



LUBBOCK COUNTY FLOODPLAIN MANAGER

P.O. BOX 10536

LUBBOCK, TX 79408

PHONE: (806) 549-8178 FAX: (806) 775-7950

December 15, 2021

Texas Commission on Environmental Quality
Stormwater Team Leader (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for Lubbock County
TPDES Authorization: TXR040324

Dear Team Leader:

This letter serves to transmit the required annual report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040324 for the Lubbock County.

The annual report is for Year 3. The reporting period's beginning October 1, 2020 and ending September 30, 2021. A separate Notice of Change has not been submitted based on the fact that changes have not been proposed for the next permit year. The Notice of Change was submitted to TCEQ's Applications Review and Processing Team (MC-148):

BY REGULAR U.S. MAIL:
Texas Commission on Environmental Quality
Applications Review and Processing Team (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

As required by the general permit, a copy of the report has been delivered to the TCEQ's regional office 2 in Lubbock, Texas.

Sincerely,

Brent Hogan



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Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040324

Reporting Year : 3

Annual Reporting Year Option Selected by MS4:

Calendar Year: 2021

Permit Year: 2021

Fiscal Year: XX Last day of fiscal year: September 30, 2021

Reporting period beginning date: October 1, 2020

Reporting period end date: September 30, 2021

MS4 Operator Level: 2 Name of MS4: Lubbock County

Contact Name: Brent Hogan Telephone Number: 806-549-8178

Mailing Address: P.O. Box 10536, Lubbock, TX, 79408

E-mail Address: BHogan@LubbockCounty.gov

A copy of the annual report was submitted to the TCEQ Region: YES XX
NO Region the annual report was submitted to: TCEQ Region 2.

B. Status of Compliance with the MS4 GP and SWMP



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1. Provide information on the status of complying with permit conditions: (TXR040000Part IV.B.2)

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	XX		
Permittee is currently in compliance with recordkeeping and reporting requirements.	XX		Any information pertinent to the program is recorded.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	XX		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	XX		The Environmental and Safety Department worked with the Public Works Department to ensure compliance and applicability.

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)



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1: Public Education, outreach, and Involvement	Provide Educational Material to County Residents on the County Website and produce and distribute two PSA's Annually	Yes, Websites provide information to rural residents to educate on Storm water Management.
1.1 PSA on Storm water management	Public Service Announcement or Public Release to educate the public and to publicize storm water events.	Yes, Cooperate with the City of Lubbock to broadcast PSA's to educate the citizens of Lubbock County, as well as, radio announcements of community clean up events
1.2 Educational Materials on the Website.	Provide up-to-date storm water program information on the County Website impacts polluted storm water can have on water quality.	Yes, The SWMP is posted on the county website for access of information by citizens of Lubbock County. Links to Federal and other local information is listed to provide information regarding Storm water runoff and pollution prevention.
		Incorporate educational material related to storm water in the Sanitation web page. Possible topics include: <ul style="list-style-type: none"> • impacts polluted storm water can have on water quality, • hazards of illegal discharges, • steps to reduce pollutants in storm water, • illegal dumping, • other MS4 topics



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1.3 Social Media Posts	Lubbock County will post storm water related topics to the Lubbock County Facebook	Yes, April 21, 2021
1.4 Public Notices	Lubbock County Commissioner's Court meetings are subject to state/local public notice requirements	July 26, 2021 Public Works brought forward information regarding unpaved and paved road maintenance, signs and parks.
1.5 Event Participation	Lubbock County participates in community clean-up programs.	Yes, Sheriff's Department, Road & Bridge department and the Environmental Department conducted a community cleanup on June 26, 2021.
2.1 MS4 Map	Lubbock County will continue developing a storm water management map of the EPA-delineated urbanized areas in accordance with TCEQ requirements.	Created a MS4 map that identifies the location of playa lakes and draws that receive water from the urbanized areas in unincorporated Lubbock County.



