

City of Meadows Place

Storm Water MS4 Plan

1 PUBLIC EDUCATION AND OUTREACH

1.1 Regulatory Requirement

40 CFR 122.34 (b)(1) – Implement a public education program to distribute educational materials to the community of contact, equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps the public can take to reduce pollutants in storm water runoff.

1.2 Current Programs

The City of Meadows Place provides general public education through its website and in the city’s monthly newsletter.

1.3 Selected BMP’s for Public Education and Outreach

1.3.1 BMP #1 –Storm Water Quality Messages

The City of Meadows Place will use the website to post messages about the storm water management program that are of interest to the general public, such as announcing the Household Hazardous Waste collection events that are held at Fort Bend County Recycling center and discussing residential issues such as proper management of pesticides, fertilizer, and used oil.

1.3.1.1 Measurable Goals

The measurable goal for implementation of this BMP is to add storm water quality-related messages the first year. Update storm water quality message each year for a total of five years.

1.3.1.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education & Outreach	Storm Water Quality Posting on Website	1. Develop/acquire material for posting on website and post	Year 1
		2. Update storm water quality message	Year 2
		3. Update storm water quality message	Year 3
		4. Update storm water quality message	Year 4
		5. Update storm water quality message	Year 5
		6. Implementation complete	Year 5

1.3.1.3 Responsible Persons

The Director of Public Works will be responsible for implementing Storm Water Quality Information to be posted on website to meet Measurable Goal 1.3.1.1.

1.3.2 BMP #2 – Anti-Littering/Dumping Brochure

The City of Meadows Place will create an anti-littering/dumping brochure. The brochure will advise the public to refrain from littering and dumping waste materials into storm sewer inlets and manholes and information on how to reduce pollutants in storm water runoff. The brochure will contain information on pet waste management and water conservation practices. Meadows Place will print these brochures and distribute them at the City’s Annex building, Community Center and City Hall for visitors, user groups such as swim team, scouts, Brownies, karate class. The garden club who promotes lawn and garden activities will also help distribute and promote the city’s brochure.

1.3.2.1 Measurable Goals

The measurable goal for implementation of BMP #2 is to print 500 copies of the anti-littering/dumping brochure and distribute them to the various Departments for dissemination. Each Department will keep the brochures in stock and on prominent display for residents and visitors of the city to take.

1.3.2.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education & Outreach	Anti-Littering/Dumping Brochure	1. Create and print brochure	Year 1
		2. Distribute brochure to various city facilities	Year 2
		3. Yearly monitor and reproduce additional brochures as needed	Year 3 thru Year 5
		4. Implementation complete	Year 5

1.3.2.3 Responsible Persons

The Director of Public Works will be responsible for printing and distribution of the anti-littering/dumping brochure to meet Measurable Goal 1.3.2.1.

1.3.3 BMP #3 – City Website Storm Water Links

The City of Meadows Place will use the city website to inform the public about other website links to learn more about storm water.

1.3.3.1 Measurable Goals

The measurable goal for implementation of this BMP is to update the website with a storm water message and **links** in Permit Year 2.

1.3.3.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education & Outreach	Municipal Website Storm Water Information	1. Include storm water quality information and links on City website	Year 2
		2. Monitor and update yearly	Year 3 thru Year 5

		3. Implementation complete	Year 5
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1.3.3.3 Responsible Persons

The Director of Public Works has responsibility for implementation of Public Education BMP #4 to meet Measurable Goal 1.3.4.1.

1.3.4 BMP #4 – Construction Site SWPPP

The City of Meadows Place will require all Contractors to apply to the TCEQ for a Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit Number TXR 150000 for any construction which will disturb more than 1 acre. As part of this permit, the contractor shall train his staff on storm water controls, as well as post a notice informing the public of the activities applicable to runoff.

1.3.4.1 Measurable Goals

The measurable goal for implementation of this BMP is to continue to require the acquisition of the above General Permit for the above covered construction.

1.3.4.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education & Outreach	Construction Site SWPPP	1. Require contractors to obtain a General Permit	Year 1-5
		2. Implementation complete	Year 5

1.3.4.3 Responsible Persons

The Director of Public Works has responsibility for implementation of Public Education BMP #5 to meet Measurable Goal 1.3.5.1.

