



# STORMWATER MANAGEMENT PROGRAM

Phase II MS4 No. TXR040000

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## BRUSHY CREEK MUNICIPAL UTILITY DISTRICT

### STORMWATER MANAGEMENT PROGRAM Phase II MS4 No. TXR040000

## Introduction

### General:

Brushy Creek Municipal Utility District (District) has developed a Storm Water Management Program (SWMP) as required for coverage under the Texas Pollutant Discharge Elimination System (TPDES) General Permit No. TXR040000. The SWMP describes the minimum control measures and Best Management Practices (BMPs) that will be implemented by the District in order to achieve the regulatory standard of reducing pollutants in the District's stormwater to the "maximum extent practicable." The District's goal is to maintain and improve the quality of surface and groundwater within the District's jurisdiction. This will be accomplished in part by:

1. Prevention of the discharge of contaminated stormwater runoff from commercial, residential, and construction sites.
2. Promote public awareness of potential hazards through educational opportunities at District events.
3. Maintain compliance with state and federal water quality standards and regulations. This includes storm water discharges
4. Encourage recycling of hazardous products

### Regulatory Background:

Brushy Creek Municipal Utility District (District) is a municipal separate storm sewer system (MS4). The District lies within the Austin, Texas urbanized area, as defined by the U.S. Census Bureau in the 2020 Decennial Census. The District is, therefore, required by Section 402 of the Clean Water Act and Chapter 26 of the Texas Water Code to obtain authorization for stormwater and certain non-stormwater discharges to surface water in the state. The District is eligible to obtain coverage under the TPDES General Permit No. TXR040000 (Permit) which was issued August 15, 2024. The District is required to develop a Stormwater Management Program (SWMP) and a Notice of Intent (NOI) and submit the NOI electronically to the TCEQ prior to February 11, 2025. An annual report must be submitted by the District to the TCEQ within 90 days of the end of each calendar year. The first annual report will be due to the TCEQ by March 31, 2025.

To the extent allowable under state and local law, a SWMP must be developed and implemented according to the requirements of the TPDES Small MS4 General Permit TXR040000, for stormwater discharges that reach waters of the United States. The SWMP must be developed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act and the Texas Water Code. Existing programs or BMPs may be used to fulfill the requirements of the Permit.

The SWMP must also set measurable goals and provide a schedule for the implementation of the BMPs. Various BMPs must be developed for each of the six minimum control measures (MCMs) that are required by the Phase II rule. The six required MCMs are:

- Public Education and Outreach
- Public Involvement/Participation
- Illicit Discharge Detection and Elimination (IDDE)
- Construction Site Stormwater Runoff Control
- Post-Construction Stormwater Management in New Development and Redevelopment

- Pollution Prevention and Good Housekeeping for Municipal Operations

The MS4 General Permit includes a seventh MCM that only applies to Level 4 MS4s. Brushy Creek MUD is designated as a level 2b small MS4, that is why it was not included. The general permit also includes an optional eighth MCM that addresses stormwater from District construction activities. Brushy Creek will not have any projects where it will function as the construction site operator, therefore has not included that MCM.

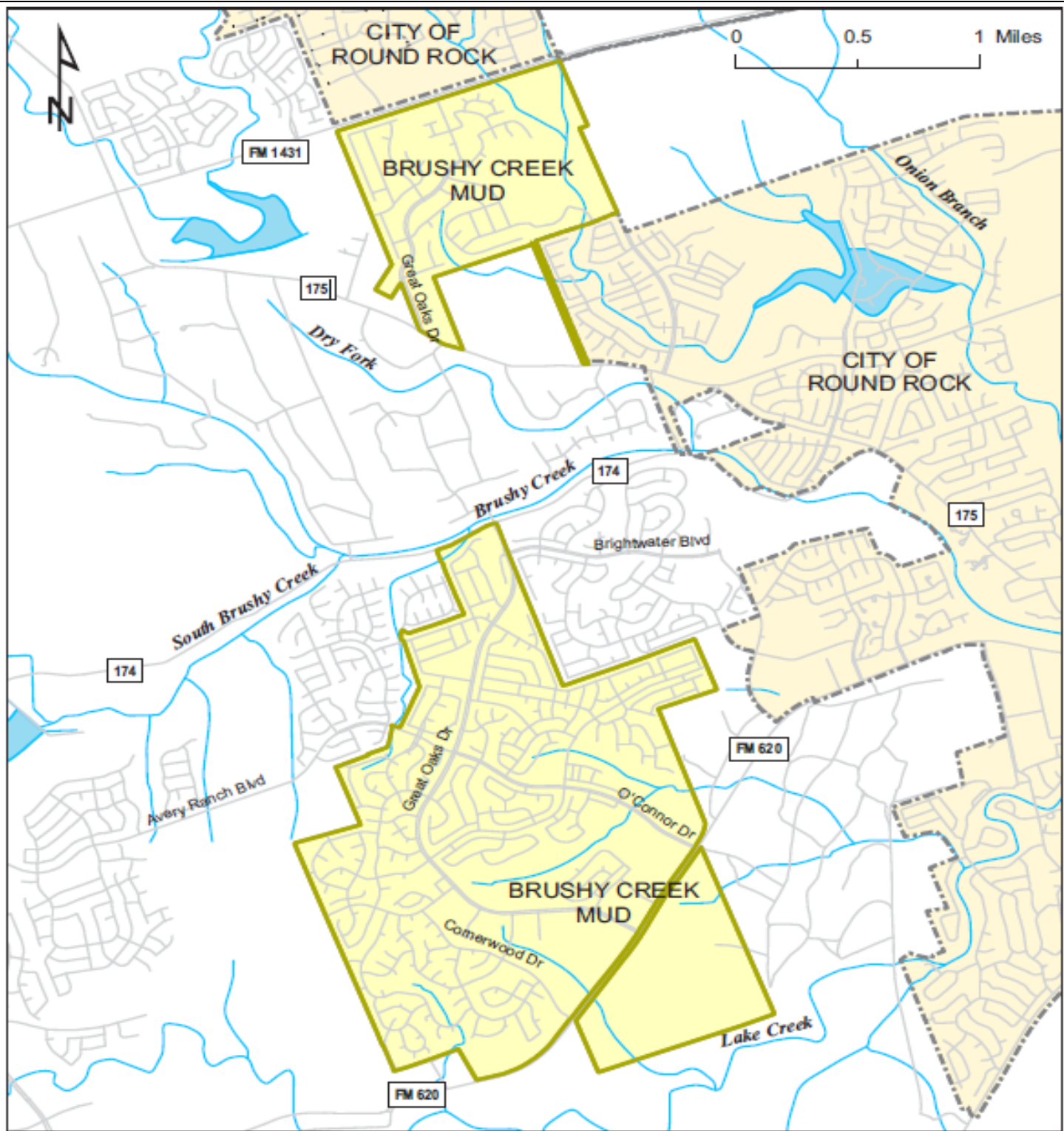
#### **District Background:**

Brushy Creek Municipal Utility District is a municipal utility district regulated by the TCEQ. The District provides water and wastewater services to its constituents, maintains drainage facilities, and owns and operates parks and recreational programs. The District has regulatory authority which differs somewhat from that of a City as the District is overseen by a Board of Directors.

