

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

A. General Information

1. Permit No. TXR040256 Annual Report Period: Aug. 13, 2009 – Aug. 12, 2010

Name of MS4 / Permittee: The Woodlands Joint Powers Agency (TWJPA)

Contact Name: Michael O. Mooney, P.E.

Telephone Number: (281) 367-1271

Mailing Address: 2455 Lake Robbins Drive, The Woodlands, Texas 77380

E-mail Address: mmooney@wjpa.org

2. Is the named permittee relying on another entity/ies to satisfy some of its permit obligations? 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: See Attachment A

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

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

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

Explanation, if any NA

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

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

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

Attachment B (Copy of Notice of Change)

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

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

4. The MS4 has conducted analytical monitoring of storm water quality. Yes 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, WJPA 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.	<input checked="" type="checkbox"/>		
Permittee is currently in compliance with recordkeeping and reporting requirements.	<input checked="" type="checkbox"/>		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	<input checked="" type="checkbox"/>		

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 storm water?

_____ Yes No

Provide explanation: NA

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:

NA.

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.:

Attachment B (Copy of Notice of Change)

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:

WJPA received 1 construction site notice during Permit Year 3.

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

If Yes, then provide the following information:

- a. The number of municipal construction activities authorized under this general permit: NA
- b. The total number of acres disturbed for municipal construction projects: NA

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. See Attachment C
- b. Also for MCM 1, provide documentation of the amount of resources used to address each group (e.g., visitors, businesses, etc.). See Table 2 BMP Status, MCM 1, page 7
- c. For MCM 3 – Illicit Discharge Detection and Elimination (IDDE), indicate whether you have developed a list of allowable non-storm water 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. NA

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

Attachment B (Copy of Notice of Change)

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

Table 1 - BMPs Planned for Permit Year 4

MCM	BMP	Full Implementation by End of
1	Water Utility Bill Inserts	Year 4
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
2	Participate in Public Meetings	Year 4
2	Support the Programs by the Community Associations of the Woodlands	Year 2
2	Storm Drain Stenciling or Appliqués or Castings	Year 5
3	Maintain and update the MS4 Outfall Inventory Map	Year 4
3	MS4 Outfall Screening (Dry Weather Screening of Outfalls)	Year 5
3	Enforce the Existing Policy Prohibiting Illicit Discharges	Year 2
4	Construction SWP3 Review and Permit Compliance	Year 5
4	Construction Site Inspection	Year 5
4	Construction Site Notice Posting	Year 4
5	Development Project Plan Review	Year 5
5	Inspection of Post-Construction Control Measures	Year 5
5	Post-Construction Control Policy	Year 5
6	Vehicle and Equipment Maintenance	Year 4
6	Employee Training Program	Year 5
6	Disposal of Waste	Year 2
6	Field Office and Stockpile Material Storage Areas	Year 3
6	Storm Sewer System Maintenance	Year 4
6	Maintain MUD Owned Construction Sites	Year 4
6	WJPA Parking Lots	Year 4

D. Storm Water 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 2 – BMP Status

MCM(s)	BMP	Year 2 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1	Water Utility Bill Inserts	Not Due Yet	No	NA	Not started / Implementation Not Due until Year 4.
1	Flyers and Brochures	<p>The following flyers and brochures were made available at the WJPA Office:</p> <ul style="list-style-type: none"> ▪ 250 EPA <i>After the Storm</i> brochures <p>(Please see Attachment C for copies of public education materials)</p>	No	Year 2 8/12/2009	Started Early / continued implementation
1	Impacts of Illegal Dumping and Littering	<p>The following flyers and brochures were made available at the WJPA Office:</p> <ul style="list-style-type: none"> ▪ 250 EPA <i>After the Storm</i> brochures ▪ 250 <i>Help Stop Illegal Dumping</i> brochures <p>(Please see Attachment C for copies of public education materials)</p>	No	Year 2 8/12/2009	Started Early / continued implementation