1.3.5 BMP #5 – Participation in Clean Water Clear Choice

The City of Meadows Place will begin participation in Clean Water Clear Choice program under the auspices of the Storm water Management Joint Task Force. This

program promotes the education and involvement of the public in the reduction of pollutants entering the State’s waterways.

1.3.5.1 Measurable Goals

The measurable goals for implementation of this BMP are to begin participation in this program and continue participation throughout the five-year period.

1.3.5.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education & Outreach	Participation in Clean Water Clear Choice	1. Participate in the program and pay appropriate dues.	Year 1-5
		2. Implementation complete	Year 5

1.3.5.3 Responsible Persons

The Director of Public Works has responsibility for implementation of Public Education BMP #6 to meet Measurable Goal 1.3.6.1.

2 PUBLIC INVOLVEMENT IN STORM WATER MANAGEMENT PROGRAM DEVELOPMENT

2.1 Regulatory Requirement

40 CFR 122.32 (b)(2) – At a minimum comply with state, tribal, and local public notice requirements when implementing a public involvement/participation program. EPA recommends that the public be included in developing, implementing, and reviewing your storm water management program and that the public participation process should make efforts to reach out and engage all economic and ethnic groups.

2.2 Current Program

Stenciling with volunteer groups.

2.3 Selected BMP’s for Public Involvement

The general public will be included in developing, implementing, and reviewing the storm water management program.

2.3.1 BMP #1 – Community Hotlink and Hotline

The City will implement a hotlink and hotline for citizens to contact the appropriate authority when they see water quality problems, dumping, etc. The hotline will consist of a telephone number that citizens may call to report problems as well email directly to Public Works and Code-Enforcement. A quick response will be made to investigate. Quick actions will be taken to water quality problems and responsible parties will be identified for further action.

2.3.1.1 Measurable Goals

The measurable goal for implementation of BMP #1 is to implement the hotline in year one. A telephone number will be identified and advertised in the city’s news letter and link will be developed on the City’s website. Public Works Director and Code-Enforcement will be assigned to assess any reports of water quality problems.

2.3.1.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Public Notice in News Letter	1. Provide public notice as required.	Year 1
		2. Implementation complete	Year 1

2.3.1.3 Responsible Persons

The Director of Public Works is responsible for implementation of the BMP #3 to meet Measurable Goal 2.3.3.1.

2.3.2 BMP #2 – Advisory Council

The City of Meadows Place will uses its Mayor and City Council as an “Advisory Committee” as part of this Storm Water Management Program. The Committee represents different segments of the community that will be affected by the Meadows Place Storm Water Management Program (MPSWMP) implementation. The Committee will review plans for storm water quality and offer recommendations to facilities implementation. It will also review this Storm Water Management Program and may

provide recommendations to facilities implementation. The Committee will receive periodic updates from City personnel regarding the ongoing program implementation.

2.3.2.1 Measurable Goals

The measurable goal for implementation of this BMP is to form the Advisory Committee.

2.3.2.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Advisory Council	1. Public Works Director reviews SWMP with Mayor and Council and starts implementation.	Year 1
		2. Continue updating group on implementation of the MPSWMP	Year 1-5
		3. Implementation complete	Year 5

2.3.2.3 Responsible Persons

The city mayor is responsible for implementation of the BMP #2 to meet Measurable Goal 2.3.2.1.

2.3.3 BMP #3 – Public Meeting

Storm water Management Plan will be presented to the public at city council meetings and the yearly report will be read to the public as well as on the agenda.

2.3.3.1 Measurable Goals

The measurable goal for implementation of BMP #3 is to present plan to the public at city council meetings in Permit Year 1. Implementation will be according to the schedule below.

2.3.3.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Public Meeting	1. Add to city council meeting agenda under Public Works Comments.	Year 1
		2. Continue to update at quarterly meetings	Year 2-5
		3. Implementation complete	Year 5

2.3.3.3 Responsible Persons

The Director of Public Works is responsible for implementation of the BMP #3 to meet Measurable Goal 2.3.3.1.