The District consists of two general areas, which are not physically contiguous, and are separated by Brushy Creek. The District has a large number of parks, pools, trails, and a large community center. The District's water system consists of a distribution system and a microfiltration water treatment facility. The District receives its raw water from Lake Georgetown and from wells that pump water from the Edwards Aquifer. The wastewater system consists of the collection system, interceptors and six lift stations. Wastewater from the District is treated regionally by the Brushy Creek Regional Wastewater System which is owned by the cities of Round Rock, Cedar Park and Austin. As of the date of adoption of this SWMP, there are no industrial Permits carried by the District. The District has recently reached 99% buildout.

#### **Permit:**

The District maintains a proactive stance when it comes to environmental issues. As a "Keep Texas Beautiful" affiliate, the District sponsors a regular event called *Keep Brushy Creek Beautiful*, intended to generate public participation to pick up and dispose of trash and debris from public land around waterways and parks. The District has a staff who oversees a Texas native learning garden at the community center. The District either hosts or is associated with many annual events throughout the District. The District takes these opportunities to distribute information concerning stormwater, water conservation, wastewater and recycling issues.



**Brushy Creek Municipal Utility District - Vicinity Map**

#### Discharges to the Edwards Aquifer Recharge Zone:

Discharges of stormwater from regulated small MS4s, and other non-stormwater discharges, cannot be authorized by the Permit where those discharges are prohibited by 30 TAC Chapter 213 (relating to Edwards Aquifer). New discharges located within the Edwards Aquifer Recharge Zone, or within that area upstream from the recharge zone and defined as the Contributing Zone, must meet all applicable requirements of, and operate according to, 30 TAC Chapter 213 (Edwards Aquifer Rule) in addition to the provisions and requirements of the Permit.

All applicable requirements of the Edwards Aquifer Rule for reductions of suspended solids in stormwater runoff are in addition to the effluent limitation requirements found in the Permit. A copy of the agency-approved Water Pollution Abatement Plans (WPAPs) that are required by the Edwards Aquifer Rule must either be attached as a part of the SWMP or referenced in the SWMP.

At the time of this submittal, the District does not have any active construction sites, and therefore no references to any WPAPs are included. There is ample discussion in this SWMP to show that the District has and will continue to comply with all components of the Edwards Aquifer Rule.

#### Discharges to Water Quality- Impaired Receiving Waters:

New sources or new discharges of the constituent(s) of concern to impaired waters are not authorized by the Permit unless otherwise allowable under 30 TAC Chapter 305 and applicable state law. Impaired waters are those that do not meet applicable water quality standard(s) and are listed on the Clean Water Act, 303(d) list. Constituents of concern are those for which the water body is listed as impaired.

Discharges of the constituent(s) of concern to impaired water bodies for which there is a TMDL implementation plan are not eligible for the Permit unless they are consistent with the approved TMDL and the implementation plan.

At the time of this submittal, Brushy Creek and Lake Creek, are the only receiving waters for the District's MS4. Brushy Creek is listed on the EPA approved Clean Water Act 303(d) list. It was first listed in 2006. Bacteria are the pollutant of concern. The following BMPs help address the reduction of this impairment.

- 1.0 Public Education, and Outreach
- 2.0 Public Involvement/Participation
- 3.2 Stormwater System Map
- 3.3 Education and Training
- 3.4 Public Reporting of Illicit Discharges and Spills
- 3.5 Site Procedures for Responding to Illicit Discharges
- 3.6 Source Investigation and Elimination
- 3.7 Sanitary Sewer Leak Elimination
- 6.4 Pet Waste Management

#### SWMP Development:

The District hired an outside consultant to prepare the District's original SWMP. Subsequent updated SWMPs have been prepared by District staff. Staff has incorporated the changes made in the new Permit in this SWMP.

This SWMP has BMPs for six of the MCMs specified in the General Permit. The SWMP will be implemented on an ongoing basis throughout the term of the General Permit. In general, evaluation of the success of each control measure will be through analysis of the measurable goals for each BMP included in the control measure.

This document provides a clear plan for implementing stormwater management activities to protect the health of the public and the environment, meet Clean Water Act mandates through compliance with the Permit requirements and applicable regulations, and to foster heightened public education, awareness and involvement.



## Resources and Funding

The District funds the activities associated with the Stormwater Management Plan through a monthly fee charged to each utility customer. The monthly fee of \$2.00 per equivalent residential unit (ERU) which represents the median single-family residential impervious area for the District. The fee generates approximately \$177,000 per fiscal year. This revenue supports one full time position in addition to other staff time for activities including but not limited to erosion control inspections, clean up events, educational material, and drainage system repairs.

## CONTROL MEASURE NUMBER ONE

### 1.0 Public Education and Outreach

The Public Education and Outreach control measure consists of BMPs that focus on the development and distribution of educational materials designed to inform the public about the impacts that stormwater discharges have on local water bodies. The BMPs associated with public education and outreach describe how individuals, households and businesses will be informed about the steps they can take to reduce stormwater pollution and the mechanisms that will be used to reach target audiences.

The District currently sponsors several activities at which educational materials are distributed; for example, the Hairy Man Festival, and the annual BBQ Cook-Off. Materials are available at the Community Center and the District's utility billing offices. Information is also distributed through the District's website, marquees located throughout the District, town hall meetings, new resident socials, and the District's newsletter.

The target audiences for the education program are specified in education-related BMPs described in the control measures, and include residents in the permitted boundary, commercial property owners and businesses in the area, District employees, as well as consultants and contractors working in the community. There are no industrial facilities in the MS4's permitted boundary, so no mention is made of any in the education-related BMPs.

The construction community is targeted by providing links to regulations and local construction guidelines, ordinances and regulations on the Stormwater Website. The District is surrounded by municipalities such as the City of Austin, the City of Round Rock and the City of Cedar Park, as well as Williamson County.

