



2023 Permit Year

Town of Prosper
Phase II, Level 2, MS4 Annual Report
TXR040500

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Phase II (Small) MS4 Annual Report

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040500

Reporting Year: 5

Annual Reporting Year Option Selected by MS4:

Calendar Year: X Permit Year: Fiscal Year:

Reporting period beginning date: 01/01/23

Reporting period end date: 12/31/23

MS4 Operator Level: 2 Name of MS4: Town of Prosper

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Introduction

The Town of Prosper is a growing community generally located in northwestern Collin County and partly in eastern Denton County with US 380 as its southern boundary and is approximately 35 miles north of downtown Dallas. Prosper is a home-rule municipality, governed by a council-manager form of government. In 2020, the U.S. Census Bureau calculated Prosper's population at 30,174, and in 2023, Prosper had an estimated population of 37,746 (per the Town of Prosper Economic Development Corporation). The Town of Prosper has a projected build-out population of 70,000 residents.

Prosper has a land area of 27 square miles in the Northern Blackland Prairie ecoregion of North Texas. Stormwater from the Town falls in the Upper Trinity River basin with areas contributing to the Lewisville Lake watershed and the Lake Lavon watershed by means of Doe Branch, Wilson Creek, Rutherford Creek, and Parvin Branch.

This year, Town Stormwater staff have been very busy satisfying the Texas Pollution Discharge Elimination System (TPDES) requirements. We have increased the number of construction site inspections over the last year, ramped up our employee stormwater training program, hired a full time erosion control inspector and have been actively participating in regional stormwater groups.

Each year, there are numerous individuals within different Town Departments that work toward achieving overall Municipal Separate Storm Sewer System (MS4) permit compliance. Stormwater Program staff are responsible for performing specific MS4 permit requirements such as public education/outreach activities, illicit discharge investigations, construction site inspections, Town facility inspections, etc. In addition, stormwater staff, are responsible for coordinating with various other Town Departments to ensure permit compliance measures are being followed on a Town-wide basis.

Objective of the Program

The objective of the Stormwater Management Program is to implement specific pollution prevention BMPs, designed to improve the quality of the Town of Prosper's water resources to the Maximum Extent Practicable (MEP), particularly as it relates to improving the quality of discharges from Prosper's MS4. This leads to an overall goal of maintaining MS4 permit compliance, while simultaneously achieving water quality improvements in every Prosper stream reach, including those listed on the Texas Commission on Environmental Qualities' (TCEQ's) 303(d) list of impaired water bodies. It is Prosper's long-term goal to reduce pollutant loadings from the MS4 as much as possible to remove our section of Wilson Creek from the 303(d) list. Prosper's stormwater program is gaining momentum, and over the next few years we intend to make great strides to improve stormwater runoff from construction sites, commercial sites, and residential sites.

Prosper Highschool Number 4 (Prosper, TX)



The Town's SWPPP inspector, submitted this photograph of BMPs' in action.

Little Wonders Montessori (Prosper, TX)



The Town's SWPPP inspector, submitted this photograph of BMPs' in action.

Status of Compliance with the MS4 GP and SWMP

1. Provide information on the status of complying with permit conditions:
(TXR040000 Part IV.B.2)

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		In Compliance
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		In Compliance
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		In Compliance
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		In Compliance