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2.2 County Employee Education	Good housekeeping and pollution prevention training for employees in public works, facility maintenance and Sanitation activities and fleet.	Yes, Annual training provided to key county department staff on September 21, 2021. Sign in sheet and presentation included.
2.3 MS4 staff training	County storm water staff will attend training on MS4 and other storm water issues. The training may include workshops, classes, seminars, professional membership meetings or other platforms provided by TCEQ, EPA, Texas Agrilife Extension, or other organizations	Yes, The Environmental and Safety Director, Director of Public Works, or a designee attended one training September 23, 2021
2.4 Investigation of Illicit Discharges	Conduct investigations to determine the source of illicit discharges and illegal dumping activities	Yes, any complaints received are investigated for illicit discharges. Work orders resulting in ditch cleaning resulted in ditch cleaning



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2.5 Spill Response	Lubbock County maintains spill response equipment and trains the Road & Bridge, Fleet Maintenance and Facilities employees to respond to spills and illicit discharges.	<p>Yes, Spill response equipment has been issued and is maintained in the appropriate areas to prevent illicit discharges and contamination.</p> <p>Maintained 100% of spill response equipment issued to employees. Staff will document the spill response equipment issued. Safety and Sanitation inspections document inspections of equipment.</p>
2-6 Source Investigation and Elimination – Onsite Sewage Facility (OSSF)	The State of Texas authorizes Lubbock County to enforce rules regarding the installation and operation of on-site sewerage facilities and public health violations that may contribute to bacteria loading in State waters. The Sanitation Department investigates OSSF complaints, maintains records of actions taken, and reports the number of open investigations and sights brought into compliance.	Prepare and review one annual OSSF report. On Site Sewage permits included
2-7 Source Investigation and Elimination – Illegal Dumping	Lubbock County Sheriff's Department Environmental Division (806) 775-1182 accepts illegal dumping calls, investigates illegal dumping complaints, issues citations, and files criminal cases with the Lubbock District	Environmental and Safety Director and Sheriff's Environmental staff communicate accordingly regarding OSSF issues, dumping or environmental compliance to ensure the problem is resolved.



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<p>2-7 Source Investigation and Elimination – Illegal Dumping</p>	<p>Attorney’s Office for cases in the county. Sanitation staff will coordinate with the Sheriff’s Department Environmental Division to annually report activities including number of illegal dumping cases, number of cleanups, number of citations, and number of criminal cases that occurred in the county.</p>	<p>Sanitation Department and Sheriff’s Environmental Division staff will discuss the number of illegal dumping cases, number of cleanups, number of citations, and number of criminal cases that occurred in the county each fiscal year. There were no case or citations to document this fiscal year.</p>
<p>3-1 Distribute General TCEQ Compliance Information</p>	<p>Lubbock County will implement TCEQ storm water construction measures to the extent allowed under State law. The county does not have rule/ordinance making authority granted to home rule cities. The County will provide general information about the TCEQ requirements to construction site operators.</p>	<p>Review the Lubbock County Sanitation and Public Works web pages and update the Residential Construction in Unincorporated Areas and Development and Construction sections to:</p> <ul style="list-style-type: none"> • Notify construction site operators that construction activities are subject to TCEQ General Permit TXR150000 Storm water Discharges Associated with Construction Activities. • Notify individuals and businesses that have a construction project that disturbs one acre or more and drains into unincorporated Lubbock County to mail a copy of the Construction Site Notice or Notice of Intent to: contact information • Direct construction site operators to available storm water BMP information. Information can be found on Lubbock County Public works webpage.



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3.1 Erosion Control and On-Site Waste Control Ordinance	Distribute SWSP information to 100% of Plat Applications received.	Yes, reviewed voluntary compliance with construction sites for their effectiveness in managing construction site erosion and waste control
3-2 Construction Plan Review Procedures	The County Public Works department staff and/or consultants will review county road construction documents to ensure the county follows all TCEQ Construction General Permit rules and regulations for their road construction contracts.	Yes, reviewed 100% of the county road construction plans and specifications to confirm compliance with TCEQ Construction General Permit. Staff will document reviews and prepare an annual report summarizing the reviews. Woodrow Road, Alcove, CR 2300, 6900, 7300, 3300, 2500, Walnut Ave.
3.3 Construction Site Inspection and Enforcement	Lubbock County construction site inspections will include all contracted county road construction projects and one voluntary construction site inspection in the urbanized	Inspect 100% of the contracted county road construction projects. Staff will document inspections, infractions, follow up inspections and actions for the annual report. No contracted road projects this year.
	Staff will confirm site operators have submitted the NOI, have a functional SWPPP, have erosion control materials, are controlling construction waste, and are in general compliance with TCEQ requirements. The County will notify TCEQ if entrance to a site is denied, if a request to review records is denied, or if significant violations persist.	Conducted one construction inspection in unincorporated Lubbock County annually. Staff will document inspections, infractions, follow up inspections and document for the annual report. Reports included.