The target audiences for these BMPs were selected based on regulation requirements and based on the goal of educating the entire community about the impacts that stormwater discharges have on local water bodies and the steps that the public can take to reduce pollutants in stormwater runoff. In combination, the Public Education and Outreach program and BMPs are expected to reach all the constituents within the MS4's permitted boundary.

The target pollutant sources are construction site runoff, impacts from new and re-development, illicit discharges and other pollutant sources as identified to be of local concern. Evaluation of the success of this control measure will be through analysis of the measurable goals for each BMP included in this control measure. Measurable goals for each BMP were developed for the various implementation steps or tasks. The responsibility for implementation of this control measure is described with each BMP procedure.

Public education will also focus on the education of residents on the discharging of bacteria into the stormwater system. The focus will be on:

- Discharges from residential sites during run off events
- How fats, oils and greases may cause sanitary overflows
- Pet waste

## BEST MANAGEMENT PRACTICES:

### 1.1 Stormwater Website:

The District has developed a website that includes information to educate the public about the impacts that stormwater runoff can have on water quality, and steps that they can take to reduce pollutants in

stormwater runoff. The target audience for this BMP includes all residents and commercial property owners and businesses in the permitted boundary, District employees, as well as consultants and contractors working in the Permit area.

#### **Implementation Tasks:**

- 1.1.1 The District has developed a list of topics for inclusion and discussion on the stormwater website based on, but not limited to consideration of the following subjects:
  - Hazards of illicit discharge
  - Proper disposal of waste
  - Citizen reporting under illicit discharge and construction programs
  - Steps the public can take to reduce stormwater pollution
- 1.1.2 Maintain the stormwater website for public access
- 1.1.3 Post new information on the website, such as the current SWMP and annual reports
- 1.1.4 Maintain records of website traffic and report annually using a hit counter.

#### **Measurable Goals:**

- Publish and maintain stormwater webpage or website for public access.
- Report annually on the stormwater website traffic

**Responsible Party:** Utility Systems Manager

#### **1.2 Flyers, Brochures and/or Posters:**

Distribute flyers, brochures, and/or posters for educating the public on stormwater quality issues and the program for safely disposing of household hazardous waste. The target audience for this BMP includes all residents, and commercial property owners and businesses in the permitted boundary. District employees are targeted in BMP 6.2, District Employee Education Program. The construction community is targeted in Control Measures 4.0 Construction Site Runoff. Additionally, information included in these educational materials will be reinforced with similar, complementary information provided on the District's Stormwater Website (BMP 1.1), and Public Service Announcements (BMP 1.3),

#### **Implementation Tasks:**

- 1.2.1 Acquire and make available material from EPA, State, or other agencies or organizations.
- 1.2.2 Maintain a list of appropriate locations to place flyers, brochures and/or posters, and local functions at which to hand them out.
- 1.2.3 Maintain a record of the number of flyers, brochures and/or posters that are distributed under this program including the distribution of household hazardous waste vouchers

#### **Measurable Goals:**

- Develop or acquired available new material.
- Document the amount of educational material distributed and the number of household hazardous waste vouchers provided.

**Responsible Party:** Utility System Manager

### 1.3 Public Service Announcements - Marquees and/or Newsletter:

Development and broadcasting of public service announcements on local marquees and/or in the newsletter, designed to remind the public to protect their water resources. The target audience for this BMP includes all residents in the permitted boundary, commercial property owners and businesses in the area, and District employees.

#### Implementation Tasks:

- 1.3.1 Post public service announcements on marquees and/or in the newsletter.
- 1.3.2 Maintain a record of and annually report the number of times public service announcements are posted on marquees and/or in the newsletter.

#### Measurable Goals:

- Document public service announcements on marquees and in the newsletter.

**Responsible Party:** Utility Systems Manager

### 1.4 Storm Drain Marking Program:

Continuation of a program to label stormwater inlet structures with messages related to stormwater quality issues to increase awareness and to prevent illicit discharges into storm drains. The target audience for this BMP includes residents, property and business owners, and public service groups.



#### Implementation Tasks:

- 1.4.1 Identify streets or neighborhoods to be included in the storm drain marking program.
- 1.4.2 Implement storm drain marking program by utilizing utility staff or volunteer groups.
- 1.4.3 Maintain records of storm drain marking.

#### Measurable Goals:

- Document target areas or streets to be included in the storm drain marking program.
- Implement storm drain marking program and annually report on the percent of inlets/storm drains marked and the volunteer groups who participated, if applicable.

**Responsible Party:** Utility Systems Manager

### 1.5 Permanent Stormwater Related Signage:

Permanent stormwater related signs have been installed at the District's eleven wet stormwater ponds. Signs include educational material on the purpose of stormwater ponds and how to protect water quality.

#### Implementation Tasks:

1.5.1 Inspect and maintain stormwater signs at the District's stormwater wet ponds.

#### Measurable Goals:

- Inspect and maintain existing stormwater pond signs.

### 1.0 Public Education and Outreach

BMP	Implementation Measurable Goals	Years
<b>Stormwater Website</b>	<p>Publish and maintain the stormwater website for public access.</p> <p>Report stormwater website traffic</p>	Annually
<b>Flyers, Brochures and/or Posters</b>	<p>Develop and acquire available material from EPA, State or other agencies or organizations</p> <p>Document the amount of flyers, brochures and/or posters distributed</p>	Annually
<b>Public Service Announcements Marquees and Newsletters</b>	<p>Post Public service announcements on marquees and/or in District newsletter</p> <p>Maintain a record of and annually report the number of times these announcements are posted (a minimum of two articles per year for the newsletter)</p> <p>Document target areas or streets to be included in the storm drain marking program</p> <p>Plan and implement storm drain marking program and annually report on the percent of inlets/storm drains marked (a minimum of 10% of all known inlets in the MS4 area each year)</p> <p>Maintain existing markers at storm inlets (a minimum 15% each year)</p>	Annually
<b>Storm Drain Marking</b>		Annually

<b>Permanent Stormwater Signs</b>	Inspect and maintain permanent stormwater related signage annually.	Annually
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## CONTROL MEASURE NUMBER TWO

### 2.0 Public Involvement/Participation

The Public Involvement/Participation control measure focuses on getting the Brushy Creek Community involved. The BMPs associated with public involvement and participation describe how individuals and groups will be informed on how to become involved in the stormwater program and the mechanisms that will be used to reach target audiences. The District currently sponsors several activities at which educational materials are distributed, such as Town Halls, new resident socials, and “Keep Brushy Creek Beautiful” stream clean-up events.