2. Provide a general assessment of the appropriateness of the selected BMPs.
You may use the table below to meet this requirement (**see Example 1 in instructions**):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1 – Public Education, Outreach and Involvement	1.1 – Utility Bill inserts	Yes; Utility bill insert for 2023 went out three cycles, to all customers with info regarding constituents of stormwater pollution prevention.
1 – Public Education, Outreach and	1.2 – Social Media	Yes; Facebook posts/Tweets with regards to the Stormwater Management Program and stormwater quality were posted in 2023.
1 – Public Education, Outreach and	1.3 – Town Website	Yes; Information is provided on the Town website and provides valuable information regarding stormwater topics as well as contact information.
1 – Public Education, Outreach and Involvement	1.4 – Reference Material at Town Library	Yes; Educational coloring books that feature "Gwendle the water quality duck", and stormwater book marks were placed at the library and given out to children.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1 – Public Education, Outreach and Involvement	1.5 – Town Staff Education/Training	Yes; Continuing education with regards to Stormwater is paramount to a successful Stormwater program. Various Town Dept. staff meetings include instructional discussions on erosion control inspections and similar topics. Key staff have also received additional training/education through conferences, seminars and certifications.
1 – Public Education, Outreach and Involvement	1.6 – Stormwater Hotline	Yes; Stormwater hotline is publicized on the Town website. A Stormwater email address has been established as well.
1 – Public Education, Outreach and Involvement	1.7 – Educational booths at Community Events	Yes; The Town’s Stormwater Utility Administrator usually provides information/demonstrates a watershed model at the Stormwater booth at the applicable Town events.
1 – Public Education, Outreach and Involvement	1.8 – Household Hazardous Waste Collection and Recycling	Yes; The Fire and Police departments hosted two drug take back events; the Town partnered with CWD for a Spring Cleanup and Recycling Event.
1 – Public Education, Outreach and Involvement	1.8 – Household Hazardous Waste Collection and Recycling	Yes; The Town of Prosper, Public Works Yard accepts bulky items to be properly disposed of; Public Works accepts items every Saturday between 8:00 AM and noon. This helps prevent bulky items from being illegally dumped and keeps them out of our waterways.
1 – Public Education, Outreach and Involvement	1.9 – Watershed model demonstration for middle school science classes	Yes; The stormwater utility administrator demonstrated and lent out the model to Rogers Middle School and Hays Middle School. Approx. 1,025 students watched the presentation.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1 – Public Education, Outreach and Involvement	1.10 – Storm drain inlet marking	Yes; The stormwater staff installed inlet markers on storm drain inlets throughout the Town of Prosper. 50 inlet markers were installed this year.
2 – Illicit Discharge Detection and Elimination	2.1 – Storm sewer map	Yes; Map allows for proper IDDE investigations and for timely emergency response. Map is updated regularly by Town GIS staff.
2 – Illicit Discharge Detection and Elimination	2.2 – Stormwater management ordinance – Illicit Discharge	Yes; The Town's Stormwater ordinance was adopted in Dec. 2016. And is available for reference online on the Town's Stormwater website. The ordinance is updated as needed.
2 – Illicit Discharge Detection and Elimination	2.3 – Illicit Discharge Investigation and Elimination	Yes; Investigations are used to locate/remove/prevent prohibited discharges as well as impacts to the MS4.
2 – Illicit Discharge Detection and Elimination	2.4 – Household hazardous waste collection and recycling	See BMP 1.8
2 – Illicit Discharge Detection and Elimination	2.5 – Stormwater hotline	See BMP 1.6

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
2 – Illicit Discharge Detection and Elimination	2.6 – Hazardous Material Spill Response	Yes; The Town responds to spills and employs spill prevention procedures/practices for proper handling, storage and disposal. The Town Fire Department is responsible for all spill response and abatement. The stormwater utility administrator supervises all reportable cleanup efforts.
2 – Illicit Discharge Detection and Elimination	2.7 – Hazardous Material Spill Response	Yes; The Town purchased PIG brand spill response buckets to carry in the Town's Stormwater and Construction inspection vehicles.
2 – Illicit Discharge Detection and Elimination	2.8 – Hazardous Material Spill Response	Yes; The Town purchased a multi-parameter LaMotte stormwater testing kit.
3 – Construction Site Stormwater Runoff Control	3.1 - Stormwater management ordinance – Erosion and Sediment Control Requirements	Yes; The Town's Stormwater ordinance was adopted in Dec. 2016. And is available for reference online on the Town's Stormwater website.
3 – Construction Site Stormwater Runoff Control	3.2 – Requirements for construction site contractors	Yes; Town has requirements listed in general notes (available upon request) which are incorporated into every set of civil plans in addition to an erosion control plan prepared by the design consultant. Additionally, requirements are discussed at every preconstruction meeting including exchanging contact information and determining responsible parties for BMP maintenance, etc.
3 – Construction Site Stormwater Runoff Control	3.3 – Construction site Inspections	Yes; Inspections of all construction sites occur multiple times per month. Issues noted during inspections are sent to appropriate parties for cleanup/repair/correction and are followed up with a detailed inspection report. (Attachment C)

