Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040112

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

Annual Reporting Year Option Selected by MS4:

Calendar Year:

Permit Year:

Fiscal Year: Fiscal Last day of fiscal year: September 30, 2019

Reporting period beginning date: (month/date/year): October 1, 2018

Reporting period end date: (month/date/year): September 30, 2019

MS4 Operator Level: Two Name of MS4: Williamson County

Contact Name: Roger Hickman Telephone Number: 512-943-3345

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E-mail Address: roger.hickman@wilco.org

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

Region the annual report was submitted to: TCEQ Region 11

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.	X		
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		

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.)
1.0: Public Education, Outreach and Involvement	1.1: Flyers and Brochures	**Yes**. Designed, printed, and distributed 100 flyers related to bacterial pollution from pet waste.
	1.2: Storm Water Website	**Yes**. The County's website has been updated and new information is posted on an as-needed basis.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
	1.3: Education of the public and construction site personnel	**Yes**. A link was added on the County's webpage for General Permit information on the TCEQ website for the following: • TPDES Construction General Permit (TXR150000) • TPDES Small MS4 General Permit (TXR040000)
	1.4: SWMP Committee	**Yes**. The Committee discusses, reviews and provides feedback on public education materials, local illicit discharge elimination regulations and investigation procedures, construction stormwater regulations, guidance materials, permitting and inspection procedures, and good housekeeping practices.
	1.5: Community Hotlines	**Yes**. The Williamson County Illicit Discharge Hotline (512-943-3330) has been established, is currently active, and is posted on the County's website.
2.0: Illicit Discharge Detection and Elimination	2.1: Maintain the MS4 Map and Outfall Inventory	**Yes**. • A map has been developed of the MS4 system including the location of the following: MS4 receiving streams, Storm Water Outfalls, and Permit Coverage Area. • New outfalls and drainage structures have been identified during the review of development and construction plans and have been added to the MS4 system map (on-going program). • A method has been developed and implemented for updating the MS4 map with new drainage structures and outfalls (on-going program). • Procedures have been developed and implemented for identifying new outfalls found in the field while conducting the MS4 outfall screening programs.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
		• Training has been conducted for MS4 screening personnel and plan review personnel on proper procedures for updating the MS4 map and outfall inventory (on-going program).
	2.2: MS4 Outfall Screening	**Yes.** • Personnel have been trained in field techniques necessary for the identification of illicit discharges • A system has been put in place through the County's MS4 GIS Database to track locations of illicit discharges upon identification. • A schedule has been developed that allows for the screening of the entire MS4 system within the permit term. • Outfall screening efforts have been conducted according to the developed schedule. • Internal tracking and record keeping procedures have been developed and implemented for outfall screening results. • Records of outfall screening and investigations for each outfall and any elimination activities are maintained.
	2.3: Illicit Discharge Employee Training	**Yes.** • A list of personnel to be educated on the identification and reporting of illicit discharges is being maintained (on-going).
	2.4: Illicit Discharge Hotline	**Yes.** • A list of locally occurring non-storm water discharges that were observed by the public is maintained.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
		• A hotline phone number for reporting of potential illicit discharges by the public has been established. The Williamson County Illicit Discharge Hotline (512-943-3330) is posted on the County's website. • Appropriate public education activities designed to inform the public of the hotline and types of potential discharges to report has been conducted (on-going program). • Internal procedures for receiving hotline phone calls has been developed. • Internal reporting forms to track reported discharges, investigation of public reports, and corrective actions associated with the elimination of illicit discharges reported by the public has been developed. • Investigations initiated by the public have been conducted if the reports are valid. All public reports received during the reporting year were investigated and documented.
3.0: Construction Site Runoff	3.1: Construction Inspection Procedures	Yes. • An item list has been developed to incorporate the inspections of local construction sites based on TCEQ storm water regulations and includes the following categories: use of temporary erosion controls, control of other construction related wastes, operational and general prohibitions, site closure and stabilization requirements, and on-site documentation and records. • Inspection forms and procedures have been developed and implemented to inspect local construction sites to ensure compliance with TCEQ construction storm water regulations. • A list of items to incorporate in the inspection of local construction sites based on TCEQ construction storm water regulations has been developed and implemented. • Review inspection forms and procedures and revise as necessary to inspect local construction sites to ensure compliance with TCEQ construction storm water regulations.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
	3.2: Construction Plan Reviews	**Yes.** • A process has been developed and implemented to obtain subdivision construction plans for review to determine compliance with TCEQ construction storm water regulations. • The local construction community has been educated on the subdivision construction plans review process (on-going program). • The subdivision construction plan review procedures have been implemented for local construction sites.
	3.3: Construction Site Inspection	**Yes.** • Qualifying construction sites are inspected using appropriate procedures and forms to ensure compliance with storm water regulations (on-going program). • Williamson County inspection personnel have been trained on construction storm water regulations and inspection procedures (on-going program). • Voluntary on-site meetings are conducted as needed with owners and operators of local construction sites that are not in compliance with TCEQ construction storm water regulations. Letters of non-compliance are issued to owners and operators of local construction sites that do not voluntarily comply with TCEQ construction storm water regulations (on-going program).
	3.4: Permittee Owned Construction Sites	**Yes.** • Required documents are submitted to obtain permit coverage for Williamson County owned and operated projects; to maintain compliance with applicable state and/or federal construction storm water permit provisions and Edwards Aquifer Rules when applicable (on-going program).

