.6 SEPTIC SYSTEMS	OSSF Plan review and inspections help to make sure systems are properly installed and maintained 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.

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
2.8 Identification and abatement of illegal dumping.	Code Compliance, Environmental Services, and Police continue to identify and correct illegal dumping. There were 8 cases of illegal dumping addressed in FY2023.
2.5 Sanitary Sewer inspection and maintenance.	In order to prevent overflows 658,865 feet of sewer were cleaned and 17,101 feet of sewer were videoed in FY2023.
2.6 Septic system application review.	Tarrant county public health documented and reviewed 13 applications in FY2023. 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 expires on January 24, 2024. The TCEQ Local Government Assistance hotline advised that 2024 permitting will

likely be pushed back to August 2024. For the FY2024 reporting year (October 1, 2023 – September 30, 2024), we will plan to operate under an extension of our 2019 permit BMPs unless we receive alternate direction from TCEQ.

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.	Include one educational flyer as a utility bill insert. 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.
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.
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.

1.5 SOCIAL MEDIA ACCESS AND UTILIZATION	Disseminate information relating to stormwater issues on the City's social media sites.	Publish 15 stormwater related posts each year.	Increases participation in events like the trash bash and HHW collection events.
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.
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.	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 business category that may affect stormwater each year.	Distribute educational material to one (1) business category that may affect stormwater each year.	These targeted educational flyers help business owners improve their BMPs.

1.10 PRESENTATIONS	Provide presentations on stormwater impacts to public groups.	Provide at least one (1) stormwater educational presentation each year.	Educational presentations can result in behavioral changes that result in a reduction of pollutants.
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.	These targeted notices and pamphlets help builders improve their BMPs.
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.
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.	Participation leads to collaboration and results in more effective educational materials and ideas for events and presentations.

<p>1.14 PUBLIC NOTICE OF MEETINGS</p>	<p>Verify that the City council meetings comply with public notice requirements to receive public input into the stormwater program development and implementation.</p>	<p>Comply with public notice requirements for all required meetings and include information in annual reports to TCEQ.</p>	<p>Allows improved public participation.</p>
<p>1.15 PUBLISH NOTICE</p>	<p>Publish notice of the executive director's preliminary determination on the NOI and SWMP after receiving written instructions from TCEQ.</p>	<p>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>	<p>Not applicable for FY2024.</p>
<p>1.16 STORMWATER REPORTING TELEPHONE NUMBER</p>	<p>Maintain a telephone number for the receipt and consideration of public comments or complaints regarding stormwater issues.</p>	<p>Publish stormwater reporting telephone number in at least 15 stormwater social media posts each year.</p>	<p>The operation of a reporting hotline allows us to receive information about illicit discharges and respond to them.</p>

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.	These targeted educational materials may result in improved BMPs for large animal owners.
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.
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.
2.2 ILLICIT DISCHARGE ORDINANCE	Utilize stormwater ordinances to prohibit and eliminate illicit discharges. Revise ordinances 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 one fourth (1/4) of sanitary sewer system each year. Conduct video monitoring of one sixth (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 system. Note: Proposed change to this goal.	Routine maintenance helps prevent sanitary sewer overflow into the stormwater system.

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.
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 and 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.

<p>3.1 EROSION AND SEDIMENT CONTROL ORDINANCE</p>	<p>Utilize existing ordinances to enforce stormwater pollution prevention regulations during construction. Revise ordinances as needed.</p>	<p>Record applicable ordinances. Conduct one (1) department review of erosion and sediment control ordinances each year. Document any revisions as they are made.</p>	<p>Allows for enforcement of inadequate erosion controls.</p>
<p>3.2 CONSTRUCTION PLAN REVIEW</p>	<p>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.</p>	<p>Review 100% of construction site plans submitted. Document number of plans reviewed. Document number of Construction Site Notices and Notice of Intents received.</p>	<p>Ensures erosion control measures are adequate.</p>
<p>3.3 GRADING OPERATIONS</p>	<p>Continue to review plans and issue permits for early land grading operations.</p>	<p>Review 100% of grading operation plans submitted. Document number of plans reviewed. Document number of permits issued.</p>	<p>Ensures erosion control measures are adequate.</p>