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
3 – Construction Site Stormwater Runoff Control	3.4 – Receipt and Consideration of information from the public	Yes; A number of opportunities for the Town's residents to contact Town staff, including social media, hotlines, and staff contact info have been provided/updated to report discharges, complaints and to ask questions of staff.
4 – Post Construction for New and Redevelopment	4.1 – Engineering Design Requirements	Yes; The Town's subdivision ordinance was updated in Summer 2017. An Engineering Drainage Design Manual was adopted in Dec. 2017.
4 – Post Construction for New and Redevelopment	4.2 - Stormwater management ordinance – Post construction requirements	Yes; In addition to the Town's Stormwater ordinance adopted in Dec. 2016, additional requirements are covered in updated Subdivision Ordinance and Drainage Design Manual. Copies are available for reference online on the Town's website.
4 – Post Construction for New and Redevelopment	4.3 – Structural and Non-structural BMP maintenance	Yes; Components exist with guidance in the Town's subdivision ordinance, stormwater ordinance as well as the Town's Engineering manuals. The Town has implemented a structural and non-structural BMP maintenance program.
5 – Pollution Prevention/ Good Housekeeping	5.1 – Municipal best management practices	Yes; Procedures were developed for Town staff to minimize environmental impacts.
5 – Pollution Prevention/ Good Housekeeping	5.2 – Town staff training program	Yes; Staff provided job specific stormwater training to Public Works employees. Building Inspections staff discusses erosion control related items at weekly meetings. The Town also participated in the workshops to help write and design the proposed Watershed Protection Plan for Lake Lavon that was spearheaded by the NTMWD. All Town employees are encouraged to contact the Stormwater Utility Administrator with any environmental related questions.

5 – Pollution Prevention/ Good Housekeeping	5.3 – Audit municipal facilities and equipment for environmental management	Yes; A list of Town facilities is updated on an annual basis along with the potential negative impacts that could be associated with said facilities. Personnel responsible for those facilities ensure that they meet Town standards. Stormwater Utility Administrator inspects all facilities on annual basis. (Attachment D)
5 – Pollution Prevention/ Good Housekeeping	5.4 – Maintenance contractor requirements and oversight	Yes; Oversight ensures that the Town's stormwater ordinance and SOP's pertaining to stormwater are being followed by contractors hired by the Town.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
1	1.1	Utility bill inserts	13,796	Monthly insert	No; Emphasis on public education focused on pet waste and bacteria will eventually reduce pollutants. As of 12/31/23, there are 13,796 active utility accounts.
1	1.8	Household hazardous waste collection and recycling	1	Events	Yes; Collection event provided an opportunity for residents to drop off wastes that keep them from entering our streams as well as landfills.
1	1.8	Household hazardous waste collection and recycling	52	Events	Yes; Collection events provided an opportunity for residents to drop bulk wastes that keep them from entering our streams as well as landfills.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
2	2.6	Hazardous Material Spill Response	2	Spill(s)	Yes; Fire Department responds to spills and accidents with subsequent spills. Fire reported that 0 spills requiring TCEQ notification occurred in the past year. The Stormwater Utility Administrator responded to 0 spills that required TCEQ notification.
3	3.3	Construction Site Inspections	914	Inspections	Yes; Activities taking place on construction sites are reviewed as inspectors are on site to ensure compliance with all local, state and federal standards.
3	3.4	Receipt and Consideration of Information from the Public	37	Pre-Construction meetings	Yes; Pre-construction meetings allow for a forum with the local contractors and allow Town personnel a chance to review plans with appropriate personnel for specific job sites and requirements expected. These meetings make sure that proper contacts are known and that proper permits and erosion control measure will be in place before any construction activity will start.