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
		• Documents required for obtaining state and/or federal construction storm water permits applicable to Williamson County owned and operated construction sites have been developed. • Construction design and permitting guidelines are distributed to the local construction community and involved permittee personnel as required (on-going program). • Williamson County owned construction project planning and design criteria are reviewed as needed to determine if changes are needed. Required changes may be due to comply with local, state, and/or federal construction storm water regulations and Edwards Aquifer Rules (on-going program).
	3.5: Construction Related Public Reporting	**Yes.** • Construction related public reporting educational materials have been developed instructing the public in procedures for reporting to the permittee construction sites with potential storm water quality problems or construction storm water regulation violations (updating these materials is an on-going program). • Construction related public reporting educational material are distributed in accordance with the identified schedule (on-going program). • An internal tracking system has been developed to keep a record of information reported by the public (on-going program). • On-site investigations are conducted of those sites reported by the public that, according to the best judgment of the permittee personnel, warrant investigation (on-going program).
4.0: Post-Construction Site Runoff	4.1: New Development and Re-development Plan Review	**Yes.** • A process to obtain development construction plans for review to determine compliance with TCEQ post-construction runoff regulations has been developed and implemented (updating these procedures is an on-going program).

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
		• Internal tracking and plan review procedures have been developed and implemented to ensure compliance with TCEQ post construction runoff regulations (updating these procedures is an on-going program). • The local development community is educated as needed on the local development plans review process (on-going program). • The subdivision development plan review process has been implemented (this review process is continuously updated as needed).
	4.2: Development Project Inspection Procedures	**Yes.** • Inspection forms and procedures that are necessary to inspect new and redevelopment projects have been developed. These forms and procedures are necessary to ensure compliance with TCEQ post-construction runoff regulations and approved plans.
	4.3: New Development and Re-development Project Inspection	**Yes.** • A list of subdivision development projects that qualify for inspection under TCEQ post-construction runoff regulations has been developed and is tracked through a GIS database (this database is updated regularly). • Letters of non-compliance are issued to owners or operators of local development projects that are found to be out of compliance and do not voluntarily comply with TCEQ post-construction runoff regulations. • Qualifying development project sites are inspected using adopted inspection forms and procedures to ensure conformance with TCEQ post-construction runoff regulations (these forms are updated as necessary). • Inspection personnel are trained on TCEQ post-construction runoff regulations and final inspection procedures (on-going program).

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
	4.4: Permittee Owned New Development and Re-development Projects	**Yes.** • Conduct the development plan review process for all Williamson County owned new development and re-development projects excluding normal road maintenance (on-going program); • New project planning and design criteria are distributed to the local design and engineering community when changes are made to comply with local, state, and/or federal construction storm water regulations (on-going program).
	4.5: Participation in Local Watershed Planning and Modeling	**Yes.** • Williamson County has identified all local watershed planning and monitoring organizations and participates in watershed planning and surface water monitoring data presentation meetings (on-going activity). • Records are maintained of all TMDL requirements and pollutants of concern for any local MS4 receiving streams that are considered or are determined to be sensitive or impaired (on-going program). • Williamson County maintains a list of sensitive and impaired water bodies as identified by the local watershed planning and monitoring agencies or state and federal monitoring agencies within its jurisdictional boundary (on-going program). • TMDL requirements or load allocations are reviewed to determine if additional Best Management Practices (BMPs) or changes in existing practices are needed to meet TMDL load allocations or to protect sensitive or impaired water bodies located within the MS4 jurisdiction (on-going program).
5.0: Pollution Prevention and Good Housekeeping for Municipal Operations	5.1: Pesticide and Herbicide Application	**Yes.** • Williamson County complies with all local, state, and federal regulations associated with pesticide and herbicide application (on-going program).