<p>3.4 CONSTRUCTION SITE INSPECTION AND ENFORCEMENT</p>	<p>Conduct construction site inspections for compliance with stormwater regulations and City code. Enforce as necessary.</p>	<p>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.</p>	<p>Ensures erosion control measures are adequate.</p>
<p>3.5 CITY INSPECTOR TRAINING</p>	<p>Provide municipal construction site erosion control inspectors with regular training.</p>	<p>All City construction site erosion control inspectors will be provided with training at a minimum of once every three (3) years. New City construction site erosion control inspectors will be provided with training within twelve (12) months of their start date.</p>	<p>Ensures staff are aware of proper erosion control installation.</p>
<p>3.6 DESIGN MANUAL</p>	<p>Utilize the City's design standards manual to govern the design and installation of BMPs used during construction activities.</p>	<p>Conduct annual review of city's design standards manual. Document any revisions.</p>	<p>Allows for changes that improve stormwater quality.</p>

<p>3.7 RECEIPT AND CONSIDERATION OF INFORMATION SUBMITTED BY THE PUBLIC</p>	<p>Verify implementation of BMPs PEI-16 and ID-1.</p>	<p>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>	<p>Allows for public to present feedback on stormwater issues and concerns.</p>
<p>4.1 POST CONSTRUCTION ORDINANCE</p>	<p>Utilize ordinances to enforce requirements regarding post-construction runoff. Document enforcement action.</p>	<p>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.</p>	<p>Allows for tracking, investigation, and enforcement of construction discharges into the stormwater system. Allows inspectors to ensure long term stability of sediment.</p>
<p>4.2 POST CONSTRUCTION PLAN REVIEW</p>	<p>Continue existing program of reviewing site development plans for water quality considerations.</p>	<p>Review 100% of construction site plans received with consideration for post construction water quality impacts. Document number of plans reviewed.</p>	<p>Ensures erosion controls are adequate.</p>

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.	<p>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.</p> <p>Note: Proposed change to this goal.</p>	Prevents road debris from entering the stormwater system.

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 and application procedures in order to minimize risk of stormwater contamination. Maintain log of inspection. Revise and document as necessary.	Ensures municipal projects minimize stormwater impact.
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 and controls, and schedule any necessary maintenance or structural controls. Continue to follow good housekeeping and spill prevention practices at all facilities and update those practices when improvements can be made.	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:

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
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<p>2.5 SANITARY SEWER OVERFLOW (SSO)</p>	<p>Clean one fourth (1/4) of the sanitary sewer system each year. Conduct video monitoring of one sixth (1/6) of the sanitary sewer system each year. Address 100% of FOG complaints within 48 business hours. Document inspection and maintenance of the sanitary sewer system.</p>	<p><i>Revised Measurable Goal text:</i> Clean one fourth (1/4) of the sanitary sewer system each year. Conduct video monitoring of one sixteenth (1/16) of the sanitary sewer system each year. Address 100% of FOG complaints within 48 business hours. Document inspection and maintenance of the sanitary sewer system.</p> <p><i>Justification: BMP is currently infeasible. I believe "one sixth" (16.7%) was the result of a miscommunication between departments. After discussing with the Water Department, our current staffing and equipment allows us to video monitor approximately 7.5% of the 1.2 million linear feet of sanitary sewer line each year while running at peak capacity. Changing the measurable goal to "one sixteenth" (6.25%) is a more realistic and achievable goal, particularly if we experience any staff turnover or equipment failures. Planning to submit a separate NOC in January 2024.</i></p>
<p>5.2 STREET SWEEPING</p>	<p>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.</p>	<p><i>Revised Measurable Goal text:</i> Conduct regular maintenance sweeping on all city street construction and repair projects. Document miles of roadway cleaned.</p> <p><i>Justification: The Hot Shot program has been discontinued, as the City of Burleson now aims to sweep <u>every</u> street in the city 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. Planning to submit a separate NOC in January 2024.</i></p>

Note: If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible, and why the replacement BMP is expected to achieve the goals of the original BMP.

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

N/A

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):

16

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

___ Yes **X** 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): _____ Title: _____

Signature: _____ Date: _____

Name of MS4: City of Burleson