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4-1 Pervious Drainage Systems	The Subdivision Regulations of Lubbock County allow developers, builders, and residents in unincorporated areas to install open vegetated drainage ditches and channels to convey storm water. The unlined ditches and channels promote infiltration and natural storm water filtration.	Lubbock County will maintain the Subdivision Regulations allowing open channel construction. County staff will document any changes in the regulations in the annual report. No changes.
5.1 County Owned Facility Inventory	Lubbock County has no facilities in the MS4 regulated area other than roads and roadside ditches. The county maintains two facilities in the unincorporated area for public meetings. The remaining Lubbock County facilities are located within the city limits of Lubbock, Shallowater, Wolfforth, Idalou, and Slaton. Lubbock County will monitor future county construction and inventory any facilities constructed in the regulated area.	Yes, conduct an annual review of the county facilities list and capital improvement plan to determine if any county facilities are constructed in the regulated area. Staff will document any additions in the annual report as needed. No additions to list
5.2 County Employee Education	As described in BMP2.2 Lubbock County Provides good housekeeping and pollution prevention training for employees in Public Works, Facility Maintenance and Sanitation activities. The training program consists of educational materials developed by providers such as Texas Agrilife Extension, TCEQ, EPA. Sanitation Staff will train employees about pollution prevention techniques, illicit discharges, and good housekeeping practices.	A training session was completed for county staff with at target of 75% County Road and Bridge staff each year. Staff will document this training in BMP 2.2 September 21, 2021



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5.3 Disposal of Waste Material	Lubbock Road and Bridge staff routinely blade the county roads and remove accumulated dirt and grass from roadside ditches. This material is used to fill in other areas in county right of way. Equipment operators are instructed to inspect the site and remove trash and objectionable materials and dispose of them in accordance with 30 TAC Chapters 330 or 335 as applicable.	Yes, Training was completed for equipment operators to ensure all trash and objectionable material is disposed of properly.
5-4 Contractor Requirements and Oversight	Lubbock County staff will coordinate with Facilities Maintenance, Public Works, and Purchasing to require all county construction contractors to abide by TCEQ storm water requirements and good housekeeping BMPs by including necessary language in each contract.	Public Works staff will incorporate TPDES General Permit requirements in 100% of the road construction documents. Lubbock County construction contracts include stormwater good house keeping requirements. No new contracts in year 3.
5-5 Municipal Operation and Maintenance Activities	Lubbock County will monitor all county facilities in the unincorporated areas annually to confirm maintenance activities meet the requirements of the general permit.	Conduct annual site visits to County facilities in the unincorporated areas. Document visits and observations in the annual report. Documentation attached.



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5.6 Identifying County Owned Facilities with Chemical Pollutants of Concern	Lubbock County will review county owned facilities and identify facilities storing more than 55 gallons or 500 pounds of chemical pollutants of concern posing a potential discharge. County staff will conduct annual visits to the identified facilities to identify pollutants of concern locations, visually inspect chemical locations, and identify any spills or potential issues. County staff will prepare a chemical list documenting the identified chemical pollutants of concern.	<p>County staff will identify county owned facilities containing 55 gallons or 500 pounds or more of chemical pollutants of concern. Staff will prepare a chemical list documenting the identified chemicals.</p> <p>County staff will visit each county owned facility identified in years 1 and 2, visually inspect the chemical locations for spills and potential issues and document the findings in the chemical list. Lists included in attachment.</p>
5-7 Structural Control Measures	Road and Bridge staff routinely blade the county roads and clean roadside ditches. This work maintains the ditch capacity ensuring the drainage system functions properly.	Lubbock County cleaned ditches on 52 miles of county roadway last year. Staff documented the length of ditch cleaned annually. Staff documented the length of ditch cleaned annually.