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (**see Example 3 in instructions**):

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
1.1	Distribute informative utility bill inserts to 100% of active utility accounts	We achieved our goal; Utility Bill inserts went out quarterly to all utility customers within the Town limits. As of 12/31/23, there are 13,796 active utility accounts. 100% of active accounts are receiving inserts. We will maintain our goal.
1.2	Listed number of "friends to Town FB page, and number of "likes" on related posts	We achieved our goal; The Town Facebook page currently has 15,000 "likes" and 19,000 "follows" as of 12/31/23. The Facebook page can be found at https://www.facebook.com/prosptx.gov/
1.2	Analytical data for: All Stormwater 2023 social media posts	78,653 Impressions, 4,922 Engagements, 429 Post Link Clicks.
1.3	Webpage/related links up and running	We achieved our goal; the website is currently up-to-date and will continuously be updated.
1.3	Description of material provided	We achieved our goal; information currently used is accessed via the website at public computers located within the library. Stormwater related reference books available.
1.3	Description of material provided	We achieved our goal; stormwater themed coloring books and stormwater bookmarks are also available at the public library. The books follow Wendel the Duck on his journey to protect water quality.
1.4	Establish a dedicated phone line for resident questions/complaints	We achieved our goal; a phone line has been dedicated and advertised on the Town website. Phone number for reference is (214)-218-9655.
1.5	Getting the public involved with education and outreach	We achieved our goal; in 2023 Prosper teachers presented the Town's watershed model to approx. 1,025, 7 th grade students at two middle schools.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
1.6	Hold annual event to allow residents opportunity to participate in activities that promote stormwater quality and reduction of pollutants in Town's waterways	We achieved our goal; Town of Proper Fire Department has partnered with Call2Recycle to collect batteries and cell phones. This was also posted on the Town Facebook page. Residents also were able to drop off Christmas trees at Fire Station 1 through 1/15/23; Fire and Police also held a drug takeback event on 10/23/23.
1.7	Number of storm drain inlets that have "no dumping drains to creek" inlet markers.	We achieved our goal; stormwater staff marked 50 inlets this year. We will continue to mark as many inlets as time allows until our inlet marker inventory runs out.
2.1	Creation of a storm sewer map to show locations of existing storm sewer in addition to storm outfalls in relation to names of receiving bodies of water/waters of the U.S. Include locations and names of all surface waters receiving discharge from these outfalls.	We achieved our goal; the map is currently created and in use for Town staff. Map is updated as plans come in, as areas are reviewed, and as other layers are needed. In We are currently making all maps in house. We have 3 full time employees with GIS certifications.
2.2	Create ordinance to give Town of Prosper authority to eliminate illicit discharges and issue fines as needed.	We achieved our goal; the stormwater ordinance was passed by Town council on 12/13/16. Ordinance is publicized on the Town website.
2.3	Number of SWPPP inspections performed. We will perform an average of 50 SWPPP inspections per month.	We achieved our goal; Staff performed 914 site inspections which is an average of 76 inspections per month. Which exceeded our number of inspections reached last year of 827. We will continue to work on reaching our goal of 50 inspections per month.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
2.3	Number of SWPPP home builder lot inspections performed. We will perform an average of 80 SWPPP home builder lot inspections per month.	We achieved our goal; Frees and Nichols/new erosion control inspector, inspected 6,829 home lots, which is an average of 569 lots inspected per month. Which exceeded the number of inspections reached last year of 4,446. We will continue to work on reaching our goal of 80 inspections per month.
2.5	Establish a dedicated phone line for resident's questions/complaints.	We achieved our goal; a phone line has been dedicated and advertised on the Town website. Phone number for reference is (214)-218-9655.
2.6	Provide annual HazMat training to Fire Department staff that includes topics covering stormwater quality impacts and preventing spills from entering the storm drain system and waterways. Document annual training provided.	We achieved our goal; the Fire Dept. has conducted HazMat training this year. Currently, a minimum of 1 certified Haz-mat technician is always on shift. A total of 21 Fire Department employees are HazMat certified.
3.1	Create ordinance to give Town of Prosper authority to require implementation of erosion and sediment control BMP's.	We achieved our goal; the ordinance was passed by Town Council on 12/13/16. Ordinance is publicized on the Town website.
3.2	A: Develop construction plan review checklist to use during plan review process. Require consultants to prepare plans in accordance with stormwater ordinance and per our checklist. B: Develop procedures to control waste such as discarded building materials, concrete truck	We achieved our goal; A. All construction site plans are reviewed by Engineering staff for a multitude of criteria including stormwater related concerns. Plans are not released until a pre-construction meeting is held with all pertinent contractors (grading, utility, paving) so as to review plans and guidelines. Engineering design documents and standards are posted on the Town's website for completion and review of all proposed construction projects. The Town's general notes, pre-construction forms, and land disturbance permit are reviewed annually and

