



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 McMinnville		MS4 Permit Number: TNS077623
Contact Person: Lyndon Bussell		Email Address: Lbussell@mcminnvilletn.gov
Telephone: (931) 473-1204		MS4 Program Web Address: http://www.mcminnvilletn.gov/departments/planning_and_zoning/stormwater.php
Mailing Address: 101 East Main Street P.O. Box 7088		
City: McMinnville	State: Tennessee	ZIP code: 37110

What is the current population of your MS4? 13,688

What is the reporting period for this annual report? July 1 2018 to June 30 2019

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/](http://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-wws-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](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: \_\_\_\_\_.  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: See Attached.  Yes  No
- C. Do you have a webpage dedicated to your stormwater program? If yes, provide a link/URL: [http://www.mcminnvilletn.gov/departments/planning\\_and\\_zoning/stormwater.php](http://www.mcminnvilletn.gov/departments/planning_and_zoning/stormwater.php)  Yes  No
- D. Summarize how you advertise and publicize your public education, outreach, involvement and participation opportunities: The City of McMinnville advertises and publicizes through the following methods: Stormwater website, social media and handouts at various events that includes information on the City's stormwater program.

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- E. Summarize the public education, outreach, involvement and participation activities you completed during this reporting period: On our website, we have links to resources such as: Stormwater Ordinance, Reporting Illicit Discharges, Previous Annual Reports, Land Disturbance Permit Applications, Stormwater Control Measure Manuals, Pamphlets on the Best Management Practices of Hot Spots and Management of Storm Drains and some Frequently Asked Questions that we receive. We do have handouts that are made available to the public whenever we receive questions or concerns about Stormwater.
- 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: We have an influx of people coming to our website. Most notable of these individuals have been contractors trying to figure out how to work our GIS maps of our stormwater system. We have had to field these questions and help them become more accustomed to our GIS map. Additionally, we have seen more people aware of illicit discharges and have contacted us to investigate as a result.

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? 75
- 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: See Attached.  Yes  No
- F. How many illicit discharge related complaints were received this reporting period? 2
- G. How many illicit discharge investigations were performed this reporting period? 2
- H. Of those investigations performed, how many resulted in valid illicit discharges that were addressed and/or eliminated? 2

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
  - 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

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- 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? 4
- F. How many active priority and non-priority construction sites were inspected this reporting period? 20
- G. How many construction related complaints were received this reporting period? 6

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 16-706 (2)c specifies all permanent riparian buffer requirements. Buffers shall be applied to all water resources located in, or adjacent to any activity that requires a Land Disturbance Permit. Buffer width depends on the side of the drainage area. Buffer areas can be 30ft to 60ft 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.)? All new development projects, regardless of disturbance
- D. How many development and redevelopment project plans were reviewed for this reporting period? 5
- E. How many development and redevelopment project plans were approved? 4
- F. How many permanent stormwater related complaints were received this reporting period? 8
- G. How many enforcement actions were taken to address improper installation or maintenance? 0
- 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?  Yes  No
  - Municipal parking lots?  Yes  No
  - Maintenance and storage yards?  Yes  No

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- |   |   |                             |
|---|---|-----------------------------|
| 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? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| If yes, are new applicable employees trained within six months, and existing applicable employees trained and/or retrained within the permit term?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> 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. None
- Changes to the program as required by the division to satisfy permit requirements. None
- Information (e.g. additional acreage, outfalls, BMPs) on newly annexed areas and any resulting updates to your program. None
- 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. My overall assessment of the Stormwater Management Program and it's effectiveness is fair. We still have lots of room of improvement on most aspects of our program. We are currently working with CitizenServe (our software for documentation) to be more streamlined and efficient in recording complaints, inspections and activities related to Stormwater. Our GIS mapping has improved greatly and we have identified a portion of our outfalls. We are planning to identify more in the upcoming report period so we can be as accurate as possible in not only the number of outfalls but the location of them as well. We have also implemented a checklist via TDEC that is to be perform on all monthly inspections of sites that are greater than one acre in size. Our education efforts will also be intensified in the upcoming reporting period by targeting hot spots, kids and adults through education of the importance of stormwater clarity. We plan to use pamphlets for the owners of these hot spots and adults. We have developed a coloring comic book that teaches young kids the importance of keeping our stormwater clean that we will be distributing at various events.
- Yes       No

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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>5</u>	# <u>0</u>	# <u>0</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Written notices	# <u>2</u>	# <u>0</u>	# <u>3</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Citations with administrative penalties	#_____	#_____	#_____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Stop work orders	# <u>0</u>	# <u>0</u>	# <u>0</u>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Withholding of plan approvals or other authorizations	# <u>1</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?  
Construction without a permit

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. None
- B. Summarize any non-analytical monitoring activities (e.g., planning, collection, evaluation of results) performed during this reporting period. None
- C. If applicable, are monitoring records for activities performed during this reporting period submitted with this report.  Yes  No

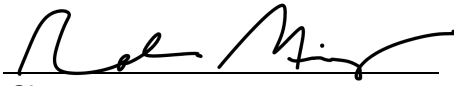
11. Certification

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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."*

Nolan Ming  
City Administrator  
\_\_\_\_\_  
Printed Name and Title

  
\_\_\_\_\_  
Signature

10/03/2019  
\_\_\_\_\_  
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