#### BEST MANAGEMENT PRACTICES:

##### 2.1 Stream Clean-up Program:

Continuation of a program to utilize volunteers to clean up local surface water bodies and surrounding public property to collect trash and debris. The target audience for this BMP includes residents, property and business owners, and public service groups.

#### Implementation Tasks:

- 2.1.1 Plan stream clean-up events and implement stream clean-up events according to a developed schedule.
- 2.1.2 Maintain records of the number of stream clean-up events that occurred, the distance of land or area cleaned, and the number of participants at each event (estimated if necessary).

#### Measurable Goals:

- Maintain a schedule for stream clean-up events and implement events according to the schedule.
- Annually report on the number of stream clean-up events that occurred under this program, the distance of area cleaned, the number of participants at each event and the pounds of trash and recycling collected (estimated if necessary)

**Responsible Party:** Utility Systems Manager

##### 2.2 UIAC Committee:

The By-laws of the District’s Utility Infrastructure Advisory Committee (UIAC) were previously modified to include Stormwater. This UIAC actively involves the general public, commercial, construction and development communities, and District personnel in the implementation of the SWMP. The Committee meets regularly and is attended by District personnel, members of the Board of Director(s) and the public. Committee meetings are open meetings with a publicly posted agenda according to the Open Meetings Act. The target audience for this BMP includes all groups that may have an interest in the subject of stormwater and water quality.

### **Implementation Tasks:**

- 2.2.1 Involve the UIAC Committee in the review of the following:
- Local illicit discharge elimination regulations and investigation procedures
  - Local construction stormwater regulations, guidance materials, permitting procedures, and inspection procedures
  - Post-construction guidance and permitting information
  - Feedback on good housekeeping practices
- 2.2.2 Invite members of the community who are interested in the subject of stormwater management and water quality to Committee meetings.
- 2.2.3 Conduct regular scheduled Committee meetings in accordance with the developed schedule.
- 2.2.4 Maintain records of agenda, attendance, and minutes for each meeting.

### **Measurable Goals:**

- Involve the Committee in the review of stormwater regulations, materials, and procedures.
- Conduct UIAC Committee meetings in accordance with the developed schedule.
- Annually report on the number of meetings, the number of attendees at each meeting, and the subjects presented.

**Responsible Party:** Utility Systems Manager

### **2.3 Educational Displays/Booths:**

#### **Education Displays on Water Issues:**

Provide educational material at public events such as Town Hall meetings or new resident socials in order to increase public understanding of issues related to water quality.

### **Implementation Tasks:**

- 2.3.1 Maintain educational materials from EPA, State or other agencies or organizations for inclusion in educational programs based on, but not limited to, the following subjects:
- Water conservation
  - Water pollution/water quality
  - Recycling
- 2.3.2 Develop a schedule to provide educational information via displays or booths at public events and provide material in accordance with the identified schedule.
- 2.3.3 Maintain a record of the educational information provided under this program,

### **Measurable Goals:**

- Maintain a program to provide educational material through displays or booths at public events
- Annually report the educational information provided at these public events

**Responsible Party:** Utility Systems Manager

## 2.0 Public Involvement/Participation

BMP	Implementation Measurable Goals	Years
<b>Stream Cleanup</b>	<p>Plan and maintain a schedule for stream clean-up events and implement them according to the schedule (a minimum of two events annually).</p> <p>Annually report on the number of stream clean-up events that occurred under this program, the distance of land or area cleaned, the number of participants at each event and the pounds of trash and recycling collected (estimated if necessary)</p>	Annually
<b>UIAC Committee</b>	<p>Involve the Committee in the review of stormwater regulations, procedures and information.</p> <p>Conduct regular meetings and maintain records (minimum one meeting annually)</p>	Quarterly
<b>Educational Displays</b>	<p>Maintain a program to provide educational material through displays/booths at public events</p> <p>Report the information provided to participants at these public events (minimum one event annually)</p>	Annually

## CONTROL MEASURE THREE

### 3.0 Illicit Discharge Detection and Elimination

The Illicit Discharge Detection and Elimination control measure consists of BMPs that focus on detecting and eliminating illicit discharges and/or connections into the MS4. The program includes a plan to detect and address non-stormwater discharges, including illegal dumping.

The BMPs address stormwater system map development and updates; the legal authority mechanism (to the extent allowable under State or local law) which will be used to effectively prohibit illicit discharges; enforcement procedures and actions to ensure that the regulatory mechanism is implemented and procedures for removing the source of the illicit discharge, including the removal of illicit connections to the MS4, if applicable.

BMP 3.1 Illicit Discharge Legal Authority provides a general list of allowable non-stormwater discharges that could be considered for exemption under this program.

Updates to the stormwater system map shall include the location of all outfalls, District-owned detention ponds, water quality ponds, and man-made drainage channels, as well as the names and locations of all receiving waters and location of underground storm sewer pipes, inlets, culverts, drainage basins and other pertinent features will also be a part of the map. The District's Sanitary Sewer Leak Elimination Program, as required by the Edwards Aquifer Protection Program, will be continued with BMP 3.7.

BMPs focusing on educating and training the general public and businesses regarding the hazards associated



with illegal discharges and improper disposal of waste are described in Control Measure 1.0, Public Education and Outreach. Education and training of District employees are also described in this Control Measure and BMP 6.2, District Employee Education Program.

The success of this control measure will be evaluated through an analysis of the measurable goals for each BMP included in this control measure. Measurable goals for each BMP were developed for the various implementation steps or tasks. The responsibility for implementation of this control measure is described with each BMP procedure.

The District does not have any on-site sewage disposal systems within the boundaries of its MS4.

## **BEST MANAGEMENT PRACTICES:**

### **3.1 Illicit Discharge Legal Authority:**

Maintain and modify, as needed, the District's enforcement authority to prohibit illicit discharges of non-stormwater to the MS4.