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
	washout water, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.	<p>updated as needed.</p> <p>B. Inspections for grading, utilities, streets, and others as necessary are scheduled through the Director of Engineering with a 24 hour minimum notice. Stormwater staff check and review BMP's to make sure they are properly installed and working as intended. BMP's are installed per approved plans, appropriate grading permits, and proper TCEQ Construction General Permit coverage are required before any activities may take place on a site.</p>
3.3	Develop and implement inspection and enforcement program	<p>We achieved our goal; during inspection, BMP's are checked and reviewed to make sure they are properly installed and working as intended. If deficiencies are noted during any inspection, Stormwater staff write a comprehensive inspection report and notify someone on site and/or responsible parties (i.e. Developers/builders) by phone and/or email in order to get BMP's back into compliance.</p>
3.4	Development of a program to receive input from the Public regarding procedures as it relates to construction site runoff. Review and consider public input, and incorporate into procedures as appropriate.	<p>We achieved our goal; Town staff is available at Pre-construction meetings to answer questions from contractors and allow contractors to give their opinions/insights. Town also utilizes a Facebook page as well as a stormwater email address and hotline for questions/comments/concerns. Lastly, the Town website is updated with stormwater information for public review.</p>
4.1	Creation of post-construction runoff control guidelines within Engineering Design manuals.	<p>We achieved our goal; The Town of Prosper's Engineering Department is responsible for the review and approval of all new (100%) construction and reconstruction projects within the Town limits. The Engineering Department assists developers and design engineers in assuring that all public improvements for construction are designed to meet current</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
		<p>Town standards, specifications, and details as well as State and Federal guidelines. The Town of Prosper's Engineering Department reserves the right to request additional information necessary to complete the review of specific development projects in addition to the information required by the Town's submittal guidelines. Engineering Drainage Design Manual and updated Subdivision Ordinance were adopted in 2017 providing guidelines to address post-construction stormwater runoff controls.</p>
4.2	Create ordinance to give Town of Prosper authority to require post-construction stormwater runoff controls.	<p>We achieved our goal; Our stormwater ordinance was passed by Town Council on 12/13/16. The stormwater ordinance is publicized on the Town website.</p>
4.3	<p>Development of program to create public/private partnerships for maintenance of post-construction BMPs. Creation of O&M documents to distribute to developers and HOAs.</p>	<p>We achieved and will maintain our goal. Engineering design manual as well as the Town's subdivision ordinance are currently being updated. Currently, Engineering staff is working on a case-by-case basis to ensure proper design and maintenance activities are addressed. Town requires detention/retention and is working on a few projects with bio-swales and bio-retention. Stormwater staff currently works 100% of private business owners, HOAs and Town residents to maintain post construction BMPs.</p>
5.1	Develop procedures for Town staff to implement in routine maintenance of municipal operations.	<p>We achieved our goal, Parks and Rec. and Public Works both operate in ways such that potential stormwater impacts are minimized. Personnel responsible for each site ensure sites are kept in good condition. All Town projects/facilities are held to higher standards than would be required of private development.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved If goal was not accomplished please explain
5.2	Update training program and train all employees, and train employees who are directly involved in the maintenance of municipal operations.	We achieved our goal; 100% of Public Works employees were required to watch a "how to spot stormwater pollution" produced by the NCTCOG with the Stormwater Utility Administrators contract info attached. Stormwater staff is working on developing new job specific stormwater trainings.
5.3	Yearly assessments of current activities are conducted to identify positive and negative water quality activities.	We achieved our goal; Our 1 time per year assessment has been completed. SOP's that are currently place dictate materials are stored and facilities operate in a fashion to minimize stormwater impacts. The Town does not operate its own fueling facility and does not do its own fleet maintenance. All maintenance work done on fleet/heavy machinery is sent out for service. (Attachment D)
5.4	Complete development of new standard contract language that includes appropriate reference to standard operating procedures and storm water plans. Include standard contract language and SOPs in all new contracts.	We achieved our goal; Changes are made to contract language as necessary per project to maintain compliance with all local/state/federal laws and regulations, stormwater control measures, good housekeeping practices, and facility specific stormwater management operating procedures implemented by the Town.