MCM(s)	BMP	Year 2 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
1	Distribute Materials to Local Schools	<ul style="list-style-type: none"> ▪ 562 EPA What's Wrong with this Picture (Please see Attachment C for copy of public education materials)	No	Year 3 8/12/2010	In Progress / continued full implementation.
1	Education of Construction Site Personnel	<ul style="list-style-type: none"> ▪ Posted 1 EPA "Stormwater and the Construction Industry" poster at the WJPA office ▪ Developed a Construction Guidance Document 	No	Year 2 8/12/2009	In Progress / continued full implementation.
2	Participate in Public Meetings	Not Due Yet	No	NA	Not started / Implementation Not Due until Year 5.
2	Support the Programs by the Community Associations of the Woodlands	WJPA supports the Community Associations of the Woodlands by providing monetary and in-kind services towards its programs.	No	Year 2 8/12/2009	In Progress / continued full implementation.

MCM(s)	BMP	Year 2 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
2	Storm Drain Stenciling or Appliqués or	WJPA has started the storm drain stenciling program and marked approximately 70 % of the system.	No	Year 2 8/12/2009	Started Early/ continued full implementation.
3	Maintain and update the MS4 Outfall Inventory Map	Approximately 50% of the outfalls have been mapped.	No	Year 2 8/12/2009	In Progress / Started Early as required to complete dry weather screening
3	MS4 Outfall Screening (Dry Weather Screening of Outfalls)	Approximately 50% of the outfalls have been dry weather screened.	No	Year 2 8/12/2009	In Progress/ continued full implementation.
3	Enforce the Existing Policy Prohibiting Illicit Discharges	There were no enforcement/corrective actions issued under Policy No. ENF-10 during the permit year.	No	Year 2 8/12/2009	In Progress/ continued full implementation.
4	Construction SWP3 Review and Permit Compliance	Attachment B <i>Notice of Change</i> Please note that the WJPA has developed a construction guidance document during Permit Year 2.	Yes	Year 2 8/12/2009	NOC Submitted
4	Construction Site Inspection	Attachment B <i>Notice of Change</i>	Yes	NA	NOC Submitted
4	Construction Site Notice Posting	Not Due Yet	No	NA	Not started / Implementation Not Due until Year 4.

MCM(s)	BMP	Year 2 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
5	Development Project Plan Review	<p style="text-align: center;"><i>Attachment B Notice of Change</i></p> <p>Please note that the WJPA has developed a guidance document for the selection and incorporation of post construction controls.</p>	Yes	Year 2 8/12/2009	NOC Submitted
5	Inspection of Post-Construction Control Measures	<p style="text-align: center;"><i>Attachment B Notice of Change</i></p>	Yes	NA	NOC Submitted
5	Post-Construction Control Policy	<p style="text-align: center;"><i>Attachment B Notice of Change</i></p> <p>WJPA has started implementation of this BMP early and has developed a draft storm water protection rate order to regulate construction, post-construction and illicit discharges.</p>	Yes	Year 2 8/12/2009	NOC Submitted

6	Vehicle and Equipment Maintenance	The WJPA currently inspects and maintains 24 equipment, 16 vehicles and 3 trailers.	No	Year 3 8/12/2010	Started Early/ continued full implementation.
MCM(s)	BMP	Year 2 Milestones	New or Revised	Start Date	Status / Completion Date (completed, in progress, not started)
6	Employee Training Program	WJPA organized a Storm Water Training on November 3, 2010 for employees and contractors responsible for District operations.	No	Year 3 8/12/2010	In Progress / Full Implementation
6	Disposal of Waste	WJPA disposes all floatables at an approved landfill. Dirt and sediment removed from drainage systems are re-used.	No	Year 2 8/12/2009	In Progress / Full Implementation
6	Field Office and Stockpile Material Storage Areas	The District has developed a standard pollution prevention plan for the Maintenance Office and Stockpile Material Storage Areas.	No	Year 3 8/12/2010	In Progress/ continued Implementation
6	Storm Sewer System Maintenance	Not Due Yet	No	NA	Not started / Implementation Not Due until Year 4.
6	Maintain MUD Owned Construction Sites	Not Due Yet	No	NA	Not started / Implementation Not Due until Year 4.
6	WJPA Parking Lots	Not Due Yet	No	NA	Not started / Implementation Not Due until Year 4.