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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 PSA on Storm water Management	Television Advertisement		commercials	Yes, citizens are informed of Storm water runoff requirements and contamination hazards
	1.2 Educational Materials on Website	Online information		Online information	Yes, Websites provide information to residents to educate on Stormwater Management and reduction.



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	1.2 Educational Materials on Website	Online information		Online information	Incorporate educational material related to storm water in the Sanitation web page. Possible topics include: <ul style="list-style-type: none"> • impacts polluted storm water can have on water quality, • hazards of illegal discharges, • steps to reduce pollutants in storm water, • illegal dumping, • other MS4 topics
	1.3 Social Media Posts	Social Media Post	1	Events	.
	1.4 Public Notices	Commissioners Court	1	Meeting	Yes, Information is provided to county representatives and the public.
	1.5 Event Participation	Community Clean up	1	Clean up event	Yes, Community participated in environmental cleanup and pollution prevention.



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2	2.1 MS4 map	Evaluated the identified urbanized areas and created the MS4 map.	1	Map	Yes, this map helps to delineate the area to evaluate and observe the progress of the progress of the SWMP and program
	2.2 County Employee education	Training in Fleet Maintenance and Road & Bridge Departments	1	Training presentations	Yes, county employees are trained to maintain and utilize spill response clean up equipment as needed.
	2.3 MS4 Training	County storm water staff will attend training on MS4 and other storm water issues. The training may include workshops, classes, seminars, professional membership meetings or other platforms provided by TCEQ, EPA, Texas Agrilife Extension, or other organizations	1	Training	Yes, one member attending training



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	2.4 Public Reporting Illicit Discharge Detection and Elimination	County staff will investigate citizen and employee reported illicit discharges in a timely fashion. The County will notify TCEQ Region 2 Field Office of all identified illicit dischargers that do not comply voluntarily.	1	Call Logs and Complaints	Yes, Proactive and reactive responses from the Sanitation Department and the Sheriff's Office Help eliminate and minimize Environmental impact and educate county residents.
	2.5 Spill Response	Lubbock County maintains spill response equipment and trains the Road & Bridge, Fleet Maintenance and Facilities employees to respond to spills and illicit discharges.	3	Inspections and reporting as needed	Yes, Materials are available in the event of a chemical incident or illicit discharge. Training has been conducted to prevent releases.



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	2.6 Source Investigation & Elimination - OSSF	The State of Texas authorizes Lubbock County to enforce rules regarding the installation and operation of on-site sewerage facilities and public health violations that may contribute to bacteria loading in State waters. The Sanitation Department investigates OSSF complaints, maintains records of actions taken, and reports the number of open investigations and sights brought into compliance.	12	Complaints and observations	Yes, The Designated Representative investigates and inspects complaints and installations. Monthly reports are turned into TCEQ for review and record keeping.
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	2.7 Source Investigations & Elimination-Illegal Dumping	Lubbock County Sheriff's Department Environmental Division (806) 775-1182 accepts illegal dumping calls, investigates illegal dumping complaints, issues citations, and files criminal cases with the Lubbock District Attorney's Office for cases in the county. Sanitation staff will coordinate with the Sheriff's Department Environmental Division to annually report activities including number of illegal dumping cases, number of cleanups, number of citations, and number of criminal cases that occurred in the county.	324	Complaints and Observations	Yes, Environmental and Safety Director and Sheriff's Environmental staff communicate regularly regarding OSSF issues, dumping or environmental compliance to ensure the problem is resolved.
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3	3.1 Erosion Control and Onsite Waste Control Ordinance	Notifications from Public Works Department to developers of community	10	Plats	<p>Yes, education for the small and large construction site operators of their responsibilities to comply with the construction general permit.</p> <p>Distributed the information described in Year 1 with 100% of the Lubbock County Subdivision Plat Applications received. The county will document this data and report the number of plat applications annually.</p>
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	3.2 Subdivision Review Procedures	Improve procedures for identifying and reviewing construction plans that disturb more than one acre.	2	OSSF Plats	Yes, this helps educate site operators and their responsibilities to comply with the construction general permit.
	3.2 Construction Plan Review Procedures	The County Public Works department staff and/or consultants will review county road construction documents to ensure the county follows all TCEQ			Yes, Reviewed 100% of the county road construction plans and specifications to confirm compliance with TCEQ Construction General Permit. Staff will document reviews and prepare an annual report summarizing the reviews.
	3.3 Construction site inspection	Construction sites	4	Inspections	Yes. By inspecting the contractor-owned construction sites, we can evaluate if proper BMPs are in place to reduce sediment discharge and erosion.