C. Stormwater Data Summary

Provide a summary of the results of information collected and analyzed during the reporting period, including monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct monitoring of stormwater quality, conduct visual inspections, clean the inlets, look for illicit discharges, ect...

While assessing the success of the SWMP at reducing the discharge of pollutants to the MEP the Town uses several different methods. The Town conducts BMP inspections on all construction sites and requires all sites to submit their 3rd party BMP weekly inspections to the Town. We patrol for illicit discharges and educate our residents when we observe them practicing activities that could discharge pollutants into the MS4. On the other side of that, when we view residents practicing actions that prevent pollution to the MS4, we thank them and give them stormwater program SWAG. To collect data and analyze the effectiveness of our stormwater program over time, stormwater staff write a report for every incident/interaction/inspection that is conducted in Town limits. We keep that data and use it to see the effect of our efforts over time.

D. Impaired Waterbodies and Total Maximum Daily Loads

1. Identify whether an impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly identified impaired waters below by including the name of the water body and the cause of impairment.

No new impaired waters were added to the 303(d) list.

2. If applicable, explain below any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern.

The Town of Prosper has a portion (approximately 2.72 miles) of Wilson Creek (0821C_01) impaired for bacteria (Category 5c) first characterized in 2010. Since this creek is in category 5c, no TMDL for it is currently established. A FOG program has been implemented by Public Works and Engineering to address discharges of concern to the entire Town. The area in which the impaired segment lies is heavily built out as single family residential, so the Town is focusing on residential and community education at this time. Additionally, the Town is participating with the NTMWD and other concerned stakeholders as part of the proposed Watershed Protection Plan for the Lake Lavon Watershed.

3. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL.

Not Applicable

4. Report the benchmark identified by the MS4 and assessment activities:

Benchmark Parameter (Ex: Total Suspended Solids)	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
		Not Applicable	

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

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
	Not Applicable	

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

Description of bacteria-focused BMP	Comments/Discussion
Community Education	Improve water quality within the watershed through public education and outreach of various topics related to stormwater. Mainly the implementation of our "Scoop the Poop" program, FOG and proper yard waste disposal.
Watershed Protection Plan	Gave input in the Watershed Protection Plan for the Lake Lavon Watershed that was spearheaded by the North Texas Municipal Water District.

Illicit Discharge Detection and Elimination Program Inspections	Improve water quality within the watershed through storm sewer maintenance and inspection to identify and correct illicit discharges or connections. Stormwater staff patrol the streets as time allows for illicit discharge detection.
FOG Program	Stormwater staff have begun a database of used cooking oil containers and have started inspecting containers. Businesses with containers that are leaking/dripping are contacted and required to clean up all spillage. Public works completes business grease trap inspections.
FOG Program	Prosper's Public Works Department, inspects all grease traps at every business, located in Prosper's Town limits.

7. Assess the progress to determine BMP's effectiveness in achieving the benchmark.

For example, the MS4 may use the following benchmark indicators:

- number of sources identified or eliminated;
- number of illegal dumpings;
- increase in illegal dumping reported;
- number of educational opportunities conducted;

Benchmark Indicator	Description/Comments
Number of Illegal Dumpings	2 Cases reported by Code Compliance
Number of watershed protection educational video views	1,409 Views on our 2 watershed protection YouTube videos

illicit discharge detection through stormwater staff patrol and resident reporting	2 illicit discharges were detected by stormwater staff who were on patrol and by residents reporting issues
Number of educational opportunities conducted	5 educational opportunities were conducted

E. Stormwater Activities Next Reporting Year

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1-Public Education, Outreach and Involvement	1.1 Utility Bill Inserts	Education and Outreach	Utility bill inserts for 2024 will go out to all customers with info regarding constituents of stormwater pollution and prevention program contact info.
1-Public Education, Outreach and Involvement	1.2 Social Media	Education and Outreach	Facebook posts/Tweets with regards to the Stormwater Management Program and stormwater quality will be posted in 2024.
1-Public Education, Outreach and Involvement	1.3 Town Website	Education and Outreach	Information will be provided on the Town website and provides valuable information regarding stormwater topics as well as contact information.
1-Public Education, Outreach and Involvement	1.4 Reference Material at Town Library	Education and Outreach	Educational pamphlets, and stormwater bookmarks will be placed at the Town Hall reception desk and will be given out to residents.
1-Public Education, Outreach and Involvement	1.5 Town Staff Education/Training	Education and Outreach	Continuing education with regards to Stormwater is paramount to a successful Stormwater program. Various Town Dept. staff meetings include instructional discussions on erosion control inspections and similar topics. Key staff have also received additional training/education through conferences and seminars.