3 ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.1 Regulatory Requirement

40 CFR 122.34(b)(3) – Develop, implement, and enforce a program to detect and eliminate illicit discharges into your small MS4. Develop a storm sewer system map, showing the location of all outfalls and the names and locations of all water of the U.S. that receive discharges from those outfalls. To the extent allowable under state, tribal or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into your storm sewer system and implement appropriate enforcement procedures and actions. Develop and implement a plan to detect and address non-storm water discharges including illegal dumping to your system. Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. Address categories listed in 122.34(b)(3)(D)(iii) if you determine they are significant contributors of pollutants to MS4.

3.2 Current Programs

Currently, the City of Meadows Place has completed the process of converting the existing utility mapping into a GIS system. GIS mapping of the existing drainage system has been completed. The Director of Public Works and Code-Enforcement investigate reported or discovered illicit discharges, spills, and illegal dumping, and work with the responsible party to get the situation remedied. The Fire Marshall also has enforcement capabilities regarding these illegal activities. Meadows Place is currently performing a comprehensive

storm drain study to identify load capacities, inflow and infiltration and make needed repairs. GIS will be updated after study is complete.

3.3 Selected BMP's for Illicit Discharge and Elimination

3.3.1 BMP #1 – Storm Sewer Map

The City of Meadows Place has developed a GIS-based storm sewer system map, showing the location of all outfalls and the names and locations of all waters of the U.S. that receive discharges from those outfalls. Locating of outfalls was aided by investigations performed by the Public Works Department. The existing GIS shall be periodically reviewed and updated as necessary to reflect changes due to construction and repairs.

3.3.1.1 Measurable Goals

The measurable goal for implementation of BMP #1 is to continue review of the drainage system and update the map as appropriate.

3.3.1.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge Detection and Elimination	Update Map of Storm Sewer System	1. Review any construction or other changes to the drainage system and update the City's GIS.	Year 1
		2. Review any construction or other changes to the drainage system and update the City's GIS.	Year 3
		3. Review any construction or other changes to the drainage system and update the City's GIS.	Year 4
		4. Review any construction or other changes to the drainage system and	Year 5

		update the City's GIS.	
		5. Implementation complete.	Year 5

3.3.1.3 Responsible Persons

The Director of Public Works is responsible for implementation of this BMP to meet Measurable Goal 3.3.1.1.

3.3.2 BMP #2 – Illicit Discharge Ordinance

The City of Meadows Place will develop an ordinance to prohibit non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions.

The ordinance shall contain the following provisions. Illicit discharges shall be terminated immediately upon notification by a City Official. Any illicit discharge may be subject under this ordinance to a fine and/or suspension of the utility account, subject to the discretion of the City Official. Subsequent continued illicit discharge shall bring additional penalties as well as automatic suspension of the utility account. Fines and penalties shall be delineated in the ordinance.

Upon identification of an illicit discharge, the Public Works Director and Code-Enforcement shall take action with the responsible party to immediately cease the illegal discharge and utilize enforcement actions as necessary. The following non-storm water discharge shall not be considered illicit:

- Discharges from firefighting activities, fire hydrant flushing, or potable water sources (excluding discharges of hyperchlorinated water, unless the water is first dechlorinated and discharges are not expected to adversely affect aquatic life)
- Lawn watering and similar irrigation drainage
- Water from routine external washing of buildings, conducted without the use of detergents or other chemicals
- Water from the routine washing of pavement conducted without the use of detergents or other chemicals, and where spills and leaks of toxic or hazardous material have not occurred (unless all contaminated materials have been abated)
- Vehicle rinse water from transportation facilities, where the vehicle rinse water does not contain chemicals, surfactants, or elevated temperatures and is not from pressure washing activities
- Air conditioner condensate, compressor condensate, and condensate that externally forms on steam lines
- Water from foundation or footing drains where flows are not contaminated with pollutants (e.g. process materials, solvents, and other pollutants)
- Springs and other uncontaminated ground water

- Discharges described in Part V of the permit that is subject to effluent guidelines and effluent limitations.

3.3.2.1 Measurable Goals

The measureable goal for implementation of this BMP is to develop a draft ordinance in Year 2 of the permit period and finalize and implement the ordinance in Year 3 of the permit period.

3.3.2.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge Detection and Elimination	Ordinance for Illicit Discharge Detection and Elimination	1. Develop a draft ordinance.	Year 2
		2. Finalize ordinance	Year 3
		3. Implement ordinance	Year 4
		4. Implementation complete	Year 4

3.3.2.3 Responsible Persons

The Director of Public Works is responsible for development and implementation of the illicit discharge ordinance. Director of Public Works and Code-Enforcement shall investigate illicit discharges, and shall take enforcement action as necessary.