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
		• Each location is assessed for opportunities to implement alternative practices and endeavors to retrofit structures in order for non-pesticide methods of maintenance to become effective (on-going program). • A prioritized list of areas where retrofits and alternative pest control practices would reduce overall pesticide and herbicide application volumes has been developed (on-going program).
	5.2: Maintenance of Roadways	**Yes.** • Current roadway maintenance activities are continuously being assessed to determine if modification of current practices would benefit storm water quality. • The roadway maintenance program has been assessed and revisions to the roadway maintenance policy according to identified alternative practices are made as necessary (on-going program). • Alternative practices are continuously being assessed and implemented as needed to reduce the discharge of road materials during construction or maintenance activities (on-going program). • The roadway maintenance program is continuously being evaluated and roadway maintenance policies revised according to identified alternative practices.
	5.3: Culvert/Inlet Cleaning	**Yes.** • Williamson County has implemented a culvert cleaning program according to a developed schedule (on-going program). • Areas have been identified where catch basins, surface inlets, and/or storm sewer manholes should be periodically cleaned to reduce discharge of floatable materials, sediment, and other materials (on-going program).

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
	5.4: Landscaping and Lawn Care	**Yes.** • An inventory of all Williamson County owned landscaping and lawn care areas has been developed. • All herbicides, pesticides, and fertilizers are used in accordance with manufacturers' instructions for application rates and quantities (on-going program).
	5.5: Vehicle Maintenance	**Yes.** • Williamson County vehicle operators conduct yearly inspections of vehicles to check for fluid leaks (on-going program). • An inventory of Williamson County owned vehicles has been developed through means of a database that includes inspection and maintenance history for each vehicle. This database is continuously updated (on-going program). • Vehicle inspection and maintenance records are reviewed to evaluate conformance to vehicle manufacturer service specifications (on-going program). • Repairs are scheduled for vehicles determined to have fluid leaks (on-going program). • Routine inspections are conducted on all vehicles according to manufacturers' specifications or at more frequent intervals as needed according to the County's database. Inspections of all vehicles includes identifying the presence of any fluid leaks (on-going program).

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
	5.6: Spill Prevention Plans	**Yes.** • An inventory of all Williamson County owned facilities has been developed and those that may be required to have SRP Plans identified. • Identified facilities have been individually evaluated to determine if a Spill Response Plan (SRP) may be required. • SRP Plans have been developed and maintained for Williamson County owned facilities that require such plans. • The County adheres to all SRP plan requirements at qualifying Williamson County owned facilities.
	5.7: Illegal Dumping	**Yes.** • Investigations of illegally dumped material are conducted to identify the sources of the materials (on-going program). • A list of illegal dumping locations has been identified (this list is continually updated as part of an on-going program). • Existing local legal authority or other means are used to assess enforcement actions against identified illegal dumpers (on-going program). • Signs are posted at illegal dumping locations that indicate the prohibitions associated with illegal dumping (on-going program). • A brochure has been developed (posted on the County's web page) explaining the penalties associated with illegal dumping and how the public can help.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No, and explain.)
	5.8: Disposal of Waste Removed from Storm Sewer Facilities	**Yes.** • Methods used to dispose of waste from storm sewer facilities have been evaluated. • Guidelines have been developed for proper disposal of waste removed from storm sewer facilities. • Disposal methods are continuously reviewed to assure compliance with guidelines (on-going program).
	5.9: Maintenance of Permittee Owned Structural Controls	**Yes.** • All permittee owned structural controls in urbanized areas have been located and identified. • Any new structural controls identified during mapping of outfalls are located and added to the GIS database (part of an on-going program). • A maintenance plan has been implemented for currently identified structural controls. • A plan has been developed for maintenance of structural controls in urbanized areas if/when any are found (part of an on-going program).
6.0: Industrial Stormwater Sources		**No.** • Williamson County is a Level 2 small MS4 and as such is not required to implement this minimum control measure. Much of this information is included in MCM #5 (Pollution Prevention and Good Housekeeping for Municipal Operations) above.

