

<b>MCM-1 PUBLIC EDUCATION, OUTREACH AND INVOLVEMENT</b>							
<b>Best Management Practices</b>	<b>BMP Description</b>	<b>Measurable Goals</b>	<b>Implementation Year</b>				
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>BMP 1.1 Public Notice Requirements</b>	Compliance with state and local public notice requirements when implementing a public involvement/participation program.	Provide public notice in local newspaper for permit renewal per the process stated by TCEQ within 30 days of approval from TCEQ.	<b>X</b>				
		Post TCEQ approved SWMP and Annual Reports on City website (www.rockwall.com) within 30 days after approval by TCEQ.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>BMP 1.2 NCTCOG Public Education Task Force (PETF)</b>	Support and participate in the Regional Storm Water Management PETF by utilizing the NCTCOG educational materials for public outreach activities.	Distribute NCTCOG educational information each November. Track and document the campaign efforts.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>BMP 1.3 SWMP Annual Review</b>	Permittees shall review the SWMP annually and update it as necessary.	The SWMP shall be reviewed in December.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>BMP 1.4 Industrial and Commercial Education</b>	Distribute storm water quality and SWMP information to industrial facilities regulated by TCEQ.	Distribute information once per year, in November, to industrial and commercial businesses.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

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<b>BMP 1.5 Construction/Post-Construction Handout</b>	"Construction Notes" Handout describes erosion and sediment control, and storm water permit and management requirements for construction/post-construction activities. Handout is distributed at pre-construction meetings.	Review Construction Notes document each December and distribute in all pre-construction meetings.	X	X	X	X	X
		Provide link for the Construction Notes on the City's website (www.rockwall.com)	X				
<b>BMP 1.6 City Storm Water Webpage via NCTCOG</b>	Inform the public about storm water issues through a link to the NCTCOG Storm Water website. Inform visitors to the City through a link in the City's visitors information webpage.	Utilize NCTCOG tracking of hits as a method to tracks 100% of the site visits. Every December, request the number of website hits from NCTCOG annually.	X	X	X	X	X
<b>BMP 1.7 Education for Elected Officials</b>	Provide information to City Council on storm water requirements and City's MS4 program.	Educate City Council on storm water requirements and program updates each November.	X	X	X	X	X
<b>BMP 1.9 Storm Inlet Markers</b>	Place storm inlet markers on local storm drains to increase awareness and to prevent dumping into the storm drainage system.	Distribute and track inlet markers installed to all new construction projects. Update list each December	X	X	X	X	X

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<b>BMP 1.10 Illicit Discharge</b>	Provide public with means to report illicit discharge activities with an option on the Street and Drainage Service Request page on City website. Include 24 hour phone numbers.	Track 100% of tips received from website for Illicit Discharge. Compile the call list each December	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
		Track 100% of phone calls received regarding IDDE as they come in. Compile the list each December	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
		Track 100% of phone calls received. Compile the list each December.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

<b>MCM-2 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)</b>							
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<b>BMP 2.1 Storm Sewer Map</b>	Update the Storm Sewer Map showing the location of all newly constructed outfalls and waters of the U.S. receiving discharges from the	Obtain GPS coordinates of new outfalls. Update outfall map each January.	X	X	X	X	X
		Update maps each year for the annual report in January.	X	X	X	X	X
<b>BMP 2.2 Municipal Employee Training</b>	Train any department field personnel that may come in contact with illicit discharges.	Each December, train municipal employees about illicit discharges.	X	X	X	X	X
		Maintain written procedures for responding to Illicit Discharge calls update each December	X	X	X	X	X
<b>BMP 2.3 Illicit Discharge Ordinance</b>	Review existing ordinances or develop ordinances to prohibit non-storm water discharges into the storm sewer	Review all existing City ordinances relating to illicit discharges in Decmeber.	X	X	X	X	X
<b>BMP 2.4 Identify Allowable Non-storm Water Discharges</b>	Assess potential impact of allowable non-storm water discharges to determine potential pollution contribution. Based on assessment, determine if any allowable non-storm water discharge should be prohibited.	Review the impact of the current allowable non-storm water discharges in the general permit and determine if revisions are needed in December.	X				
		Post information on allowable non-storm water discharges on the City website within 30 days of approval from TCEQ for the MS4 permit.	X				
<b>BMP 2.5 On-Site Sewage Disposal Systems</b>	Maintain procedures to prevent and correct leaking of on-site sewage disposal systems.	Review current program in its entirety and make required changes in Decmeber.	X	X	X	X	X

