



Tennessee Department of Environment and Conservation
 Division of Water Resources
 William R. Snodgrass Tennessee Tower,
 312 Rosa L. Parks Avenue, 11th Floor, Nashville, Tennessee 37243
 1-888-891-8332 (TDEC)

Phase II Small Municipal Separate Storm Sewer System (MS4) Annual Report

1. MS4 Information

Name of MS4: City of Portland		MS4 Permit Number: TNS088358
Contact Person: Carlton Cobb		Email Address: ccobb@cityofportlandtn.gov
Telephone: (615) 323-9293		MS4 Program Web Address: https://www.cityofportlandtn.gov/stormwater-management
Mailing Address: 100 South Russell Street		
City: Portland	State: Tennessee	ZIP code: 37148

What is the current population of your MS4? 12,500

What is the reporting period for this annual report? July 1 2016 to June 30 2017

2. Discharges to Waterbodies with Unavailable Parameters or Exceptional Tennessee Waters (Section 3.1)

- A. Does your MS4 discharge into waters with unavailable parameters (previously referred to as impaired) for pathogens, nutrients, siltation or other parameters related to stormwater runoff from urbanized areas as listed on TN's most current 303(d) list and/or according to the on-line state GIS mapping tool (tdeconline.tn.gov/dwr/)? If yes, attach a list. Yes No
- B. Are there established and approved TMDLs (<http://www.tn.gov/environment/article/wr-ws-tennessees-total-maximum-daily-load-tmdl-program>) with waste load allocations for MS4 discharges in your jurisdiction? If yes, attach a list. Yes No
- C. Does your MS4 discharge to any Exceptional Tennessee Waters (ETWs - http://environment-online.tn.gov:8080/pls/enf_reports/f?p=9034:34304:4880790061142)? If yes, attach a list. Yes No
- D. Are you implementing specific Best Management Practices (BMPs) to control pollutant discharges to waterbodies with unavailable parameters or ETWs? If yes, describe the specific practices: The City conducts pre construction meetings before all projects in the city limits begin. The City inspects and monitors at least 1/3 of the active construction sites no less than once per month. The City works directly with the sanitation pre treatment coordinator to identify illicit discharges. The City provide citizens with education pamphlets on stormwater management practices. Yes No

3. Public Education/Outreach and Involvement/Participation (Sections 4.2.1 and 4.2.2)

- A. Have you developed a Public Information and Education plan (PIE)? Yes No
- B. Is your public education program targeting specific pollutants and sources, such as Hot Spots? If yes, describe the specific pollutants and/or sources targeted by your public education program: Pamphlets and coloring books identify lawn clippings, pet waste, and trash as harmful pollutants. The education materials target audiences of all ages. Yes No
- C. Do you have a webpage dedicated to your stormwater program? If yes, provide a link/URL: <https://www.cityofportlandtn.gov/stormwater-management> Yes No

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- D. Summarize how you advertise and publicize your public education, outreach, involvement and participation opportunities: The City advertises and publicizes through the following methods: Stormwater Website, televised council meetings, utility bill inserts, vehicle door signs.
- E. Summarize the public education, outreach, involvement and participation activities you completed during this reporting period: The City has created a coloring book and passed out over 300 during the City's annual Strawberry Festival. The City also created water bottles with the words "only rain goes down the drain." The City is in the planning stage for conducting its first community stream clean up in October 2017. Portland also has a very detailed website for people to learn about stormwater management.
- F. Summarize any specific successful outcome(s) (e.g., citizen involvement, pollutant reduction, water quality improvement, etc.) fully or partially attributable to your public education and participation program during this reporting period: Portland was able to establish a stormwater maintenance crew that is expected to help improve the city's drainage issues. The crew has been able to communicate to the public the importance of proper water quality procedures and actions. The crew also aids the regulatory side with contractors and helps maintain construction sites and staying in compliance with the cities stormwater ordinance.