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	Flyers & Brochures	Distribution	100	Pet Waste Flyers	**No.** Though this BMP does not result in a direct reduction of pollutants, increasing public awareness will eventually reduce pollutants.
1.2	Storm Water Website	Hits	3396	Visits	**No.** Though this BMP does not result in a direct reduction of pollutants, educating citizens and providing information increases public awareness will eventually reduce pollutants.
1.5	Community Hotline	Illicit Discharge Reporting	161	Calls	**Yes.** This BMP results in a direct investigation and remediation of illicit discharges.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
2.1	Maintain the MS4 map	Construction Plans	0	New Outfalls Identified	**No.** Though this BMP does not result in a direct reduction of pollutants, adding new outfalls to the MS4 map identifies additional locations to inspect.
2.2	MS4 Outfall Screening	Appearance	54	Each	**Yes.** When illicit discharges are observed, immediate action can be taken to remove the pollutant and track the source. Results of screenings have demonstrated pollutants to be minimal.
2.3	Illicit Discharge Employee Training	Certified Stormwater Inspector Training Course	4	New certified employees	**No.** Though this BMP does not result in a direct reduction of pollutants, training of employees will allow identification and reporting illicit discharges. Action can then be taken to remove the pollutant and track the source.
2.4	Illicit Discharge Hotline	Total Environmental Calls	161	Each	**Yes.** When illegal dumping is reported by the public or observed during field inspections, immediate corrective action can be taken to remove the pollutant.
		New Illegal Dumping Cases	86	Each	

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
		Previous Illegal Dumping Cases	54	Each	
		Corrective Action	86	Each	
3.2	Subdivision Construction Plan Review	Subdivision Plan sets	72	Subdivision Reviews	**No.** Though this BMP does not result in a direct reduction of pollutants, subdivision plan reviews assures the inclusion of appropriate control measures, notes and compliance with TCEQ regulations for storm water.
3.3	Subdivision Construction Site Inspection	Construction Sites	250	Subdivisions Inspected	**Yes.** When illicit discharges are observed during on-site inspections, immediate corrective action can be taken to remove the pollutant.
4.1	New Development Plan Review	New Development or Re-Development Site Plans	38	Site Plan Reviews	**No.** Though this BMP does not result in a direct reduction of pollutants, new development site plan reviews assures the inclusion of appropriate control measures, notes and compliance with TCEQ regulations for storm water.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No, and explain.)
4.5	Local Watershed Planning and Modeling	Watershed Studies	1	Comprehensive Studies	**No.** Though this BMP does not result in a direct reduction of pollutants, participation in watershed planning and modeling studies increases awareness of the behavior of the hydraulics of the watershed. This information can be used in locating the source of pollutants identified within the watershed.
5.3	Culvert/Inlet Cleaning	Work Orders	12	Culverts Cleaned or Replaced	**Yes.** Williamson County maintains 630 culverts within its MS4 jurisdictional area. The periodic cleaning of culverts, catch basins, surface inlets, and storm sewer manholes reduces the discharge of floatable materials, sediment, and other materials.
5.5	Vehicle Maintenance	Vehicle Service Records	1,190	Vehicles serviced	**Yes.** Inspections of all vehicles includes identifying the presence of any fluid leaks, which prevents the discharge of fluids into the stormwater system.
5.7	Illegal Dumping	Work Orders	86	Completed	**YES.** When illegal dumping is reported by the public or observed during field inspections, immediate corrective action can be taken to remove the pollutant.

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):**

5. **MCM(s)**	**Measurable Goal(s)**	**Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain**
1.0: Public Education, Outreach and Involvement	1.1: Designed, printed, and distributed 100 flyer related to bacterial pollution from pet waste.	**Goal Accomplished**
	1.2: Update the County's Website	**Goal Accomplished** – website updated in Year 1.
	1.3: Add TCEQ General Permit information to the County's website.	**Goal Accomplished** – website updated in Year 1.
2.0: Illicit Discharge Detection and Elimination	2.1: Maintain the MS4 map and Outfall Inventory	**On-going Program** – Zero new outfalls were added to the MS4 map during Year 1.
	2.2: MS4 Outfall Screening	**On-going Program** – 54 outfalls were screened during Year 1.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain
	2.3: Illicit Discharge Employee Training	**On-going Program**– 4 employees were trained during Year 1.
3.0: Construction Site Runoff	3.1: Construction Inspection Procedures	**On-going Program** – Inspection forms and procedures were reviewed and revised to ensure compliance with TCEQ construction storm water regulations.
	3.2: Construction Plan Reviews	**On-going Program** – Construction plans for 72 subdivisions and 38 site plans were reviewed during Year 1
	3.3: Construction Site Inspection	**On-going Program** – Inspection of 250 construction sites were reviewed during Year 1. These include new subdivision construction and utility installations.
4.0 Post Construction Site Runoff	4.1 New Development and Re-development Plan Review	**Goal Accomplished** – 38 site plans reviewed (Doug).

