

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: *TXR040149*

Reporting Year (year will be either 1, 2, 3, 4, or 5): *2*

Annual Reporting Year Option Selected by MS4:

Calendar Year: *X*

Reporting period beginning date: (month/date/year) *01/01/2020*

Reporting period end date: (month/date/year) *12/31/2020*

MS4 Operator Level: *2* Name of MS4: *City of Leander*

Contact Name: *Patrick Wells* Telephone Number: *512-285-0055*

Mailing Address: *PO Box 319 Leander TX 78646*

E-mail Address: [*pwells@leandertx.gov*](mailto:pwells@leandertx.gov)

A copy of the annual report was submitted to the TCEQ Region: *YES X*

Region the annual report was submitted to: *TCEQ Region 11, Austin*

B. Status of Compliance with the MS4 GP and SWMP

1. Provide information on the status of complying with permit conditions:
(TXR040000 Part IV.B.2)

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	<i>X</i>		<i>The City continually works to complete all BMPs approved in the SWMP.</i>
Permittee is currently in compliance with recordkeeping and reporting requirements.	<i>X</i>		<i>The City keeps all documentation needed for proof of BMP completion.</i>

Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X	<i>Edwards Aquifer requirements are enforced during pre-construction plan reviews.</i>
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X	<i>The SWMP has been reviewed & is consistent with the requirements of the annual report submittal.</i>

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)
<i>1. Public Education, Outreach & Involvement</i>	<i>No. 6 Annual Cleanup</i>	<i>Yes, the annual "cleanup" event engages the public in properly disposing of items normally not accepted by regular waste disposal methods. Items include automobile batteries, furniture, motor oil, and vehicle tires.</i>
<i>2. IDDEP</i>	<i>No. 4 Public Reporting of Illicit Discharges</i>	<i>Yes, the City publicizes and facilitates public reporting of illicit discharges or water quality impacts. The City's stormwater quality webpage provides a phone number, email, and/or avenues to inform the City on social media as well.</i>
<i>3. Construction Site Storm Water Runoff Control</i>	<i>No. 1 Construction Plan Review Procedures</i>	<i>Yes, the site plan review procedures incorporate consideration of potential water quality impacts, erosion/sediment controls, and soil stabilization.</i>
<i>4. Post Construction Storm Water Management</i>	<i>No. 1 Requirement of Pond Maintenance Plans</i>	<i>Yes, the City ensures the long-term operation and maintenance of structural stormwater control measures & requires them to include a system for addressing maintenance of storm water BMPs on private property.</i>

5. Pollution Prevention/Good Housekeeping Operations	No. 3 Waste Disposal Compliance	Yes, the City disposes of waste materials removed from the MS4 system in accordance with 30 TAC Chapter 330 or 335 as applicable. The City uses a vac-tron service that disposes of waste materials.
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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?
1	3	Storm Drain Medallions	NA	Public Notice Information	No, though this BMP does not result in a direct reduction of pollutants, educating the citizens will eventually reduce litter, hence pollutants.
2	6	Residential Spring Clean Up Event	NA	IDDEP	Yes, this provides a method for citizens to properly dispose of materials that are hazardous to the environment. Attachment 1
4	2	Document Retention	NA	Inspections	Yes, Code Enforcement utilizes the Stormwater Ordinance as enforcement for illicit discharge violators

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**):