MCM(s)	BMP	Stormwater Activity	Description/Comments
1-Public Education, Outreach and Involvement	1.6 Stormwater Hotline	Education and Outreach	Stormwater hotline will be publicized on the Town website. A Stormwater email address has been established as well.
1-Public Education, Outreach and Involvement	1.7 Educational booths at Community Events	Education and Outreach	The Town's Stormwater Staff will provide information/demonstrates the watershed model at the Stormwater booth at the applicable Town events and multiple middle schools.
1-Public Education, Outreach and Involvement	1.8 Household Hazardous Waste Collection and Recycling	Education and Outreach	The Town of Prosper, Public Works Yard accepts bulky items to be properly disposed of; Public Works accepts items every Saturday between 8:00 AM and noon. This prevents bulky items from being illegally dumped and keeps them out of our waterways.
1-Public Education, Outreach and Involvement	1.8 Household Hazardous Waste Collection and Recycling	Education and Outreach	The Fire and Police departments will host two drug takeback events; The Town will partner with CWD for a Spring Cleanup and Recycling event.
1-Public Education, Outreach and Involvement	1.9 Watershed model demonstration for middle school classes	Education and Outreach	The Stormwater Staff will demonstrate and lend out the model to three middle schools where it will be shown to approx. 1,800 students.
1-Public Education, Outreach and Involvement	1.10 Storm drain inlet marking	Education and Outreach	Stormwater staff will install inlet markers on storm drain inlets throughout the Town of Prosper. Approximately 50 inlet markers will be installed this year.
2-Illicit Discharge detection and Elimination	2.2 Storm sewer map	Illicit discharge detection, investigation, and elimination	The map allows for proper IDDE investigations and for timely emergency response. The map is updated regularly by Town GIS staff.
2-Illicit Discharge detection and Elimination	2.3 Illicit Discharge Investigation and Elimination	Illicit discharge detection, investigation, and elimination	Investigations are used to locate/remove/prevent prohibited discharges as well as impacts to the MS4

MCM(s)	BMP	Stormwater Activity	Description/Comments
2-Illicit Discharge detection and Elimination	2.4 Household hazardous waste collection and recycling	Illicit discharge detection, investigation, and elimination	See BMP 1.8
2-Illicit Discharge detection and Elimination	2.5 Stormwater Hotline	Illicit discharge detection, investigation, and elimination	See BMP1.6
2-Illicit Discharge detection and Elimination	2.6 Hazardous Material Spill Response	Illicit discharge detection, investigation, and elimination	The Town will respond to spills and employ spill prevention procedures/practices for proper handling, storage and disposal. The Town Fire Department is responsible for all spill response and abatement. The stormwater Utility Administrator supervises all large cleanup efforts.
2-Illicit Discharge detection and Elimination	2.7 Hazardous Material Spill Response	Illicit discharge detection, investigation and elimination	The Town will continue to purchase PIG brand spill response buckets to carry in the Town's Stormwater and Construction inspection vehicles.
3-Construction Site Stormwater Runoff Control	3.1 Stormwater Management Ordinance-Erosion and sediment Control Requirements	Construction site stormwater runoff control	The Town's Stormwater Ordinance was adopted in December of 2016. It is available for reference online on the Town's Stormwater website.
3-Construction Site Stormwater Runoff Control	3.2 Requirements for construction site contractors	Construction site stormwater runoff control	The Town has requirements listed in general notes (available upon request) which are incorporated into every set of civil plans in addition to an erosion control plan prepared by the design consultant. Additionally, requirements are discussed at every preconstruction meeting including exchanging contact information and determining responsible parties for BMP maintenance, ect.