#### **Implementation Tasks:**

- 3.1.1 Involve the District's legal counsel in all stormwater issues involving interpretation of policy and law and implementation of enforcement authority.
- 3.1.2 Maintain a list of non-stormwater discharges that could be exempted from the general prohibitions and include appropriate language in the associated legal authority instrument. Discharges that are currently allowable include:
  - 1. Water line flushing (excluding discharges of hyper-chlorinated water, unless the water is first de-chlorinated, and discharges are not expected to adversely affect aquatic life);
  - 2. Runoff or return flow from landscape irrigation, lawn irrigation, and other irrigation utilizing potable water, groundwater, or surface water sources
  - 3. Discharges from potable water sources
  - 4. Diverted stream flows
  - 5. Rising ground waters and springs
  - 6. Uncontaminated ground water infiltration
  - 7. Uncontaminated pumped ground water
  - 8. Foundation and footing drains
  - 9. Air conditioning condensation
  - 10. Water from crawl space pumps
  - 11. Individual residential vehicle washing
  - 12. Flows from wetlands and riparian habitats
  - 13. De-chlorinated swimming pool discharges
  - 14. Street wash water excluding street sweeper wastewater
  - 15. Discharges or flows from firefighting activities
  - 16. Other allowable non-stormwater discharges listed in 40 CFR ' 122.26(d)(2)(iv)(B)(1)
  - 17. Non-stormwater discharges that are specifically listed in the TPDES Multi-Sector General Permit (MSGP) or the TPDES Construction General Permit (CGP)
  - 18. Discharges that are authorized by a TPDES or NPDES permit or that are not required to be permitted; and
  - 19. Other similar occasional incidental non-stormwater discharges, unless the TCEQ develops permits or regulations addressing these discharges.
- 3.1.3 Develop and distribute educational materials to inform the public and the commercial community on the prohibition of non-stormwater discharges to the MS4, including enforcement procedures.
- 3.1.4 Implement all applicable regulations and enforcement procedures regarding the prohibition of illicit discharge.



- 3.1.5 Maintain records of any changes made to existing regulations/ordinances to prohibit illicit discharges of non-stormwater (except those identified as allowable) to the MS4, including enforcement capabilities.

**Measurable Goals:**

- Implement all applicable regulations and enforcement procedures regarding the prohibition of illicit discharges
- Distribute educational materials to inform the public and the commercial community on the prohibition of non-stormwater discharges to the MS4
- Report annually on any changes made to existing regulations

**Responsible Party:** Utility Systems Manager

**3.2 Stormwater System Map:**

Maintain and update a map of the MS4 indicating the location of stormwater outfalls and other pertinent stormwater features.

**Implementation Tasks:**

- 3.2.1 Maintain a map of the MS4 stormwater system, including the location of the following:
- Permit coverage area boundary
  - MS4 receiving stream(s)
  - Stormwater outfalls
  - District-owned ponds and channels
- 3.2.2 Maintain records and annually report on any changes made to the stormwater system map.

**Measurable Goals:**

- Review annually and update the stormwater system map as necessary

**Responsible Party:** Utility Systems Manager

**3.3 Education and Training**

Implementation of a method to inform and train all District field staff that may come in contact with or otherwise observe an illicit discharge or illicit connection.

**Implementation Tasks:**

- 3.3.1 Provide information and training for District field staff that will aid in their ability to identify illicit discharges and connections.
- 3.3.2 Retain a list of training materials used and a list of those who attend the training.

**Measurable Goals:**

- Annually report on illicit discharge or illicit connection training provided to District field staff

**Responsible Party:** Utility Systems Manager

### 3.4 Public Reporting of Illicit Discharges and Spills

Publicize and facilitate public reporting of any known illicit discharges and/or water quality impacts associated with discharges into or from the small MS4.

#### Implementation Tasks:

- 3.4.1 Maintain a public reporting method to report illicit discharges and/or water quality impacts.
- 3.4.2 Provide information in an annual report of any illicit discharges.

#### Measurable Goals:

- Maintain a minimum of one public reporting method
- Publicize the public reporting mechanism a minimum of two times annually

**Responsible Party:** Utility Systems Manager

### 3.5 Site Procedures for Responding to Illicit Discharges

Develop and maintain site procedures for responding to illicit discharges and spills.

#### Implementation Tasks:

- 3.5.1 Develop standard operating procedures for responding to illicit discharges.
- 3.5.2 Review and update procedures as necessary.

#### Measurable Goals:

- Annually review and update Standard Operating Procedures where applicable

**Responsible Party:** Utility Systems Manager

### 3.6 Source Investigation and Elimination

Identify, investigate, and eliminate sources of illicit discharges.

#### Implementation Tasks:

- 3.6.1 Investigate to identify and locate the source of illicit discharges as soon as practicable.
- 3.6.2. Prioritize by risk of pollution. If the discharge extends outside the boundaries of the MS4, notify the adjacent MS4 or TCEQ.
- 3.6.3. Report to TCEQ and other applicable agencies if the discharge is believed to be an immediate threat to human health or the environment.
- 3.6.4. Track all investigations and require corrective measures (if necessary) to eliminate the illicit discharge

#### Measurable Goals:

- Respond to known illicit discharges and illegal dumping incidents each year and conduct inspections in response to complaints
- Notify TCEQ if illicit discharges are believed to be an immediate threat to human health or the environment
- Where a source of illicit discharges or illegal dumping has been determined, notify the responsible party and require party to perform all necessary corrective actions
- Review and update inspection procedures annually

**Responsible Party:** Utility Systems Manager

#### 3.7 Sanitary Sewer Leak Elimination:

Continuation of a program to identify and schedule the elimination of sanitary sewer leaks and/or illicit connections to the MS4 through the current activities required by the Edwards Aquifer Program.

#### Implementation Tasks:

- 3.7.1 Maintain and update the existing sanitary sewer system map of the area within the regulated MS4 boundary.
- 3.7.2 Conduct filming and cleaning of approximately 20% of the District's sanitary sewer collection system annually as mandated by the Edwards Aquifer Program.
- 3.7.3 Conduct necessary sewer system repairs to eliminate sanitary sewer leaks that discharge to the MS4, as mandated by the Edwards Aquifer Program.
- 3.7.4 Maintain records and annually report on the number of sanitary sewer system leaks identified and eliminated under this program, as mandated by the Edwards Aquifer Program.