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BMP 2.6 Prevention of Illicit Discharges	Provide programs that support mechanisms to prevent illicit discharges.	Hazardous Waste collection of household hazardous waste happens upon request from the homeowner. Place the number to call on the City's website and verify in December.	X	X	X	X	X
		Collect recyclable materials (newspaper, magazines and clear plastic bottles) weekly and transport to a material recovery facility. Gather totals each January.	X	X	X	X	X
		Provide 24 hour phone numbers and illicit discharge reporting options on the City website. Track 100% of phone calls and reports sent in from website. Update report each January.	X	X	X	X	X
		Implement the Illicit Discharge/Dumping Response Plan for 100% of calls received.	X	X	X	X	X
BMP 2.7 Reduction of Floatables (Trash)	To trace and remove the source of an illicit Discharge	Tracing is done by on of the following methods: visual inspections, dye testing, smoke testing and televising/video inspections.	X	X	X	X	X
		Record the source for 100% of the of the illicit discharges.	X	X	X	X	X
		Remove source in accordance to the City's Spill/Illicit Discharge Response Plan	X	X	X	X	X
	Provide programs that support removing floatables.	Track days when crews removed trash from outfalls specifically. List is compiled each January.	X	X	X	X	X
BMP 2.8 TCEQ Impaired Waters List	Review of TCEQ Impaired Waters List	Each January review the Impaired Waters list from TCEQ to see if any waters in the permit area have been added.	X	X	X	X	X

MCM-3 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL							
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			1	2	3	4	5
<b>BMP 3.1 Implement Design and Control Standards</b>	The mechanism for implementation of requirements is achieved during the coordination process with contractors that starts at pre-construction meetings and continue through the life of the project to insure proper O&M.	Conduct pre-construction meetings for all proposed new construction projects to provide design compliance guidelines to contractors prior to releasing plans for construction. Compile list of projects each January.	X	X	X	X	X
		Conduct inspections weekly and follow-up on complaints on construction sites. Follow up by providing recommendations on modifications/improvement of contractor's BMPs and O&M practices.	X	X	X	X	X
<b>BMP 3.3 Construction Plans Review</b>	Provide plan review procedures for all construction drawing sets to ensure adequate TCEQ storm water management measures prior to being released for construction.	Before releasing any project, track the received SWPPPs, NOIs and City erosion policies prior to releasing plans for construction.	X	X	X	X	X
<b>BMP 3.4 Construction/Post-Construction Handout</b>	"Construction Notes" Handout describes erosion and sediment control, and storm water permit and management requirements for construction/post-construction activities. Handout is distributed at	Each January update Construction Notes document and distribute in pre-construction meetings.	X	X	X	X	X
		Provide a link for the Construction Notes on the City's website within 30 days of approval from TCEQ.	X				

MCM-4 POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT							
Best Management Practices	BMP Description	Measurable Goals	Implementation Year				
			1	2	3	4	5
<b>BMP 4.1 Final Inspection</b>	Final field inspection is conducted once construction is complete. Verification of compliance to plans and specifications which includes site stabilization and installation of proposed controls is conducted during this inspection.	Conduct field inspections for completed construction sites daily to verify compliance to plans and specifications, including site stabilization before releasing the project as complete.	X	X	X	X	X
		Issue "Letters of Acceptance" for all sites once they comply with plans and specifications (including site stabilization). The completed project total shall be compiled annually.	X	X	X	X	X
		Follow up with the contractors weekly about complaints and observations in the field to insure long term O&M.	X	X	X	X	X
<b>BMP 4.2 Maintain Records of Enforcement Actions</b>	Database of records will be kept for each enforcement action taken for illicit discharges.	Each January compile 100% of illicit discharges cases reported to the City and track the enforcements that took place on each of these cases.			X	X	X
<b>BMP 4.3 Illicit Discharge/Dumping Response Plan</b>	Direct the public to report any illegal dumping or illicit discharge through the Public Works Service Center phone number or as directed on the City website.	Provide 24 hour phone numbers and illicit discharge reporting options on the City website.	X	X	X	X	
		Track 100% of phone calls and reports sent in from website.	X	X	X	X	
		Implement the Illicit Discharge/Dumping Response Plan for every call received.	X	X	X	X	
<b>BMP 4.4 Construction/Post-Construction Handout</b>	"Construction Notes" Handout describes erosion and sediment control, and storm water permit and management requirements for construction/post-construction activities. Handout is distributed at	Each December update Construction Notes document and distribute in pre-construction meetings.	X	X	X	X	
		Provide a link for the Construction Notes on the City's website.	X	X	X	X	