3-Construction Site Stormwater Runoff Control	3.3 Construction site Inspections	Construction site stormwater runoff control	Inspections of all construction sites will occur multiple times per month. Issues noted during inspections are sent to appropriate parties for cleanup/repair/correction and are followed up with a detailed inspection report.
MCM(s)	BMP	Stormwater Activity	Description/Comments
3-Construction Site Stormwater Runoff Control	3.4 Receipt and Consideration of information from the public	Construction site stormwater runoff control	A number of opportunities for the Town's residents to contact Town staff, including social media, hotlines, and staff contact info have been provided/updated to report discharges, complaints and to ask questions of staff.
4-Post Construction for New and Redevelopment	4.1 Engineering Design Requirements	Post Construction for New and Redevelopment	The Town's subdivision ordinance was updated in Summer 2017. An Engineering Drainage Design Manual was adopted in Dec. 2017
4-Post Construction for New and Redevelopment	4.2 Stormwater Management Ordinance-Post construction requirements	Post Construction for New and Redevelopment	In addition to the Town's Stormwater Ordinance adopted in December 2016, additional requirements are covered in updated Subdivision Ordinance and Drainage Design Manual. Copies are available for reference online on the Town's website.
4-Post Construction for New and Redevelopment	4.3 Structural and Non-structural BMP Maintenance	Post Construction for New and Redevelopment	Components exist with guidance in the Town's subdivision ordinance, stormwater ordinance as well as the Town's Engineering manuals. The Town has implemented a structural and non-structural BMP maintenance program.
5-Pollution Prevention/Good Housekeeping	5.1 Municipal Best Management Practices	Pollution Prevention/Good Housekeeping	Procedures were developed for Town staff to minimize environmental impacts.

5-Pollution Prevention/Good Housekeeping	5.2 Town staff training program	Pollution Prevention/Good Housekeeping	Staff will provide job specific stormwater training to Public Works employees. Building Inspections staff will discuss erosion control related items at weekly meetings. The Town also participated in the workshops to help write and design the proposed Watershed Protection Plan for lake Lavon that was spearheaded by the NTMWD. All Town employees are encouraged to contact the Stormwater Utility Administrator with any environmental related questions.
MCM(s)	BMP	Stormwater Activity	Description/Comments
5-Pollution Prevention/Good Housekeeping	5.3 Audit municipal facilities and equipment for environmental management	Pollution Prevention/Good Housekeeping	A list of Town facilities is updated on an annual basis along with the potential negative impacts that could be associated with said facilities. Personnel responsible for those facilities ensure that they meet Town standards. The Stormwater Utility Administrator inspects all facilities on a yearly basis.
5-Pollution Prevention/Good Housekeeping	5.4 Maintenance contractor requirements and oversight	Pollution Prevention/Good Housekeeping	Oversight ensures that the Town's stormwater ordinance and SOP's pertaining to stormwater are being followed by contractors hired by the Town.

F. SWMP Modifications And Additional Information

1. The SWMP and MCM implementation procedures are reviewed each year.

 X Yes No

2. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.

____ Yes No

If "Yes," report on changes made to measurable goals and BMPs:

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
NA	NA	NA

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

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

Not Applicable

G. Additional BMPs

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans.

Not Applicable

H. Additional Information

1. Is the permittee relying on another entity to satisfy any permit obligations?

____ Yes No

If "Yes," provide the name(s) of other entities and an explanation of their responsibilities (add more spaces or pages if needed).

Name and Explanation:

2. Is the permittee part of a group sharing a SWMP with other entities?

Yes No

3. If "yes," is this a system-wide annual report including information for all permittees?

Yes No

I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4: 37
2. Does the permittee utilize the optional seventh MCM related to construction?

Yes No

J. Certification

If this is a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

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

Name (printed): James House Title: Stormwater Utility Administrator

Signature: _____ Date: _____

Name of MS4: Town of Prosper

Name (printed): Chuck Ewings Title: Assistant Town Manager

Signature: _____ Date: _____

Name of MS4: Town of Prosper

Name (printed): Mario Canizares Title: Town Manager

Signature: _____ Date: _____

Name of MS4: Town of Prosper

ATTACHMENT A

ATTACHMENT B

ATTACHMENT C

ATTACHMENT D