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

A. General Information

1. Permit No. **TXR040130** Annual Report Period: Aug. 13, 2011 – Aug. 12, 2012

   Name of MS4 / Permittee: **Jefferson County Drainage District No. 7 (Jefferson County Stormwater Quality Coalition)**

   Contact Name: **Phil Kelley** Telephone Number: **409-985-4369**

   Mailing Address: **P.O. Box 3244 Port Arthur, TX 77640**

   E-mail Address: **pkelley@dd7.org**

2. Is the named permittee relying on another entity/ies to satisfy some of its permit obligations? **X** Yes _____ No

   If Yes, provide the name(s) of other entity/ies and an explanation of their responsibilities (add more spaces or pages if needed):

   Name and Explanation:

The permittee is a participating member in the Jefferson County Stormwater Quality Coalition and is responsible for implementation of the SWMP in its entirety. However some of the activities are being conducted as a group, such as the development of public education materials, development of ordinances, guidance documents and procedures. The coalition consists of the City of Nederland, City of Groves, City of Port Neches, City of Port Arthur, Jefferson County and the Jefferson County Drainage District No. 7. The Jefferson County Drainage District No. 7 does rely on the Cities and County members of the coalition for enforcement of illicit discharge prohibitions, construction site plan review and inspections, post-construction control measures requirements and regulations. The Cities and County MS4 permit coverage areas completely contain the entire Jefferson County Drainage District No. 7 permit coverage area.

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

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

Permit Number: Permittee:

Permit Number: Permittee:

Permit Number: Permittee:

Permit Number: Permittee:

Permit Number: Permittee:

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

Explanation, if any

_____

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

B. SWMP Modifications and Additional Information.

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

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

_____

_____

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

N/A

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

N/A

2. The MS4 has annexed lands since obtaining permit coverage. _____ Yes **X** No

3. A receiving water body is newly listed as impaired or a TMDL has been established. _____ Yes **X** No

4. The MS4 has conducted analytical monitoring of stormwater quality. _____ Yes **X** No

Explain below or attach a summary to submit along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable. Be sure to include a discussion of results.

As a Phase II MS4 permittee, Jefferson County Drainage District No. 7 is not required by the permit to conduct analytical monitoring.

C. Narrative Provisions.

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

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	X		

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

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

   Provide explanation:

   The District selected the BMPs included in the SWMP based on the permit requirements included in each minimum control measure. The BMPs selected are currently considered appropriate for reducing the discharge of stormwater pollutants. The SWMP was reviewed by the TCEQ to determine if the SWMP met the MEP. The District created an addendum to the SWMP in response to the TCEQ comments.

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

MCM	BMP	Parameter	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes / No / Explain)
1	Flyers and Brochures	Number of materials distributed	240 After the Storm brochures and 740 Illegal Dumping brochures and 240 Solution to Pollution brochures	Materials	No
1	Impacts of Illegal Dumping and Littering	Number of materials distributed	240 After the Storm brochures and 740 Illegal Dumping brochures and 240 Solution to Pollution brochures	Materials	No
1	Distribute Materials to Local Schools	Number of materials distributed	600 stormwater educational bookmarks	Bookmarks	No

1	Education of Construction Site Personnel	Number of materials distributed	6 Posters, 240 Brochures, and Guidance Document	Materials	No
1	Public Service Announcements	Number of PSAs aired	4	PSAs	No
2	SWMP Committee	Number of Meetings	4	Meetings	No
2	Participate in Public Meetings	Number of Meetings	1	Meetings	No
3	MS4 Outfall Screening	Percentage of outfalls screened	Approximately 100% of total outfalls	Percent	Yes, locating and eliminating illicit discharges represents a direct reduction in pollutants.
3	Interagency Agreements	Number of enforcement referrals	0	Enforcement Referrals	Yes, enforcement referrals results in a direct reduction in pollutants.
4	Construction SWP3 Review and Permit Compliance	Number of permits issued	0	Permits	Yes, reviewing plans ensures that appropriate structural controls are being used to reduce pollution.
4	Construction Site Inspection	Number of inspections	0	Inspections	Yes, inspection of construction sites ensures that appropriate controls are in place and functioning properly to reduce pollution.
4	Construction Site Notice Posting	Quantity of Site Notices	0	Site Notices	No