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved.
1	Implement any changes to existing educational material if necessary.	<u>Met goal</u> - No additional educational materials were developed as the current materials suffice in meeting this requirement.
1	Review and update Stormwater Pamphlets	<u>Met goal</u> - no updates were needed during the reporting period.
1	Require Storm Drain Medallions	<u>Met goal</u> - The City ensures that medallions are included in plans.
1	Comply with State and Local Public Notice Requirements	<u>Goal not met</u> - The SWMP must be approved by the TCEQ before posting it in the local paper.
1	Provide Information Regarding the SWMP on the City's Website	<u>Met goal</u> - The City's Water Quality Webpage is continuously updated to include informal MS4 educational items. Items include a program email: stormwater@leandertx.gov , a reporting hotline, & illicit discharge information as well.
1	Conduct an Annual Cleanup Day	<u>Met goal</u> - An annual cleanup day was conducted on October 3, 2020. Attachment: 1
2	Update the MS4 map with new developments and any changes.	<u>Met goal</u> - The City continues to update the MS4 map annually.
2	Train staff on illicit discharges and connections	<u>Met Goal</u> - Training Roster Attachment: 2
2	Procedures for Responding to Illicit Discharges and Spills	<u>Met goal</u> - The procedures remain in effect.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved.
2	Illicit Discharge Detection and Elimination Ordinance Modifications	<i><u>Met Goal</u> - Ordinance modifications were not necessary during the current reporting period.</i>
2	Source Investigation, Elimination and Inspections of Illicit Discharges	<i><u>Met goal</u> - The City utilizes procedures for responding to complaints regarding illicit discharges with on-site initial inspections and follow-up inspections to ensure corrective actions have taken place.</i>
2	Sanitary Sewer Overflows Maintenance and Cleaning	<i><u>Met Goal</u> - The City conducts smoke testing on an annual basis.</i>
3	Assess Plan Review Procedures	<i><u>Met Goal</u> - No modifications were necessary during the current reporting period.</i>
3	Inspect active construction projects	<i><u>Met Goal</u> - The City inspects erosion/sediment controls prior to start of construction, active construction, & post-construction final acceptance inspections.</i>
3	Information Submitted by the Public	<i><u>Met Goal</u> - The City has a webpage/email that allows citizens to submit information. Complaints are logged into the database.</i>
3	MS4 Training Tracking System for Staff	<i><u>Met Goal</u> - A training log has been implemented and will be updated each subsequent year during the permit term. The log is software based and records all MS4 training.</i>
4	Require Maintenance Plans for Privately Owned Ponds	<i><u>Met Goal</u> - All new privately maintained ponds are required to submit maintenance plans per TCEQ requirements. The plans are kept on file with the City and Williamson County Real Property Records.</i>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved.
4	Implement Document Retention Program Modifications as necessary.	<i><u>Met Goal</u> - The City retains all non-compliant case records & creates a file for each specific case. Violators are notified through Code Enforcement. This correspondence creates a record of notification and emphasizes compliance.</i>
5	City Facilities Inventory	<i><u>Met Goal</u> - An inventory of City facilities is kept in the MS4 software files.</i>
5	Implement updates to the training program if necessary.	<i><u>Met Goal</u> - Training was modified/reduced due to COVID-19 precautions. Informal training was conducted & materials provided to trainees. No updates to the material in the current reporting period.</i>
5	<u>Waste Disposal Compliance:</u> update as necessary & review tracking worksheet annually.	<i><u>Met Goal</u> - The tracking is documented and kept on file in the City's MS4 Program files.</i>
5	Assessment of City Owned Facilities	<i><u>Met Goal</u>- Facilities that are susceptible to illicit discharges are inspected & recorded annually.</i>
5	Contractor Requirements & Oversight	<i><u>Met Goal</u> - No new requirements or changes in year 2.</i>
5	Inspect Water Quality and Detention Ponds	<i><u>Met Goal</u> - City maintained ponds are inspected & recorded annually.</i>

C. Stormwater Data Summary

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 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.?

The City relies on the LCRA and TCEQ monitoring data for both Segment 1244 Brushy Creek and Segment 1250 South Fork San Gabriel River. LCRA continues to monitor these two waterways for indications of water quality being affected & TCEQ assesses these waterways every 2 years as part of updating the Texas Water Quality Inventory and 303(d) List. The City's stormwater ordinance requires violators to cover any expenses incurred regarding abatement and submittal of water quality samples for laboratory testing. Inlets are cleaned by using a City owned Vac-Tron vehicle. Street sweeping & illicit discharge enforcement are ongoing activities in reducing discharges to the MEP.