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain
5.0: Pollution Prevention and Good Housekeeping for Municipal Operations	5.2: Maintenance of Roadways	**On-going Program** – Assessment and revisions to the roadway maintenance policy are continuously performed as necessary according to identified alternative practices are made, and as appropriate that would reduce the discharge of road materials during construction or maintenance activities.
	5.3: Culvert / Inlet Cleaning	**On-going Program** – Culverts and ditches are cleaned and maintained as needed.
	5.5 Vehicle Maintenance	**On-going Program** – Vehicles are checked for leaks and maintained as needed.

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.?

Visual observations were conducted during outfall screenings. Outfalls were screened for odor, color, clarity, floatable, deposits or stains, vegetations conditions, structural conditions, biological condition. Also, water flow was estimated and logged for each outfall. Photographs were taken of outfall structures to compare their condition to previous years' inspection.

D. Impaired Waterbodies

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. TCEQ Surface Water Viewer. None, there are no new impaired water bodies.

1. 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. None, there are no streams with TMDL's in Williamson County.

2. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL. There are no streams in Williamson County listed with TMDL's

3. 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**
Not Applicable			

4. 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
Not Applicable		

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

Description of bacteria-focused BMP	Comments/Discussion
Designed, printed, and distributed pet waste flyers	The pet waste flyer was designed to inform the public on the negative environmental effects of pet waste. The pet waste flyers were handed out at Williamson County trails and in parks to reach animal owners that use outdoor facilities. In addition, the pet waste flyer was handed out at the county courthouse and posted to the county website so that the public would be reminded of the importance of this issue.
OSSF Enforcement	The On-Site Sewage Facility Department at Williamson County helps eliminate and prevent health hazards by regulating and properly planning the location, design, construction, installation, and operation of on-site sewage disposal systems. A maintenance plan is also required for aerobic systems to help prevent bacteria from entering local water sources such as wells, streams, aquifers, recharge zones and lakes.

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

Benchmark Indicator	Description/Comments
Not applicable – we have no streams with TMDL's in Williamson County	

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
MCM 1: Public Education, Outreach and Involvement	1.1 Community Education	Staff will present a stormwater quality presentation to Georgetown High School and attempt to find other audience for this presentation.	A significant aspect of a successful stormwater management program is keeping the community well informed. The Public Education, Outreach and Involvement minimum control measure consists of BMPs focused on the development of a comprehensive program to educate the public about the impacts that stormwater discharges have on local water bodies.

1.2 Garden and Lawn Care	The County will choose a topic related to garden/lawn care education and post material such as brochures at county offices and local retail stores.	The County will acquire, create and support the production of public education and outreach materials focused on garden and lawn care education.
1.3 Recycling and Household Hazardous Waste	The County will hold two recycling and household hazardous waste disposal events.	Williamson County will operate a hazardous waste and recycling drop off center. The center will be open to the public and allow free hazardous waste disposal and recycling. The County will print and website media to advertise these events and provide locations for drop off centers four times throughout the year.
1.4 Pet Waste	The County will install and maintain two additional pet waste disposal stations at a county parks.	The County will acquire, create and support the production of public education and outreach materials focused on proper disposal of pet waste. The County will work with the Parks Department to support the maintenance of pet waste disposal stations.
1.5 Public Notice	The County will post the SWMP Notice of Intent public notice in three newspapers in the surrounding area to help educate the public.	This public announcement will be published in the Taylor Press (East), Georgetown Sun (Central), and the Hill Country News (West).
1.6 County Website	Continue to update Williamson County's Stormwater Management webpage with new or updated as-needed basis.	Williamson County maintains a website, https://www.wilco.org/Departments/Storm-Water-Management, for public communication regarding stormwater policies and information. The site contains the latest SWMP, any proposed changes to the SWMP, any Notice of Change submittals, general information on stormwater pollution and information on reporting illicit discharges.