Table 3 - Measurable Goals Status

MCM	BMP	Measurable Goals	Success	Proposed Changes (submit NOC as needed)
1	Water Utility Bill Inserts	Mail at least 1 type of available material per year (years 4 & 5)	Not Due Yet	No Changes
1	Flyers and Brochures	Distribute or post at least 2 types of available brochures per year (years 4 & 5)	Started Early Goal 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)	Goal 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)	Goal 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)	Goal 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)	Not Due Yet	No Changes
2	Support the Programs by the Community Associations of the Woodlands	Provide support to the association's programs (years 2, 3, 4, 5)	Goal Met	No Changes
2	Storm Drain Stenciling or Appliqués or Castings	Implement the Program by Year 5 (year 5)	Goal Met	No Changes

3	Maintain and update the MS4 Outfall Inventory Map	Conduct 1 review of the map per permit term. (years 4)	Goal Met	No Changes
3	MS4 Outfall Screening (Dry Weather Screening of Outfalls)	Screen 100% of the outfalls once per permit term. (25% per year) (years 2, 3, 4, 5)	Goal Met	No Changes
3	Enforce the Existing Policy Prohibiting Illicit Discharges	Enforce Policy No. ENF-10 as needed. (years 2, 3, 4, 5)	Goal Met	No Changes
4	Construction SWP3 Review and Permit Compliance	Review TWJPA 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 TCEQ CGP on an as needed basis (year 5)	See Attachment B	NOC Submitted
4	Construction Site Inspection	Conduct inspections according to the TCEQ CGP (year 5)	See Attachment B	NOC Submitted
4	Construction Site Notice Posting	Post an appropriate site notice at each TWJPA construction site subject to the TCEQ Construction General Permit (years 4, 5)	Not Due Yet	No Changes
5	Development Project Plan Review	Review construction plans for the inclusion of appropriate post-construction controls on an as needed basis (year 5)	See Attachment B	NOC Submitted
5	Inspection of Post-Construction Control Measures	Conduct at least 1 inspection of control measures per permit term (year 5)	See Attachment B	NOC Submitted

5	Post-Construction Control Policy	Enforce the Post-Construction Control Policy as needed ((year 5)	See Attachment B	NOC Submitted
6	Vehicle and Equipment Maintenance	Perform inspections and maintenance activities as indicated by manufactures specifications (years 4, 5)	Started Early/ Goal Met	No Changes
6	Employee Training Program	Conduct at least one training program per permit term (years 3, 4, 5)	Goal Met	No Changes
6	Disposal of Waste	Properly dispose waste materials on a routine basis (years 2, 3, 4, 5)	Goal Met	No Changes
6	Field Office and Stockpile Material Storage Areas	Conduct an inspection of each pollution prevention plan once per permit term (years 3)	Goal Met	No Changes
6	Storm Sewer System Maintenance	Inspect/maintain approximately 20% of the system per year (years 4, 5)	Not Due Yet	No Changes
6	Maintain MUD Owned Construction Sites	Inspect and maintain municipally owned construction sites as required by the TCEQ Construction General Permit (years 4, 5)	Not Due Yet	No Changes
6	WJPA Parking Lots	Inspect/maintain municipal parking areas at least once per year (years 4, 5)	Not Due Yet	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: _____

Attachment A

Phase II (Small) MS4 Annual Report (A.2)

**Permit No. TXR040256
Woodlands Joint Powers Agency**

Attachment A
Phase II (Small) MS4 Annual Report (A.2)

The Woodlands Joint Powers Agency, Permit No. TXR040256 (WJPA) and Montgomery County, Permit No. TXR040348 (County) have formed a Coalition to work together in implementing TPDES Phase II (Small) MS4 General Permit No. TXR040000 and their respective Storm Water Management Programs (SWMPs).

Coalition members rely on each other to implement best management practices including outfall mapping and dry weather screening, guidance materials development and public education material production costs. Coalition members are also assisting each other in elimination and detection of illicit discharges originating from one another's MS4.

The WJPA and the County are currently in compliance with the implementation schedules and measurable goals established in their approved SWMPs.

Attachment B

Notice of Change

Phase II (Small) MS4 Annual Report (B.1.c.; B.5.; B.9.)

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Attachment C

Public Education Materials

Phase II (Small) MS4 Annual Report (C.7.a)

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