3.3.3 BMP #4 – Public Education on Illegal Discharges and Improper Disposal

The City of Meadows Place will develop a public education effort to inform public employees, local school children, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. Meadows Place will replace all storm drain grates with new custom grate that has a custom message on “no dumping” in English and Spanish.

3.3.3.1 Measurable Goals

The City of Meadows Place will develop or acquire public education materials in Year 1 of the permit period and determine an effective means of distribution. The materials will be distributed to all public employees in Year 2 of the permit period. The materials will be distributed to businesses in Year 2. Replace all storm drain grates with custom message and complete in five years.

3.3.3.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge Detection and Elimination	Public Education on Illegal Discharges and Improper Disposal	1. Replace storm drain grates with custom message.	Year 1-5
		2. Develop or acquire public education materials.	Year 1-2
		3 Determine an effective means of distribution.	Year 2-5
		4. Distribute materials to businesses and public employees	Year 2
		5. Distribute materials to elementary school in Meadows Place.	Year 3-5
		6. Implementation complete	Year 5

3.3.3.3 Responsible Persons

The Director of Public Works and Code-Enforcement has responsibility for implementation of Public Education BMP #4 to meet Measurable Goal 3.3.3.2.

3.3.4 BMP #5 – Storm Drain Labeling and Educating Volunteers

The City of Meadows Place will require developers to provide storm drain labels with a message that says “Don’t Dump” or a similar message. The City will also provide kits for storm drain stenciling of existing systems by volunteer organizations.

3.3.4.1 Measurable Goals

The City of Meadows Place will provide storm drain stenciling kits for volunteers in Permit Year 1. Meadows Place will require developers to provide storm drain labels and the purchase of custom grates to match city grates.

3.3.4.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge Detection and Elimination	Storm Drain Labeling	1. Acquire stenciling kits for volunteer organizations and start project.	Year 1
		2. Require Developers to label storm drains and the purchase of custom storm drain grates to match city grates.	Year 1-5
		5. Implementation complete.	Year 5

3.3.4.3 Responsible Persons

The Director of Public Works is responsible for implementing stenciling of storm drains by volunteer organizations. The Director of Public Works is responsible for implementing labeling of storm drains by developers.

4 CONSTRUCTION SITE STORM WATER CONTROLS

4.1 Regulatory Requirement

40 CFR 122.43(b)(4) - Develop, implement and enforce a program to reduce pollutants in any storms water runoff to your small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Program must include: the development and implementation of (at a minimum) an ordinance or other regulatory mechanism to require erosion and sediment controls, as well as: sanctions to ensure compliance, requirements for construction site operators to implement appropriated erosion and sediment control BMPs, requirements for construction site operators to control waste at the construction site, procedures for site plan review which incorporate consideration of potential water quality impacts, procedures for receipt and consideration of information submitted by the public.

4.2 Current Programs

The City of Meadows Place requires all eligible construction sites to comply with the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit

Number TXR 150000. Storm water controls are included in project observations. A complete set of storm water management plan details is included in all plans and specifications as a minimum standard for use by a contractor. Noncompliance can be cause for the City to stop observations, thereby halting construction until the situation is remedied.

4.3 Selected BMPs for Construction Site Storm Water Controls

4.3.1 BMP #1 - Evaluate and Update Regulatory Authority and Procedures

The City of Meadows Place will evaluate the existing legal authority to enforce the requirements for erosion and sediment controls and proper waste management at construction sites, as well as the sanctions to ensure compliance with the requirements. If necessary, ordinances or other regulatory mechanisms will be updated to provide the formal authority. If necessary, City procedures will be modified to require site plan review and site inspection and enforcement.

4.3.1.1 Measurable Goals

The measurable goal for implementation of BMP #1 is to evaluate existing legal authority in Permit Year 1. If necessary, the ordinance or other regulatory mechanism and procedures will be updated and adopted in the second permit year. Development and implementation will be according to the schedule below.