5	Development Project Plan Review	Development Plans Reviewed	0	Plans	Yes, reviewing plans ensures that appropriate structural controls are being used to reduce pollution.
6	Litter/Garbage Collection	Volume of litter collected	960	Cubic Yards	Yes, conducting litter/garbage collection reduces the amount of floatables and other dumping related waste.
6	Pesticide and Herbicide Application	Number of licensed applicators	2	Licensed applicators	No
6	Vehicle and Equipment Maintenance	Number of Vehicles	71	Vehicles/Equipment	Yes, proper maintenance on vehicles/equipment reduces the amount of vehicle fluid discharged.
6	Spill Prevention Plans	Number of SPCC Plans	16	SPCC Plans	No
6	Employee Training Program	Number of employees trained	70	Employees	No
6	Disposal of Waste	Methods of Disposal	N/A	N/A	Yes, collected floatables and dirt/sediment removed from the drainage systems are disposed of in an approved landfill.
6	Storm Sewer System Maintenance	Length of Ditching Cleaned	70	Miles	Yes, sediment is removed from concrete channels and disposed of properly.
6	Maintain Municipally Owned Construction Sites	Maintenance work orders	0	Work Orders	Yes, ensuring that sediment controls are installed and working properly reduces the amount of sediment discharged to surrounding waters.

6	Municipal Parking Lots	Parking Lot Inspections	1	Inspections	Yes, ensuring that municipal parking lots are clean, reduces the amount of sediment and floatables discharged to surrounding waters.

Or, provide explanation below:

N/A

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

The implementation of the SWMP is currently in compliance with the implementation schedule. No significant obstacles or challenges have been encountered thus far.

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

0

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

If Yes, then provide the following information:

a. The number of municipal construction activities authorized under this general permit: **N/A**

b. The total number of acres disturbed for municipal construction projects: **N/A**

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

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

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

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

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

      a) 240 After the Storm brochures, 740 Illegal Dumping brochures, 240 Solution to Pollution brochures and 600 bookmarks were printed and made available to the public, 6 educational posters on construction activities were displayed, a guidance document was made available to construction site personnel covering construction site runoff issues, and a Jefferson County Stormwater Quality Coalition website was developed and made available. The coalition paid for the production and airing of 4 Public Service Announcements concerning Stormwater Quality.

      b) After the Storm brochures, Illegal Dumping brochures, Solution to Pollution brochures and posters were displayed at the district office and surrounding city halls and were available for all target audiences including visitors, residents, business owners, etc (Estimated $700). The guidance document was developed to target all personnel involved in construction activity and the website was designed to help educate all target audiences(Estimated $3,000). The Public Service Announcements were aired on local TV channels and were designed to target all audiences ($5,000).

      c) N/A

8. Describe any proposed changes to the SWMP in the coming reporting year.

   SWMP will be revised once the pending draft Phase II MS4 permit becomes effective to address new permit requirements.

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

Jefferson County Drainage District No. 7 has implemented all best management practices included in their SWMP and is in full compliance with the TBDES General Permit No. TXR040000. The District will continue to implement all current BMPs until the Phase II MS4 permit is renewed and becomes effective. The chart below shows the complete implementation schedule for the first permit term.

MCM	BMP	Full Implementation by End of
1	Flyers and Brochures	Year 4
1	Impacts of Illegal Dumping and Littering	Year 3
1	Distribute Materials to Local Schools	Year 3
1	Education of Construction Site Personnel	Year 2
1	Public Service Announcements	Year 4
2	SWMP Committee	Year 4
2	Conduct Public Hearings	Year 4
3	Maintain and update the MS4 Outfall Inventory Map	Year 4
3	MS4 Outfall Screening (Dry Weather Screening of Outfalls)	Year 2
3	Interagency Agreements	Year 3
4	Construction SWP3 Review and Permit Compliance	Year 2
4	Construction Site Inspection	Year 2
4	Construction Site Notice Posting	Year 3
5	Development Project Plan Review	Year 3
5	Inspection of Post Construction Control Measures	Year 4
6	Litter Collection	Year 3
6	Pesticide and Herbicide Application	Year 2
6	Vehicle and Equipment Maintenance	Year 4
6	Spill Prevention Plans	Year 3
6	Employee Training Program	Year 3
6	Disposal of Waste	Year 2
6	Maintenance Office and Stockpile Material Storage Areas	Year 3
6	Storm Sewer System Maintenance	Year 4
6	Maintain Municipally Owned Construction Sites	Year 4
6	Municipal Parking Lots	Year 4