#### Measurable Goals:

- Maintain the existing sanitary sewer system map of the area within the regulated MS4 boundary
- Perform filming and cleaning of approximately 20% of the District's sanitary sewer collection system annually
- Continue to conduct necessary sewer system repairs to eliminate sanitary sewer leaks that discharge to the MS4 and report annually on the number of sanitary sewer system leaks identified and eliminated

**Responsible Party:** Utility Systems Manager

#### 3.0 Illicit Discharge Detection and Elimination

BMP		Measurable Goals	Implementation Years
Illicit Discharge		Implement all applicable regulations and	Annually

<b>Program Development</b>	<p>enforcement procedures regarding illicit discharges</p> <p>Develop and distribute educational material in regard to the prohibition of illicit discharges</p> <p>Maintain records of any IDDE regulation changes</p>	
<b>Stormwater System Map</b>	Review annually and update the stormwater system map as necessary	Annually
<b>Education and Training</b>	Annually report on illicit discharge or illicit connection training provided to District field staff (a minimum of one training annually)	Annually
<b>Public Reporting Method of IDDE and Spills</b>	<p>Maintain a minimum of one public reporting mechanism 100% of the time</p> <p>Publicize the public reporting method a minimum of two times annually</p>	Annually
<b>Site Procedures for Responding</b>	Annually review and update Standard Operating Procedures where applicable	Annually
<b>Source Investigation and Elimination</b>	<p>Investigate to locate and identify possible illicit discharges within the District</p> <p>Implement any corrective measures taken in order to eliminate the discharge</p> <p>Review and update inspection procedures as necessary</p>	As reported/observed by District staff or the general public

<b>Sanitary Sewer Leak Elimination</b>	<p>Maintain the existing sanitary sewer system map of the area within the regulated MS4 boundary</p> <p>Perform filming and cleaning of approximately 20% of the District's sanitary sewer collection system annually</p> <p>Continue to conduct necessary sewer system repairs to eliminate sanitary sewer leaks that discharge to the MS4 and report on the number of sanitary sewer systems leaks identified and eliminated</p> <p>Conduct weekly lift stations at 100% of the District owned and operated lift stations each year.</p>	<p>Annually</p>
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## CONTROL MEASURE NUMBER FOUR

### 4.0 Construction Site Stormwater Runoff Control

The Construction Site Runoff Control measure consists of BMPs that focus on the reduction of pollutants in any stormwater runoff to the MS4 from construction activities that result in a land disturbance of one acre or greater. Reduction of stormwater discharges from construction activity disturbing less than one acre will be considered if it is part of a larger common plan of development or sale that would disturb one acre or more. The BMPs describe the legal authority mechanism (to the extent allowable under State or local law) which will be used to require erosion and sediment controls; enforcement procedures and actions to ensure compliance; requirements for construction site operators to implement appropriate erosion and sediment control BMPs; requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste at the construction site; procedures for site plan review which incorporate the consideration of potential water quality impacts; procedures for receipt and consideration of information submitted by the public; and procedures for site inspection and enforcement of control measures.

The success of this control measure will be evaluated through analysis of the measurable goals for each BMP included in it. Measurable goals for each BMP were developed for the various implementation steps or tasks.

#### BEST MANAGEMENT PRACTICES:

##### 4.1 Construction Site Runoff Legal Authority:

Enforcing the District's legal authority to regulate local construction site runoff through a construction plan review and inspection program.

#### Implementation Tasks:

- 4.1.1 Adopt regulations necessary to control stormwater runoff from construction sites.
- 4.1.2 Maintain regulatory mechanisms as appropriate to prohibit discharges into the MS4 from local construction sites.
- 4.1.3 Review and update regulatory mechanism at least once annually

### **Measurable Goals:**

- Maintain and enforce regulations necessary to control stormwater runoff from construction sites
- Review and update regulatory mechanisms where applicable

**Responsible Party:** Utility Systems Manager

### **4.2 Construction Plan Review:**

Continue the program of review of construction plans, focusing on compliance with local construction site runoff regulations.

### **Implementation Tasks:**

- 4.2.1 Continue a program to obtain construction plans for review to determine compliance with local construction stormwater regulations.
- 4.2.2 Maintain plan review procedures to ensure that the following issues are properly addressed:
  - Conformance to local stormwater regulations
  - Appropriate use of temporary erosion/sedimentation controls
  - Appropriate control of other construction-related wastes
  - Adequate site stabilization before and after construction
- 4.2.3 Implement plan review procedures for all new construction plans received.
- 4.2.4 Review and update (as necessary) plan review procedures annually
- 4.2.5 Conduct training for staff implementing construction inspection and enforcement program

### **Measurable Goals:**

- Maintain construction plan review program and review procedures at least once annually.
- Conduct one training annually for staff responsible for implementing the construction stormwater program
- Implement the construction plan review procedures for new construction site plans to ensure compliance with the most current regulations.

**Responsible Party:** Utility Systems Coordinator

### **4.3 Construction Site Inspection:**

Continuation of a program to conduct inspections of construction sites that discharge stormwater to the MS4.

### **Implementation Tasks:**

- 4.3.1 Continue a program to inspect construction sites within the Permit boundary for compliance with local construction stormwater regulations.
- 4.3.2 Maintain internal procedures for tracking and inspecting new and ongoing construction activities including from information submitted by the public that ensure the following issues are properly addressed:
  - Conformance to local stormwater regulations

- Appropriate use of erosion control
- Appropriate control of related wastes
- Adequate site stabilization during and upon completion of construction

4.3.3 Conduct inspections at a minimum of 80% of active construction sites annually and conduct any follow-up inspections as necessary.

4.3.4 Review and update inspection procedures annually as necessary

**Measurable Goals:**

- Continue a program to inspect qualifying construction sites within the Permit boundary for compliance with construction stormwater regulations and review annually and update inspection procedures as necessary
- Maintain internal procedures for tracking and inspecting new and ongoing construction activities including information submitted by the public to ensure that construction site runoff issues are properly addressed
- Maintain records of all construction site inspections (inspect a minimum of 80% of active construction sites annually)

**Responsible Party:** Utility Systems Manager

**4.0 Construction Site Stormwater Runoff Control**

<b>BMP</b>	<b>Measurable Goals</b>	<b>Implementation Years</b>
<b>Construction Site Runoff Legal Authority</b>	Maintain and enforce regulations necessary to control stormwater runoff from construction sites  Review and update regulatory mechanisms where applicable	Annually
<b>Construction Plan Review</b>	Maintain construction site procedures and review procedures at least once annually.  Conduct one training annually for staff responsible for implementing the construction stormwater program  Implement the construction plans review procedures for new construction site plans to ensure compliance with the most current regulations	As construction permits are requested from the District.  Annual staff training

<p><b>Construction Site Inspection</b></p>	<p>Continue a program to inspect qualifying construction sites within the Permit boundary for compliance with construction stormwater regulations and review annually and update site inspection procedures as necessary</p> <p>Maintain internal procedures for tracking and inspecting new and on-going construction activities including information submitted by the public to ensure that construction site runoff issues are properly addressed</p> <p>Maintain records of all construction site inspections (conduct inspections at a minimum of 80% of active construction sites annually)</p>	<p>Annually</p>
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## CONTROL MEASURE FIVE

### 5.0 Post-Construction Stormwater Management in New Development and Redevelopment

The Post-Construction Stormwater Management control measure consists of BMPs that focus on the prevention or minimization of water quality impacts from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into the MS4. The BMPs describe structural and/or non-structural practices; the legal authority mechanism (to the extent allowable under State or local law) which will be used to address post-construction runoff from new development and redevelopment projects; and procedures to ensure long term operation and maintenance of structural BMPs.