4.3.1.2 Schedule

Program	BMP	Activity	Date Due
4. Construction Site Storm Water Controls	Ordinance Requiring Erosion and Sediment Controls at Construction Sites	1. Evaluate existing legal authority and procedures.	Year 1
		2. Update ordinance or other regulatory mechanisms and procedures and adopt them.	Year 2-5
		3. Implementation complete.	Year 2-5

4.3.1.3 Responsible Persons

The Director of Public Works has the responsibility for implementation of BMP #1 to meet Measurable Goal 4.3.1.1.

4.3.2 BMP #2 - Reporting Hotline

The City of Meadows Place will set up a reporting hotline (i.e." a published phone number) for the public to report construction site problems. This will facilitate the ability of the public to provide information that will assist in detection of problem discharges. In addition, the City website will allow the public to submit reports of site problems.

4.3.2.1 Measurable Goals

The Measurable Goal will be to set up and publicize the hotline in the first year.

4.3.2.2 Schedule

Program	BMP	Activity	Date Due
4. Construction Site Storm Water Controls	Reporting Hotline	1. Set up hotline	Year 1
		2. Publicize hotline	Year 1
		3. Set up procedures for forwarding reports to City inspectors	Year 1
		4. Implement response program.	Year 1-5
		5. Implementation complete.	Year 1-5

4.3.2.3 Responsible Persons

The Director of Public Works has the responsibility for implementation of BMP #2 to meet Measurable Goal 4.3.2.1.

5 POST CONSTRUCTION STORM WATER MANAGEMENT FOR NEW DEVELOPMENT/REDEVELOPMENT

5.1 Regulatory Requirement

40 CFR 122.34(b)(5) - Develop, implement and enforce a program to address

storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects that are less than one acre that are part of a larger common plan of development or sale, that discharge into your small MS4. Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community. Use an ordinance or other regulatory mechanism to address post-construction runoff. Ensure adequate long-term operation and maintenance of BMPs.

5.2 Current Programs

The Planning and Zoning Commission regulates development in Meadows Place. There are existing ordinances that address development in Meadows Place. The City is currently developing a Storm Drainage Design Criteria that control construction and development of projects of four acre’s or more. The building official and outside inspection services conduct pre-development reviews and inspections of proposed development projects. Building Permits are issued by the city’s permit department.

5.3 Selected BMPs for Post Construction Storm Water Management for New Development/Redevelopment

5.3.1 BMP #1 - Evaluate and Update Ordinances and Design Criteria

The City of Meadows Place will evaluate ordinances controlling development, the Zoning Ordinance and its Storm Drainage Design Criteria. These documents will be updated to address post-construction storm water management for new development and redevelopment.

5.3.1.1 Measurable Goals

The measurable goal for implementation of BMP #1 is to evaluate the existing documents and identify needed updates in the second permit year and adopt the revised documents in the third permit year. Development and implementation will be according to the schedule below.

5.3.1.2 Schedule

Program	BMP	Activity	Date Due
5. Post Construction Storm Water	Evaluate and Update Plan Review and	1. Evaluate existing procedures and	Year 2

Management for New Development	Inspection Programs	identify needed changes	
		2. Implementation the revised programs.	Year 3-5
		3. Implementation complete.	Year 3-5

5.3.1.3 Responsible Persons

The Planning and Zoning commission and The Department of Public Works has the responsibility for implementation of BMP #1 to meet Measurable Goal 5.3.1.1.

5.3.2 BMP #2 - Evaluate and Update Plan Review and Inspection Programs

The City of Meadows Place will integrate post-construction storm water quality requirements into plan review and inspection programs with construction projects. Meadows Place will evaluate existing procedures and identify needed changes and implement the revised programs.

5.3.2.1 Measurable Goals

The measurable goal for implementation of BMP #2 is to evaluate existing procedures and identify needed changes in Permit Year 2 and to implement the revised programs in Permit Year 3. Development and implementation will be according to the schedule below.

5.3.2.2 Schedule

Program	BMP	Activity	Date Due
5. Post Construction Storm Water Management for New Development	Evaluate Detention Ponds for Storm Water Quality	1. Evaluate planned detention ponds	Year 2
		2. If feasible modify the pond designs for Storm Water Quality.	Year 3
		3. Evaluate existing ponds.	Year 3
		4. Evaluate design changes (if feasible).	Year 4
		5. Implement changes to existing ponds.	Year 5

		6. Implementation complete.	Year 5
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5.3.2.3 Responsible Persons

The Department of Public Works and the city’s engineers (Claunch & Miller Inc will have responsibility for implementation of BMP #2 to meet Measurable Goal 5.3.2.1.