4. Illicit Discharge Detection and Elimination (Section 4.2.3)

- A. Have you developed and do you continue to update a storm sewer system map that shows the location of system outfalls where the municipal storm sewer system discharges into waters of the state or conveyances owned or operated by another MS4? Yes No
- B. If yes, does the map include inputs into the storm sewer collection system, such as the inlets, catch basins, drop structures or other defined contributing points to the sewershed of that outfall, and general direction of stormwater flow? Yes No
- C. How many outfalls have you identified in your storm sewer system? N/A Study is currently being conducted and expected to be complete by December 2017.
- D. Do you have an ordinance, or other regulatory mechanism, that prohibits non-stormwater discharges into your storm sewer system? Yes No
- E. Have you implemented a plan to detect, identify and eliminate non-stormwater discharges, including illegal disposal, throughout the storm sewer system? If yes, provide a summary: The city conducts an annual training for all employees to learn to identify illicit discharges. Once there is a suspension of an illicit discharge, the stormwater manager conducts an investigation and reports the results and plan of action to the city engineer. Yes No
- F. How many illicit discharge related complaints were received this reporting period? 5
- G. How many illicit discharge investigations were performed this reporting period? 5
- H. Of those investigations performed, how many resulted in valid illicit discharges that were addressed and/or eliminated? 5

5. Construction Site Stormwater Runoff Pollutant Control (Section 4.2.4)

- A. Do you have an ordinance or other regulatory mechanism requiring:
 - Construction site operators to implement appropriate erosion prevention and sediment control BMPs consistent with those described in the TDEC EPSC Handbook? Yes No
 - Construction site operators to control wastes such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste? Yes No

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- Design storm and special conditions for unavailable parameters waters or Exceptional Tennessee Waters consistent with those of the current Tennessee Construction General Permit (TNR100000)? Yes No
- B. Do you have specific procedures for construction site plan (including erosion prevention and sediment BMPs) review and approval? Yes No
- C. Do you have sanctions to enforce compliance? Yes No
- D. Do you hold pre-construction meetings with operators of priority construction activities and inspect priority construction sites at least monthly? Yes No
- E. How many construction sites disturbing at least one acre or greater were active in your jurisdiction this reporting period? 9
- F. How many active priority and non-priority construction sites were inspected this reporting period? 56
- G. How many construction related complaints were received this reporting period? 9
6. Permanent Stormwater Management at New Development and Redevelopment Projects (Section 4.2.5)
- A. Do you have a regulatory mechanism (e.g. ordinance) requiring permanent stormwater pollutant removal for development and redevelopment projects? If no, have you submitted an Implementation Plan to the Division? Yes No
 Yes No
- B. Do you have an ordinance or other regulatory mechanism requiring:
- Site plan review and approval of new and re-development projects? Yes No
- A process to ensure stormwater control measures (SCMs) are properly installed and maintained? Yes No
- Permanent water quality riparian buffers? If yes, specify requirements: The City's Stormwater ordinance section 21-106 (2) (c) specifies all permanent riparian buffer requirements. Buffers shall be clearly marked on site development plans, land disturbance permits, and or concept plans. Buffer width depends on the size of the drainage area. Buffer areas can be 30 ft. - 60 ft. depending on if the receiving water is impaired. Yes No
- C. What is the threshold for development and redevelopment project plans plan review (e.g., all projects, projects disturbing greater than one acre, etc.)? The city engineer determines that the Stormwater discharge will contribute to, or is likely to contribute to a violation of a state water quality standard or if any development disturbs more than one acre.
- D. How many development and redevelopment project plans were reviewed for this reporting period? 21
- E. How many development and redevelopment project plans were approved? 21
- F. How many permanent stormwater related complaints were received this reporting period? 0
- G. How many enforcement actions were taken to address improper installation or maintenance? 6
- H. Do you have a system to inventory and track the status of all public and private SCMs installed on development and redevelopment projects? Yes No
- I. Does your program include an off-site stormwater mitigation or payment into public stormwater fund? If yes, specify. _____ Yes No

7. Stormwater Management for Municipal Operations (Section 4.2.6)

A. As applicable, have stormwater related operation and maintenance plans that include information related to maintenance activities, schedules and the proper disposal of waste from structural and non-structural stormwater controls been developed and implemented at the following municipal operations:

- | | | |
|--|---|-----------------------------|
| Streets, roads, highways? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Municipal parking lots? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Maintenance and storage yards? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Fleet or maintenance shops with outdoor storage areas? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Salt and storage locations? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Snow disposal areas? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Waste disposal, storage, and transfer stations? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

B. Do you have a training program for employees responsible for municipal operations at facilities within the jurisdiction that handle, generate and/or store materials which constitute a potential pollutant of concern for MS4s? Yes No

If yes, are new applicable employees trained within six months, and existing applicable employees trained and/or retrained within the permit term? Yes No

8. Reviewing and Updating Stormwater Management Programs (Section 4.4)

A. Describe any revisions to your program implemented during this reporting period including but not limited to:

Modifications or replacement of an ineffective activity/control measure. N/A

Changes to the program as required by the division to satisfy permit requirements. N/A

Information (e.g. additional acreage, outfalls, BMPs) on newly annexed areas and any resulting updates to your program. The City has not annexed any additional land.

