MS4 Self-Assessment

Public Involvement and Participation Program

Module 6

Name of the Permittee: City of San Antonio	MS4 Permit Number: WQ0004284000
Assessment Period:	

Permittee Instructions: Please complete the worksheet below. Please note that upon opening this Module, some content may be disabled such as the capacity to check inside the "boxes." The content can usually be activated by pressing "Enable Content" which will appear below the Toolbar in "MS Office."

Not Required on Existing Permit But the City and it's Co-Permittee's are working to begin this program

ATTACHMENTS REQUESTED	Document attached
1. Attach an organizational chart.	☐ YES ☐ NO

PUBLIC INVOLVEMENT AND PARTICIPATION **Control Measure to provide opportunities for citizens to participate in program development and implementation, including effectively publicizing public hearings and/or encouraging citizen representatives on a storm water management panel.**	
1. In accordance with 40 CFR §122.26 [Phase I] and 40 CFR §122.34(a) and 40 CFR § 122.34(b)(2) [Phase II], has the permittee developed a S*torm Water Management Program (SWMP),* that describes how the **Public Involvement and Participation** Control Measure will be implemented?	☐ YES ☐ NO
2. What pollutants of concern are targeted for reduction through the **Public Involvement and Participation** program?	
Response	
ORGANIZATIONAL STRUCTURE	
1. Is there a storm water team in place to ensure that the **Public Involvement and Participation** program is properly implemented?	☐ YES ☐ NO
2. Describe the organizational structure and staff responsibilities necessary to implement the **Public Involvement and Participation** program. Include the name, title, contact information, department name and key responsibilities of each team member. *(Attach an organizational chart)*	
Response	
3. What co-permittee(s) or interagency departments will participate in the implementation of the **Public Involvement and Participation** program?	
Response	
4. Describe any formal agreements and key areas of responsibility shared by the permittee, co-permittee(s), and or interagency departments in the implementation of the **Public Involvement and Participation** program.	
Response	
5. Do program participants *(e.g., permittee, co-permittee(s), and other departments)* meet regularly to discuss the progress of the **Public Involvement and Participation** program?	☐ YES ☐ NO
6. Describe the frequency of these meetings.	

Response	
LEGAL AUTHORITY	
1. Does the permittee have legal authority to implement the **Public Involvement and Participation** program?	☐ YES ☐ NO
2. What ordinances, codes, or policies provide this legal authority?	
Response:	
3. Who *(e.g., specific staff, department)* has the authority to enforce this legal authority?	
Response:	

FISCAL RESOURCES		
1. What is the budget for the implementation of the **Public Involvement and Participation** program?	**REPORTING PERIOD**	**NEXT REPORTING PERIOD**
	Response	**Response**

SECTION I: MEASURABLE GOALS	
1. What are the Measurable Goals for the **Public Involvement and Participation** program? Include expected quantifiable results.	
Measurable Goal 1	
Expected Quantifiable Results	
Measurable Goal 2	
Expected Quantifiable Results	
Measurable Goal 3	
Expected Quantifiable Results	
Measurable Goal 4	
Expected Quantifiable Results	
2. Are these Measurable Goals described in the SWMP?	☐ YES ☐ NO

SECTION II: TRAINING/EDUCATION	
STAFF	
1. Does the permittee require staff to complete special, continuous and or annual training or obtain certification or licensing to implement and manage the **Public Involvement and Participation** program?	☐ YES ☐ NO
2. If yes, describe the applicable training, certification or licensing and the required frequency for each.	
Response	
3. Does the permittee have a system in place to notify staff when required training is dues and does it document the training completion dates?	☐ YES ☐ NO
CONTRACTORS	
1. Does the permittee contract out any part of the **Public Involvement and Participation** program contracted?	☐ YES ☐ NO
2. If yes, describe the part of the **Public Involvement and Participation** program that is contracted.	
Response	
SECTION III: INVOLVEMENT AND PARTICIPATION ACTIVITIES	
1. What activities are implemented to gain public participation? *(Check all that apply)*	

Activity	YES/NO
Litter Control Campaign	☐ YES ☐ NO
Motor Oil Recycling	☐ YES ☐ NO
Household Hazardous Waste Collection Days	☐ YES ☐ NO
Clean Water Business Partnerships to motivate community activities related to water quality improvement	☐ YES ☐ NO
Surveys	☐ YES ☐ NO
Stream and Lake Cleanup Campaigns	☐ YES ☐ NO
Educational Campaigns to teach students about the impact of urban runoff and ways to prevent pollution	☐ YES ☐ NO
Storm Drain Stenciling	☐ YES ☐ NO
Partnerships with Civic Organizations	☐ YES ☐ NO
Citizen Advisory Group that helps to create and establish local ordinances	☐ YES ☐ NO
Waste and Paper Recycling	☐ YES ☐ NO
Tree planting	☐ YES ☐ NO
Adopt-A-Stream Project	☐ YES ☐ NO
Adopt-A-Road Project	☐ YES ☐ NO
Water Quality Hotline to report illicit dumping and discharges into storm drains	☐ YES ☐ NO
Citizen environmental watch and reporting programs	☐ YES ☐ NO
Review the municipal Storm Water Management Plan	☐ YES ☐ NO
Review Notice of Intent and Storm Water Pollution Prevention Plans of Builders	☐ YES ☐ NO
Meetings with City Council	☐ YES ☐ NO
Other, *(Specify)*:	☐ YES ☐ NO

SECTION IV: RECORDS MANAGEMENT

1. Does the permittee have a database in place to track the activities of the **Public Involvement and Participation** program?	☐ YES ☐ NO
2. What information *(e.g., events, feedback, topics)* is tracked for the **Public Involvement and Participation** program?	
Response	
3. Who has access to this database?	
Response	
4. Who is responsible for updating information the database?	
Response	
5. Does the permittee update its SWMP to reflect current change and progress made in the **Public Involvement and Participation** program?	☐ YES ☐ NO

SECTION V: ASSESSMENT	
1. Does the permittee assess the effectiveness of the **Public Involvement and Participation** program?	☐ YES ☐ NO
2. Based on the results of the effectiveness assessment, describe the positive results of the **Public Involvement and Participation** program.	
Response	
3. Based on the results of the effectiveness assessment, what changes are proposed to enhance the **Public Involvement and Participation** program?	
Response	
4. Does the permittee have adequate staff and equipment to implement the **Public Involvement and Participation** program?	☐ YES ☐ NO
5. Does the permittee assess the **Public Involvement and Participation** program to determine if it meets Measurable Goals and other indicators?	☐ YES ☐ NO
6. Does the permittee assess the **Public Involvement and Participation** program's compliance with the permit requirements?	☐ YES ☐ NO
7. Does the permittee generate an assessment report of the **Public Involvement and Participation** program for its records?	☐ YES ☐ NO
8. What departments are involved in the **Public Involvement and Participation** program assessment?	
Response	

Completed by (Print Name): Arthur Reinhardt		
Signature:	**Date:** 7/28/15	
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The City of San Antonio existing permit does not have this requirement. Due to this item being Proposed within the existing draft permit the City received September 28, 2012, we are currently developing a Public Participation Plan/Program for our City. We have an existing education program that is being expanded to meet this new requirement.