6 POLLUTION PREVENTION/GOOD MUNICIPAL HOUSEKEEPING FOR MUNICIPAL OPERATIONS

6.1 Regulatory Requirement

40 CFR 122.34(b)(6) - Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

6.2 Current Programs

The City of Meadows Place has approximately 10 miles of storm sewers and one mile of storm water drainage ditches. Fort Bend County drainage District handles runoff management. Street drainage system maintenance and street maintenance is performed by city public works. These operations are housed at the Meadows Place Public Works Facility, which also houses the Fleet Maintenance activities for City vehicles and equipment. The Public Works Facility includes one buildings/storage facility. Most vehicle and equipment maintenance activities take place inside this building to prevent pollutants from entering storm water runoff.

Employees are instructed to maintain the grounds, and the outdoor areas are cleaned of trash and debris as necessary. Employees and contractors involved in maintenance of the storm sewer system are trained to inspect facilities and to clean, maintain, and repair the parts of the system as necessary. Employees are instructed to pick up and dispose of all debris and waste properly. All Public Works operations of which include storm sewer, street and bridge, water, and will require training of employees which includes the containment of pollutants and prevention of pollutants from entering the environment and the storm sewer system. The City’s Volunteer Fire Department is trained in Spill Response and containment.

The facility has walled bins for storage of stockpiled materials such as Mulch, baseball dirt, sand, kitty couching and crushed granite that prevents these materials from entering the storm water stream.

6.3 Selected BMPs for Public Education and Outreach

6.3.1 BMP #1 - Evaluate Street Sweeping

Currently, sweeping of City streets is performed on an as-needed basis with a tractor and attachment broom. Meadows Place will evaluate the frequency of street sweeping for optimum sediment and litter control. The city also picks up litter city wide three times per week

6.3.2 Measurable Goals

The measurable goal for implementation of BMP #1 is to continue to monitor the buildup of sediment and possibly increase sweeping on more than an as needed basis.

6.3.2.1 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal	Evaluate Street Sweeping	1. Periodically monitor buildup and sweep and haul off materials as needed. 2. Reorganize schedule	Year 1-5
		2. Implementation complete.	Year 2-5

6.3.2.2 Responsible Persons

The Director of Public Works has responsibility for implementation of BMP #1 to meet Measurable Goal 6.3.1.1.

6.3.3 BMP #2 - Provide Spill Response Kits and Training

The City of Meadows Place will provide training to applicable employees in spill response procedures and will maintain spill response kits at the Public Works Facility and at the Fire Station.

6.3.3.1 Measurable Goals

The measurable goal for implementation of BMP #2 is to provide spill response kits and training to applicable employees in Permit Year 2. Development and implementation will be according to the schedule below.

6.3.3.2 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Provide Spill Response Kits and Training	1. Provide spill response kits.	Year 2-5
		2. Provide spill response training.	Year 2-5
		3. Implementation complete.	Year 2-5

6.3.3.3 Responsible Persons

The Director of Public Works has responsibility for implementation of BMP #2 to meet Measurable Goal 6.3.2.1.

6.3.4 BMP #3 - Hazardous Waste Collection

The City of Meadows Place will publicize the Fort Bend County Recycling Centers schedule for its hazardous waste drop off days on the city's website and the newsletter 6.3.3.1.

6.3.4.1 Measurable Goals

The measurable goal for implementation of BMP #4 is to update city's newsletter and website monthly with schedules, dates for hazardous Wastes drop offs and other recycling events.

6.3.4.2 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Hazardous Waste Collection	1. Update city's website to reflect Fort Bend County's Hazardous waste drop off dates and other events monthly.	Year 1-5
		2. Implementation complete.	Year 5

6.3.4.3 Responsible Persons

The Director of Public Works has responsibility for implementation of BMP #3 to meet Measurable Goal 6.3.3.1.

6.3.5 BMP #4 - Operation and Maintenance of Storm Sewer System

The City of Meadows Place will continue to operate and maintain the storm sewer system to minimize ponding of storm water and migration of pollutants into the storm sewer system. Storm line cleaning and vacuuming is performed by contractor capable of hauling off the waste to a permitted site for dumping such waste.