B. In preparation for this annual report, have you performed an overall assessment of your stormwater management program effectiveness? If yes, summarize the assessment results, and any modifications and improvements scheduled to be implemented in the next reporting period. Please see attachment with header "CEC" Meeting Notes. Yes No

9. Enforcement Response Plan (Section 4.5)

- A. Have you implemented an enforcement response plan that includes progressive enforcement actions to address non-compliance, and allows the maximum penalties specified in TCA 68-221-1106? If no, explain. _____ Yes No
- B. As applicable, identify which of the following types of enforcement actions (or their equivalent) were used during this reporting period; indicate the number of actions, the minimum measure (e.g., construction, illicit discharge, permanent stormwater management), and note those for which you do not have authority:

<u>Action</u>	<u>Construction</u>	<u>Permanent Stormwater</u>	<u>Illicit Discharge</u>	<u>In Your ERP?</u>	
Verbal warnings	# <u>9</u>	# <u>0</u>	# <u>0</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Written notices	# <u>9</u>	# <u>0</u>	# <u>5</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Citations with administrative penalties	# <u>9</u>	# <u>0</u>	# <u>5</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Stop work orders	# <u>2</u>	# <u>0</u>	# <u>0</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Withholding of plan approvals or other authorizations	# <u>0</u>	# <u>0</u>	# <u>0</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Additional Measures	# <u>0</u>	# <u>0</u>	# <u>0</u>	Describe: _____	

- C. Do you track instances of non-compliance and related enforcement documentation? Yes No
- D. What were the most common types of non-compliance instances documented during this reporting period? Not having proper erosion control measures in place on construction sites. Proper spill cleanup was also a common issue on sites.

10. Monitoring, Recordkeeping and reporting (Section 5)

- A. Summarize any analytical monitoring activities (e.g., planning, collection, evaluation of results) performed during this reporting period. The City has hired Western Kentucky University to conduct analytical monitoring throughout the waterways in the city. The contract calls for outfalls, impairments, and overall health of the streams to be identified. Results shall be included in the 2017 - 2018 annual report.
- B. Summarize any non-analytical monitoring activities (e.g., planning, collection, evaluation of results) performed during this reporting period. The City has hired Western Kentucky University to conduct analytical monitoring throughout the waterways in the city. The contract calls for outfalls, impairments, and overall health of the streams to be identified. Results shall be included in the 2017 - 2018 annual report.
- C. If applicable, are monitoring records for activities performed during this reporting period submitted with this report. Yes No

11. Certification

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This report must be signed by a ranking elected official or by a duly authorized representative of that person. See signatory requirements in sub-part 6.7.2 of the permit.

"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 gather and evaluate 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."

Kenneth Wilber / Mayor

Printed Name and Title

Signature

Date

Annual reports must be submitted by September 30 of each calendar year (Section 5.4) to the appropriate Environmental Field Office (EFO), identified in the table below:

EFO	Street Address	City	Zip Code	Telephone
Chattanooga	1301 Riverfront Pkwy, Suite 206	Chattanooga	37402	(423) 634-5745
Columbia	1421 Hampshire Pike	Columbia	38401	(931) 380-3371
Cookeville	1221 South Willow Ave.	Cookeville	38506	(931) 520-6688
Jackson	1625 Hollywood Drive	Jackson	38305	(731) 512-1300
Johnson City	2305 Silverdale Road	Johnson City	37601	(423) 854-5400
Knoxville	3711 Middlebrook Pike	Knoxville	37921	(865) 594-6035
Memphis	8383 Wolf Lake Drive	Bartlett	38133	(901) 371-3000
Nashville	711 R S Gass Boulevard	Nashville	37216	(615) 687-7000