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4	4.1 Enhance effectiveness of Post Construction Storm water Management Program	Review Subdivision and Flood damage prevention regulations	1	Reviews	Yes, Compliance and guidance of regulations and statutes assist in maintaining a quality program
5	5.1 County Owned Facility Inventory	Inventory of County owned Facilities	0	Inventory	No, No county facilities are in the MS4 area.
	5.2 County Employee Education	Training	1	Training	Yes, Training was completed to educate employees to prevent illicit discharges and observe for contamination.
	5.3 Disposal of Waste Material	County owned ditches and culverts are cleaned of debris, floatables and sediment in a legal manner	52	County work orders for Road & Bridge Department	Yes, Debris and sediment is collected as observed and reported by the county residents.
	5.4 Contractor Requirements and Oversight	County Contracted soil disturbing activities.	0	Contracts	No, Soil disturbing contracts were not awarded this year.



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	5.5 Municipal operations and Maintenance Activities	Annual Inspections conducted in unincorporated areas.	4	Inspections	Yes, Area was maintained, no illicit discharges were noted.
	5.6 Identify County Owned Facilities with Chemical Pollutants of Concern	Inspection of county facility exceeding the 55 gallon or 500 pound threshold.	3	Inspection	Yes, Buildings were in compliance
	5.7 Structural Control Measures	Clean and Restore Structural control measures to ensure free flowing drainage.	57	Miles	Yes, Drainage was maintained.

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**):



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MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1	Conduct one public meeting or cleanup day each year	Met goal- eight county cleanups days were completed.
2	Create a MS4 map	Met Goal - Created a MS4 map that identifies the location of playa lakes and draws that receive water from the urbanized areas in unincorporated Lubbock County.
3	Respond to 100% of construction complaints received	Met goal – responded to 4 of 4 construction activity complaints.
4	Lubbock County allow developers, builders, and residents in unincorporated areas to install open vegetated drainage ditches and channels to convey storm water.	Met goal – Lubbock County will maintain the Subdivision Regulations allowing open channel construction.
5	Send one employee each year to storm water training workshop	Met goal – one employee attended storm water training this year.

C. Stormwater DataSummary

Provide a summary of all information used, including any lab results (if sampling was conducted)to assess the success of the SWMP at reducing the discharge of pollutants to



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the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.?

D. Impaired Waterbodies

1. Identify whether 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. NA
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.

N/A

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

N/A

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
		NA	



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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

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

Description of bacteria-focused BMP	Comments/Discussion
NA	NA

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;



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- reductions in sanitary sewer flows (SSOs); /or
- increase in illegal discharge detection through dry screening.

Benchmark Indicator	Description/Comments
	40, OSSF complaints were investigated and corrective action completed to protect the environment and residents from sewage.

E. Stormwater Activities

Describe activities planned for the next reporting year:

Continue to execute year 1 activities, as well as, specific year two activities in accordance with the SWMP schedule.

F. SWMP Modifications

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

XX 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 XX No



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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		

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.).

G. Additional BMPs for TMDLs and I-Plans

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.

BMP	Description	Implementation Schedule (start date, etc.)	Status/Completion Date (completed, in progress, not started)
		NA	



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

☐ Yes ☒ No

2.b. 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 (Large and Small Site Notices submitted by construction site operators):

Five

2a. Does the permittee utilize the optional seventh MCM related to construction?

☐ Yes ☒ No

2b. If "yes," then provide the following information for this permit year:



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The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	

Note: *Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.*

J. Certification

If this is this 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): _____ Title: _____

Signature: _____ Date: _____