The District's boundaries have been defined and the District is over 99% built out. The remaining lots are small commercial lots and some individual residential lots. The success of this control measure will be evaluated through an analysis of the measurable goals for each BMP included in this control measure. Measurable goals for each BMP were developed for the various implementation steps or tasks.

#### BEST MANAGEMENT PRACTICES:

#### 5.1 Post-Construction Stormwater Management Program:

Develop, implement, and enforce a program to control stormwater discharges from newly developed and redeveloped sites.

#### Implementation Tasks:

- 5.1.1 Maintain regulatory mechanism to require and regulate structural and non-structural post-construction control measures and long-term maintenance of structural control measures in areas of new development and redevelopment.
- 5.1.2 Enforce regulations necessary to regulate structural and non-structural post-construction control measures and long-term maintenance of structural control measures in areas of new and redevelopment.



5.1.3 Ensure the long-term operation and maintenance of post-construction stormwater control measures including District managed stormwater ponds.

**Measurable Goals:**

- Review annually and update regulatory mechanism that addresses control of post-construction stormwater as necessary
- Document and maintain records of any enforcement actions taken from post-construction inspections
- Maintain all stormwater control measures where the MS4 operator is responsible for maintenance including wet and dry stormwater ponds. In addition, require operators to develop and implement a plan for addressing maintenance requirements for any structural controls installed as necessary.

**Responsible Party:** Utility Systems Manager

**5.0 Post Construction Stormwater Management in New Development and Redevelopment**

BMP	Measurable Goals	Implementation Years
<b>Post Construction Stormwater Management Program</b>	Review annually and update regulatory mechanism that addresses control of post-construction stormwater as necessary  Document and maintain records of any enforcement actions taken from post-construction inspections  Regularly inspect and maintain District wet and dry stormwater ponds. Maintain all other stormwater control measures where the MS4 operator is responsible for maintenance. In addition, require operators to develop and implement a plan for addressing maintenance requirements for any structural controls installed.	Annually

**CONTROL MEASURE NUMBER SIX**

**6.0 Pollution Prevention and Good Housekeeping for District Operations**

The Pollution Prevention and Good Housekeeping control measure consists of BMPs that focus on the prevention or reduction of pollutant runoff from District operations. The BMPs describe the use of training materials available from the EPA, the State, or other organizations, including an assessment of all District-owned facilities within the Permit boundary to determine practices that can be implemented at each facility to reduce pollutants from entering the MS4. BMPs also include development and implementation of Spill Prevention Control and Countermeasures Plans for each applicable District-owned facility, and the continuation of the District's pet waste management and vehicle and equipment maintenance program. A list of the District's facilities is included as part of BMP 6.1 District-Owned Facilities.

Highways, streets, and associated inlets within the Permit boundary are owned and maintained by Williamson County and are therefore not mentioned in these BMPs. Stormwater runoff management of District-owned construction sites and maintenance procedures for District-owned structural BMPs are discussed in BMP 6.1 District-Owned Facilities.

The success of this control measure will be evaluated through analysis of the measurable goals for each BMP

included in it. Measurable goals for each BMP were developed for the various implementation steps or tasks.

## **BEST MANAGEMENT PRACTICES:**

### **6.1 District-Owned Facilities:**

Assessment of District-owned property, in an effort to maintain the plan of pollutant reduction within the District's MS4 boundaries. The following is a list of all District-owned facilities within the Permit boundary:

- Community Center/Administrative Offices
- Maintenance Yard
- Water Treatment Facility
- Groundwater Pumping Facilities
- Water Storage Facilities
- Wastewater Lift Stations
- Parks and Swimming Pools
- Drainage Facilities (detention ponds, water quality ponds, drainage channels, etc.)
- Vacant Lots

#### **Implementation Tasks:**

- 6.1.1 Maintain and update an inventory of all District-owned property within the MS4 Permit boundary. This will include the type of facility, a general description of the activities that occur on the property, and the approximate size of the site and any applicable permit numbers or authorizations.
- 6.1.2 Continue the program to reduce pollutant discharge from District activities on District-owned property within the Permit boundary based on the prioritized list.

#### **Measurable Goals:**

- Review and update annually an inventory of all District-owned property within the MS4 Permit boundary
- Implement a program to reduce pollutant discharge from District activities on District-owned property within the Permit boundary based on the prioritized list including maintaining storm inlets and outfalls, including proper disposal of waste material.

**Responsible Party:** Utility Systems Manager

### **6.2 District Employee Education Program:**

Development and implementation of an education program for the purpose of educating District employees on stormwater quality issues and measures that they can take to prevent pollutants from entering the MS4 from District-owned facilities. The target audience for this BMP includes all District employees, especially those involved in activities that can be potentially harmful to the environment.

#### **Implementation Tasks:**

- 6.2.1 Develop a list of topics for inclusion and discussion in the District employee education program based on, but not limited to consideration of the following subjects:
- Water quality impacts of stormwater runoff to local water bodies
  - Impacts that specific District activities can have on water quality (i.e. pesticide and herbicide application, vehicle maintenance, waste disposal, landscaping and lawn care activities, etc.)
- 6.2.2 Make available material from EPA, State or other agencies or organizations, or utilize educational events offered by these entities.

6.2.3 Maintain a record and annually report the number of employees that receive training under this program.

**Measurable Goals:**

- Develop or acquire available material from EPA, State or other agencies or organizations, or utilize educational events offered by these entities.
- Provide a minimum of one training annually for employees involved in implementing pollution prevention and good housekeeping practices.

**Responsible Party:** Utility Systems Manager

**6.3 Contractor Requirements and Oversight:**

The District shall provide oversight of the contractor activities to ensure that proper control measures and SOPs are being used.

**Implementation Tasks:**

- 6.3.1 Communicate with all contractors performing maintenance on District property that they are contractually obligated to comply with the District's stormwater management practices and procedures.
- 6.3.2 Develop and maintain contractor oversight and control measures.

**Measurable Goals:**

- Provide oversight and ensure contractors hired by the MS4 comply with all the stormwater control measures, good housekeeping practices and stormwater management operating procedures.

**Responsible Party:** Utility Systems Manager

**6.4 Pet Waste Management**

Continuation of a program to provide and maintain Pet Waste Stations (bag-dispensing and disposal center) at designated District-owned parks and trails.