6.3.5.1 Measurable Goals

The measurable goal for implementation of BMP #4 is to continue to inspect storm sewer lines, manholes, drains, and gutters, and to repair, clean, or replace any parts of the system found to be deficient.

6.3.5.2 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Operation and Maintenance of Storm Sewer System	1. Evaluate storm sewer system and correct deficiencies when found. Clean and vacuum as	Year 1-5

		needed.	
		2. Implementation complete.	Year 5

6.3.5.3 Responsible Persons

The Director of Public Works has responsibility for implementation of BMP #4 to meet Measurable Goal 6.3.4.1.

6.3.6 BMP #5 - Spill Response

The Public Works, Police and Fire Departments will continue to respond to spills. The Police are usually the first responders to an event. They will in turn alert the Fire Department to assist in spill identification, prevention of pollutant migration to storm sewers and waterways, and spill cleanup. Public Works and Fire Chief will determine if an outside agent should be brought in to assist in these efforts.

6.3.6.1 Measurable Goals

The measurable goal for implementation of BMP #5 is for the Public Works, Police and Fire Department to continue to respond to spill events.

6.3.6.2 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Spill Response	1. Respond to a spill event to clean up the spill and prevent migration of pollutants.	Year 1-5
		2. Implementation complete.	Year 5

6.3.6.3 Responsible Persons

Public Works Director, Fire Chief, and Director of Public Works has responsibility for implementation of BMP #5 to meet Measurable Goal 6.3.5.1.

6.3.7 BMP #6 - Control of Storm Water Pollution From Small Construction Projects

The Director Public Works/Building Inspector will continue to monitor residential and commercial construction for storm water controls. The Builder on these sites is required to provide means to prevent migration offsite of any pollutants that could enter the storm sewer system, and to maintain those controls. Enforcement is through the use of the permitting and approval process for construction.

6.3.7.1 Measurable Goals

The measurable goal for implementation of BMP #6 is for the Public Works/Building Inspection to continue to monitor all small scale construction.

6.3.7.2 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Control of Storm Water Pollution From Small Construction Projects	1. Continue monitoring of small scale construction for effective pollution prevention.	Year 1-5
		2. Implementation complete.	Year 5

6.3.7.3 Responsible Persons

The Director of Public Works/Building Inspection has responsibility for implementation of BMP #6 to meet Measurable Goal 6.3.6.1.

6.3.8 BMP #7 - Washing Of City Vehicles

Most city vehicles (police cars) are washed off site at a commercial car wash. Public Works Vehicles are currently being washed by hand at the Storage facility.

6.3.8.1 Measurable Goals

The measurable goal for implementation of BMP #7 is to continue to wash Police vehicles at the commercial car wash and budget in year two to send all public works vehicles to the commercial wash.

6.3.8.2 Schedule

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Washing of City Vehicles	1. Continue to wash police vehicles at the commercial wash, budget to add public work vehicles to the commercial car wash in year 2.	Year 1-2
		2. Add public Work Vehicles to commercial car wash.	Year 2-5
		2. Implementation complete.	Year 5

6.3.8.3 Responsible Persons

The Directors of each of the City's Department that possess any fleet vehicles have responsibility for implementation of BMP #7 to meet Measurable Goal 6.3.7.1.

6.3.9 BMP #8 - Parks Maintenance

The Director of the Public Works Department will continue to maintain the parks in Meadows Place. Staff of the department will continue to pick up debris in the parks and remove trash placed in the trash containers on a daily basis. This will help prevent trash from migrating to the storm sewer system.

6.3.9.1 Measurable Goals

The measurable goal for implementation of BMP #8 is for the Director of Public Works and Co-Director's of Parks and Recreation to continue to maintain the City's parks.

6.3.9.2 Schedule

Program	BMP	Activity	Date Due
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6. Pollution Prevention/Good Housekeeping for Municipal Operations	Parks Maintenance	1. Continue maintenance of the City's parks.	Year 1-5
		2. Implementation complete.	Year 5

6.3.9.3 Responsible Persons

The Director of Parks and Recreation Department has responsibility for implementation of BMP #8 to meet Measurable Goal 6.3.8.1.