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

Table 1 – BMP Status

MCM(s)	BMP	Year 5 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1	Flyers and Brochures	Prepared and made available 240 After the Storm brochures and 740 Illegal Dumping brochures and 240 Solution to Pollution brochures	No	8/12/2011	Full implementation
1	Impacts of Illegal Dumping and Littering	Prepared and made available 240 After the Storm brochures and 740 Illegal Dumping brochures and 240 Solution to Pollution brochures	No	8/12/2010	Full implementation
1	Distribute Materials to Local Schools	Prepared and made available 600 bookmarks.	No	8/12/2010	Full implementation
1	Education of Construction Site Personnel	Developed construction guidance document, posted 6 construction posters, and made available 240 After the Storm brochures.	No	8/12/2009	Full implementation
1	Public Service Announcements	Produced and aired 4 public service announcements on local TV channels concerning stormwater quality.	No	8/12/2011	Full implementation
2	Participate in SWMP Committee	Participated in 4 SWMP committee meetings.	No	8/12/2011	Full implementation

2	Participate in Public Meetings	Conducted 1 public meeting to discuss the importance of storm water quality with residents.	No	8/12/2011	Full implementation
3	Maintain and update the MS4 Outfall Inventory	Approximately 100% of the outfalls have been mapped.	No	8/12/2011	Full implementation
3	MS4 Outfall Inspection (Dry Weather Inspection	Approximately 100% of outfalls have been dry weather screened.	No	8/12/2009	Full Implementation
3	Interagency Agreements	Ordinance adopted by Jefferson County Storm Water Quality Coalition.	No	8/12/2010	Full implementation
4	Construction SWP3 Review and Permit Compliance	All applicable construction SWP3s are reviewed for permit compliance. No construction sites were reviewed in year 5.	No	8/12/2009	Full implementation
4	Construction Site Inspection	All applicable construction sites that are issued permits are inspected. There were no construction sites issued a permit in year 5.	No	8/12/2009	Full implementation
4	Construction Site Notice Posting	Jefferson County DD7 had no construction projects that required the posting of a construction site notice during year 5.	No	8/12/2010	Full implementation
5	Development Project Plan Review	The District did not have any development projects during Year 5.	No	8/12/2010	Full implementation

5	Inspection of Post Construction Control Measures	The Drainage District has a construction inspection program and will inspect all applicable post construction control measures as they are developed. The District inspected 9 control measures.	No	8/12/2011	Full implementation
6	Litter/Garbage Collection	The District conducts garbage/litter collection to reduce floatable materials. 960 cubic yards of floatables were collected by the District.	No	8/12/2010	Full implementation
6	Pesticide and Herbicide Application	District has appropriate licensing for personnel responsible for applications.	No	8/12/2009	Full Implementation
6	Vehicle and Equipment Maintenance	The district operates and properly maintains 71 vehicles/equipment.	No	8/12/2011	Full implementation
6	Spill Prevention Plans	The Drainage District maintains SPCC plans at all applicable facilities.	No	8/12/2010	Full implementation
6	Employee Training Program	The District has developed a training program and trained 70 employees in currently.	No	8/12/2010	Full implementation
6	Disposal of Waste	Collected floatables and dirt/sediment removed from the drainage systems are disposed of in an approved landfill.	No	8/12/2009	Full Implementation
6	Maintenance Office and Stockpile Material Storage Areas	Coalition has developed pollution prevention plans for maintenance offices and stockpile material storage areas.	No	8/12/2010	Full implementation

6	Storm Sewer System Maintenance	The district cleaned/maintained 70 miles of concrete channels during permit year 5.	No	8/12/2011	Full implementation
6	Maintain Municipally Owned Construction Sites	The district maintains all erosion and sediment controls at municipally owned construction sites.	No	8/12/2011	Full implementation
6	Municipal Parking Lots	District owned parking lots are inspected regularly to ensure that they are free of floatables and sediment.	No	8/12/2011	Full implementation