MCM-5 POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS							
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<b>BMP 5.1 City Owned Facilities and Control Inventory</b>	Develop and maintain an inventory of facilities and storm water controls that are operated by the City in accordance with TCEQ.	Update inventory of City owned and operated facilities each January.	X	X	X	X	X
		Identify 100% of pollutants of concern. Update list each January.	X	X	X	X	X
		Update map of MS4 City owned facilities and storm water controls each January.	X	X	X	X	X
<b>BMP 5.2 Municipal Employee Training</b>	Use training materials developed by NCTCOG for City employee training.	Watch the DVDs: "Fleet Maintenance and Materials Handling"; Series: "Preventing Storm Water Pollution- What can we do?" each November	X	X	X	X	X
		Two construction inspectors are sent to Storm Water Pollution Prevention course with NCTCOG. The employees and dates of training are documented upon completion.	X	X	X	X	X
		Each Decmeber, evaluate strategy for training existing employees.	X	X	X	X	X
<b>BMP 5.3 Contractor Oversight</b>	Ensure contractors hired by City for work within City owned facilities comply with storm water control measures and good housekeeping practices.	Update all City Contract documents to include storm water protection for hired contractors each January.	X	X	X	X	X
	Ensure contractors hired by City for work within City owned facilities comply with storm water control measures and good housekeeping practices.	Develop a plan and procedure to provide oversight of contractor activities. Update the plan each January.	X	X	X	X	X



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<b>BMP 5.4 Pollution Prevention for Operations and Maintenance personnel.</b>	Review current municipal operations and areas to identify potential sources of storm water pollution. Pollutant sources will be prioritized and any current good housekeeping practices and/or BMPs will be evaluated. Additional structural and/or non-structural controls will be selected to address these pollutant sources. An inspection and O&M schedule and procedures will then be developed for the controls.	Review and revise the current Pollution Prevention Plan in it's entirety for operations each January.	X	X	X	X	X
		Daily implementation the Pollution Prevention Plan including inspection procedures and schedules, and maintenance schedules for structural controls.	X	X	X	X	X
<b>BMP 5.5 Storm Water System Maintenance Plan</b>	Inspect and identify the areas that require maintenance and set a schedule for the regular maintenance of sensitive areas for waste accumulation. The City will set a procedure for removing waste (sediments, floatables, etc.) from the storm sewer system.	Update inspection process to identify sensitive areas for waste accumulation each January.	X	X	X	X	X
		Each November, conduct an inspection process to identify sensitive areas for waste accumulation. Identify responsible party for the accumulation of material.	X	X	X	X	X
		Report the miles of streets swept by city staff. Miles are tracked as they are swept update list each January.	X	X	X	X	X
		Enforce cleaning by responsible party. City to inspect City's owned facilities quarterly. Property owner's to keep private property facilities clean.	X	X	X	X	X

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<b>BMP 5.6 Municipal Waste Disposal Procedures</b>	Identify any municipal operations that generate wastes and the types of wastes generated. Evaluate current waste disposal procedures. If necessary, new or modified procedures will be developed.	Identify municipal operations generating wastes and the types of wastes generated each January.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
		Develop and document waste disposal procedures and training of municipal employees. Update report each January.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
		Implement waste disposal procedures daily.	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>