D. Impaired Waterbodies

1. Identify whether an 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
The waterways that flow through the jurisdictional area of the City of Leander include the South Fork of San Gabriel River, Brushy Creek, Mason Creek, and Block House Creek, which ultimately flow to the Brazos River, with a small portion of the City inside the Colorado River watershed. Currently the portions of these water bodies that accept storm water discharges from the City of Leander are not listed as impaired by the TCEQ or EPA.

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
<i>1 Public Edu, Outreach, Involvement</i>	<i>1</i>	<i>Assess current Program & Implement Necessary Changes</i>	<i>Review and update any changes to the current program.</i>
<i>1</i>	<i>2</i>	<i>Stormwater Pamphlets</i>	<i>Mail pamphlet to all water customers in monthly bill.</i>
<i>1</i>	<i>3</i>	<i>Storm Drain Medallions</i>	<i>Review new construction plans, ensure that medallions are included in plans.</i>
<i>1</i>	<i>4</i>	<i>SWMP Information on Website</i>	<i>Post a copy of the City's current SWMP & annual report on the website.</i>
<i>1</i>	<i>5</i>	<i>Public Notice of SWMP</i>	<i>If available, publish public notice for the SWMP/NOI in a newspaper of general circulation within the City of Leander.</i>
<i>1</i>	<i>6</i>	<i>Annual Cleanup Event</i>	<i>Conduct an annual "cleanup" event engaging the public in properly disposing of items normally not accepted by regular waste disposal methods.</i>
<i>2 IDDEP</i>	<i>1</i>	<i>Maintain Storm Sewer System Map</i>	<i>The City's GIS department continually updates the MS4 map and includes new items as necessary.</i>
<i>2</i>	<i>2</i>	<i>Education/Training Field Staff</i>	<i>Provide annual training to appropriate staff.</i>
<i>2</i>	<i>3</i>	<i>Source Investigation</i>	<i>Review current procedures, make any needed changes.</i>

2	4	<i>Public Reporting Illicit Discharges</i>	<i>Assess current public reporting method and record modifications.</i>
2	5	<i>IDDEP Ordinance</i>	<i>Implement any needed changes to existing ordinance.</i>
2	6	<i>Sanitary Sewer Overflows/Cleaning</i>	<i>Smoke test 20% sanitary system connections.</i>
3 <i>Construction</i>	1	<i>Construction Plan Review</i>	<i>Continue to conduct plan reviews of 100% of applicable submittals.</i>
3	2	<i>Construction Site Inspections</i>	<i>Continue to conduct construction site inspections on 100% of applicable sites.</i>
3	3	<i>Information Submitted by Public</i>	<i>Maintain procedures for public info submittal.</i>
3	4	<i>Track annual staff training & record data.</i>	<i>Continue to track annual training & record data.</i>
4 <i>Post Construction Stormwater Management</i>	1	<i>Private Pond Maintenance Plans</i>	<i>Continue requiring maintenance plans for all privately maintained ponds, per TCEQ regulations.</i>
4	2	<i>Document Retention/Enforcement Actions</i>	<i>Retain 100% of all enforcement documents related to stormwater non-compliance.</i>
5 <i>Municipal Ops</i>	1	<i>Facilities Inventory</i>	<i>Assess the inventory of facilities and modify needed changes.</i>
5	2	<i>Update Training Program</i>	<i>Review the training program to reduce pollutant runoff caused by municipal operations and propose updates if necessary.</i>

5	3	Waste Disposal Compliance	Update and review disposal invoices annually.
5	4	Contractor Oversight	Continue working on new policy/ordinance changes as necessary.
5	5	Pollution Prevention Measures	Inspect 100% of applicable City facilities pollution prevention measures.
5	6	Assessment of City-owned Operations	Evaluate the need for any changes to the current set of pollution prevention measures.
5	7	Inspect Water Quality & Detention Ponds	Inspect half of the City owned water quality and detention ponds; perform needed maintenance. Record and file the inspections.

F. SWMP Modifications

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

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 No

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	NA	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.). NA

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	NA	NA	NA

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).

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):

130

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: *NA*

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: _____

Name of MS4 _____

If you have questions on how to fill out this form or about the Stormwater Permitting program, please contact us at 512-239-4671.

Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512-239-3282.