Table 2 – Measurable Goals Status

MCM(s)	BMP	Measurable Goal(s)	Success	Proposed Changes (submit NOC as needed)
1	Flyers and Brochures	Distribute or post at least 2 types of available brochures per year (years 4 & 5)	Met	No Changes
1	Impacts of Illegal Dumping and Littering	Distribute or post at least 2 types of available brochures per year (years 3,4,5)	Met	No Changes
1	Distribute Materials to Local Schools	Ensure at least 1 type of material is distributed annually to the local schools (years 3,4,5)	Met	No Changes
1	Education of Construction Site Personnel	Make available to construction site personnel at least 1 guidance on construction site runoff issues each year (years 2,3,4,5)	Met	No Changes

1	Public Service Announcements	Provide at least 1 PSA to be aired by the local media whenever possible at least once per permit term (years 4,5)	Met	No Changes
2	Participate in SWMP Committee	Invite local groups to participate at least once per permit term (years 4, 5)	Met	No Changes
2	Participate in Public Meetings	Invite local group to attend public meetings and perform public meetings at least once per permit term (years 4, 5)	Met	No Changes
3	Maintain and update the MS4 Outfall Inventory Map	Conduct 1 review of the map per permit term. (years 4,5)	Met	No Changes
3	MS4 Outfall Inspection (Dry Weather Screening of Outfalls)	Screen 100% of the outfalls once per permit term. (25% per year) (years 2,3,4,5)	Met	No Changes
3	Interagency Agreements	Refer enforcement actions to local agencies with adequate legal authority. (years 3,4,5)	Met	No Changes
4	Construction SWP3 Review and Permit Compliance	Review construction plans that will result in the disturbances of greater than or equal to one acre, or are part of a common plan of development or sale that will result in the disturbance of one or more acres for compliance with the local construction regulations on an as needed basis (years 2,3,4,5)	Met.	No Changes

4	Construction Site Inspection	Conduct inspections according to the local construction regulations (years 2,3,4,5)	Met	No Changes
4	Construction Site Notice Posting	Post an appropriate site notice at each district construction site subject to the TCEQ Construction General Permit (years 3,4,5)	Met	No Changes
5	Development Project Plan Review	Review construction plans for the inclusion of appropriate post-construction controls on an as needed basis (years 3,4,5)	Met	No Changes
5	Inspection of Post Construction Control Measures	Conduct at least 1 inspection of control measures per permit term (years 4,5)	Met	No Changes
6	Litter Collection	Collect litter at least once per year for each identified area included in the program (years 3,4,5)	Met	No Changes
6	Pesticide and Herbicide Application	Maintain at least 1 licensed applicator if herbicide or pesticide is to be applied (years 2,3,4,5)	Met	No Changes
6	Vehicle and Equipment Maintenance	Perform inspections and maintenance activities as indicated by manufacturer's	Met	No Changes

		specifications (years 4, 5)		
6	Spill Prevention Plans	Maintain SPCC plans for permittee owned facilities requiring SPCC plans (years 3,4,5)	Met	No Changes
6	Employee Training Program	Conduct at least one training program per permit term (years 3,4,5)	Met	No Changes
6	Disposal of Waste	Properly dispose of waste materials on a routine basis (years 2,3,4,5)	Met	No Changes
6	Maintenance Office and Stockpile Material Storage Areas	Conduct an inspection of each pollution prevention plan at least once per permit term (years 3,4,5)	Met	No Changes
6	Storm Sewer System Maintenance	Inspect/maintain approximately 50% of the system per year (years 4,5)	Met	No Changes
6	Maintain Municipally Owned Construction Sites	Inspect and maintain municipally owned construction sites as required by the TCEQ Construction General Permit (years 4,5)	Met	No Changes
6	Municipal Parking Lots	Inspect/maintain municipal parking areas at least once per year (years 4,5)	Met	No Changes

Certification

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

Name (printed): _____ Title: _____

Signature: _____ Date: _____

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

Re: Phase II MS4 Annual Report Transmittal for Jefferson County Drainage District No. 7
TPDES Permit Number: TXR040130

Dear Ms. Villalba:

This letter serves to transmit the Year 5 Annual Report for the Texas Pollutant Discharge Elimination System (TPDES) Small Municipal Separate Storm Sewer System (MS4) General Permit, Authorization Number TXR040130 for Jefferson County Drainage District No. 7.

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

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

Sincerely,

John Concienne, CPESC
Environmental Project Manager
Carroll & Blackman, Inc.