**Implementation Tasks:**

- 6.4.1 Continue to provide and maintain Pet Waste Stations at designated District-owned parks and trails.
- 6.4.2 Maintain and report the number of Pet Waste Stations at District-owned facilities, including any new stations that are added.

**Measurable Goals:**

- Continue providing Pet Waste Stations at designated District facilities.
- Implement the pet waste management program on a weekly basis and annually report the number of Pet Waste Stations at District owned facilities.

**6.5 Municipal Operation and Maintenance Activities**

The District will assess their operations and maintenance practices, identify pollutants of concern, develop and implement a set of pollution prevention measures including the District's vehicle and equipment maintenance program in order to reduce the discharge of pollutants in stormwater and perform pollution prevention inspection measures.

#### Implementation Tasks:

- 6.5.1 Evaluate operations and maintenance activities for potential to discharge pollutants in stormwater. Maintain a list of pollutants of concern.
- 6.5.2 Develop and implement pollution prevention measures to reduce discharge of pollutants. Implement at least two measures identified in the general permit (TXR040000) if applicable.
- 6.5.3 Visually inspect all pollution prevention measures implemented at permittee-owner facilities to ensure they are working properly.
- 6.5.4 Perform maintenance of any structural controls installed in order to maintain the effectiveness of the BMP.

#### Measurable Goals:

- Annually evaluate operation and maintenance activities for their potential to discharge pollutants in stormwater. Identify pollutants of concern that could be discharged from the activities and maintain a list of the pollutants identified. Review and update the list annually as needed.
- Develop and implement a vehicle and equipment maintenance program that will reduce the discharge of pollutants in stormwater from permittee operations.
- Inspect annually any pollution prevention measures implemented at permittee owned facilities. Review and update annually inspection procedures and maintain records of inspections.
- Annually perform maintenance on structural controls which require maintenance.

**Responsible Party:** Utility Systems Manager

### 6.0 Pollution Prevention and Good Housekeeping for District Operations

BMP	Measurable Goals	Implementation Years
<b>District Owned Facilities</b>	<p>Review and update annually an inventory of all District-owned property within the MS4 Permit boundary</p> <p>Implement a program to reduce pollutant discharge from District activities on District-owned property within the Permit boundary based on the prioritized list, including maintaining storm inlets and outfalls and proper disposal of waste material.</p>	Annually
<b>District Employee Education</b>	<p>Develop or acquire available material from EPA, State or other agencies or organizations, or utilize educational events offered by these entities.</p> <p>Provide a minimum of one training annually for employees involved in implementing pollution prevention and good housekeeping practices.</p>	Annually

<b>Contractor Requirements and Oversight</b>	Provide oversight and ensure contractors hired by the MS4 comply with all the stormwater control measures, good housekeeping practices and stormwater management operating procedures.	Annually
<b>Pet Waste Management</b>	Continue providing Pet Waste Stations at designated District facilities.  Implement the pet waste management program on a weekly basis and annually report the number of Pet Waste Stations at District-owned facilities.	Weekly
<b>Municipal Operations and Maintenance</b>	Annually evaluate operation and maintenance activities for their potential to discharge pollutants in stormwater. Identify pollutants of concern that could be discharged from the activities and maintain a list of the pollutants identified. Review and update the list annually as needed.  Implement the District's vehicle and equipment maintenance program that will reduce the discharge of pollutants in stormwater from permittee operations.  Inspect annually any pollution prevention measures implemented at permittee-owned facilities. Review and update inspection procedures annually and maintain records of inspections.  Annually perform maintenance on structural controls that require maintenance. Review and update maintenance procedures at least annually.	Annually

## RECORDKEEPING AND REPORTING

Records shall be kept in accordance with the Permit to document the successful implementation of the SWMP. Annual reports for the previous calendar year shall be submitted to the TCEQ by March 31st of each year.

### Recordkeeping:

1. The District shall retain all records, a copy of the Permit, a copy of each annual report, and records of all data used to complete the application (NOI) for the Permit for a period of at least three years, or for the remainder of the term of the Permit, whichever is longer. This period may be extended by request of the executive director at any time.
2. The District shall submit the records to the executive director if specifically asked to do so. The SWMP required by the Permit (including a copy of the General Permit) will be retained at the District's office at 16318 Great Oaks Drive, Round Rock, TX 789681.
3. The District will make the NOI and the SWMP available to the public if requested to do so in writing. Copies of the SWMP shall be made available within 10 working days of receipt of a written request. Other records will be provided in accordance with the Texas Public Information Act.

### Reporting:

1. General Reporting Requirements
  - a. Noncompliance Notification According to 30 TAC, 305.125(9), any noncompliance which may

endanger human health or safety, or the environment, will be reported by the District to the TCEQ regional office within 24 hours of becoming aware of the noncompliance. A written report must be provided by the District to the TCEQ regional office and to the TCEQ Enforcement Division (MC-224) within five working days of becoming aware of the noncompliance.

The written report must contain:

- A description of the noncompliance and its cause
  - The potential danger to human health or safety, or the environment
  - The period of noncompliance, including exact dates and times;
  - If the noncompliance has not been corrected, the anticipated time it is expected to continue; and
  - Steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance, and to mitigate its adverse effects.
- b. Other Information: If the District becomes aware that it either submitted incorrect information or failed to submit complete and accurate information requested in an NOI, NOT, or NOC, or any other report, it must promptly submit the facts or information to the Executive Director.

## 2. Annual Report

- a. The District will submit a concise annual report to the executive director by March 31<sup>st</sup> of each year for the previous calendar year. Permittees authorized under the 2019 TPDES Small MS4 General Permit, the first annual report for this general permit, that is due March 31, 2025, shall address the period beginning on the day after the last day of the permittee's reporting period (permit year) under the general permit issued January 4, 2019 and shall end on December 31, 2024. The District will also make a copy of the annual report readily available for review by TCEQ personnel upon request. The report shall include:
- The status of the compliance with permit conditions, an assessment of the appropriateness of the identified BMPs, progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals
  - A summary of the results of information collected and analyzed, if any, during the reporting period used to assess the success of the program at reducing the discharge of pollutants to the MEP
  - If applicable for receiving waterbodies, a summary of any activities taken to address the discharge to impaired water bodies, including a summary of the small MS4s BMPs used to address the pollutant of concern, and if sampling was conducted, include the sampling results
  - A summary of the stormwater activities the District plans to undertake during the next reporting year;
  - Proposed changes to the SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements
  - For discharges to water quality impaired water bodies without a TMDL, a summary of actions taken to comply with the impairment

The annual report must be signed and submitted using the online electronic reporting system (NeT-MS4), available through the TCEQ website.