MCM 2: Illicit Discharge	2.1 MS4 Mapping	Review entire MS4 map and ensure outfalls recently constructed are included in the map. Establish a new process to include outfalls in the map during the construction inspection process.	As adjacent cities annex land next to their city limits, from time to time it is found that an MS4 outfall no longer lies within Williamson County's jurisdictional area. Information regarding such outfalls is passed on to the appropriate MS4 Operator. Occasionally, outfalls are discovered that were not previously part of the inventory.
	2.2 MS4 Training	Training will be provided for all personnel involved in on-site field screening of outfalls and construction site inspection.	The principal MS4 staff have been certified as Qualified Preparers of Storm Water Pollution Prevention Plans. Furthermore, members of the construction inspection staff have been certified as Qualified Compliance Inspectors of Stormwater. These certificates are valid for two years and then must be renewed. Staff will attend at least 4 hours of training per year to enhance their education and experience.
	2.3 Public Complaints	Conduct 100% of illicit discharge investigation complaints. Document and archive 100% of the inspection results on a case by case basis by the end of each fiscal year.	Public complaints are submitted through the Illicit Discharge Hotline (512-943-3330). These complaints primarily consist of illegal dumping of trash and refuse. County workers will first investigate the complaint. If required, the site is to be cleaned up including removal of trash, sediment, and other pollutants. All complaints and work orders will be cataloged in the VUE works database. If a responsible party can be located, the case is to be referred to the constable based on the precinct.
	2.4 Field Screening Inlets	Continue to screen 20% of the documented outfalls each year.	New outfalls will be identified throughout construction plan review and onsite inspections.

	2.5 OSSF Discharges	Investigate all OSSF complaints by the end of the fiscal year. Maintain records of initial investigations, results, and enforcement activities.	Failing on-site sewage facilities may result in overland discharge. If a discharge is observed, it must be immediately reported to the OSSF group. Public complaints are received through the illicit discharge hotline (512-943-3330). When an OSSF complaint is received, staff has one business day to investigate and determine the appropriate response including issuing a violation notice.
	2.6 High Priority Discharges	Identify all discharge points within high priority areas based on complaints logged and proximity to impaired streams.	Staff determines high priority areas based on two criteria: 1. Proximity to impaired streams. 2. Significant number of complaints within a given time period.
	2.7 Spill Prevention and Response Plan	Identify new and existing staff who need additional training on spill response protocol and update the list of hazardous material found in the Williamson County Spill Prevention and Response Plan.	The Williamson County construction inspection team and other appropriate personnel are trained on hazardous materials and spill prevention and response. Every year, spill response training is provided to employees on the following topics: spill prevention methods, spill containment, emergency procedures, spill reporting, and hazardous substance inventory.
MCM 3: Construction Site Runoff	3.1 Construction Plan Review	Revise internal tracking and plan review procedures as appropriate to address the following issues: conformance to the latest TCEQ stormwater regulations, appropriate use of temporary erosion controls, and inclusion of	Construction plans will first be reviewed and accepted by the Land Development Department. During the review process, the location of the construction site is verified to determine if it is within Wilco MS4 jurisdiction.

		any required local, state, and/or federal stormwater permit documents	
	3.2 Construction Site Inspection	Williamson County Staff will be responsible for inspecting all commercial, subdivision, road bond, and road maintenance activities throughout all active phases of construction to ensure stormwater compliance is achieved.	There are three types of construction activities inspected by Williamson County Stormwater Management: 1) commercial projects located within the MS4 jurisdiction, 2) road bond and road maintenance projects located outside the city limits, and 3) subdivision developments located within the MS4.
MCM 4: Post Construction	4.1 First Year after Notice of Termination	Inspect all completed construction projects within the Williamson County MS4 jurisdiction twice a year. The first site visit must be within 6 months after the NOT was submitted. The second site visit must be after one year has passed since the NOT was submitted.	Within one year of the final NOT, Staff must visit the site twice. The first visit must be 6 months after the NOT has been submitted and the second must be after 1 year. Staff must review the site or subdivision plan for location of vegetated areas, channels, detention ponds, and discharge points.
	4.2 Long Term	After the initial first year, staff will catalogue the discharge points that discharge directly to the waters of Texas. These points will be added to the County's GIS database and inspected as part of the illicit	After the initial first year, staff will catalogue the discharge points that discharge directly to the waters of Texas. These points will be added to the County's GIS database and inspected as part of the illicit discharge prevention program.

		discharge prevention program	
MCM 5: Pollution Prevention	5.1 Williamson County Parks	The County will install two pet waste disposal stations within a County park.	These sites are susceptible to erosion and sediment loss during construction, pesticide and herbicide pollution, and horse and pet waste pollution. Erosion and sedimentation will be controlled during construction as required by the site's SWPPP. Pet waste is contained in plastic manure bags and deposited in bins. Horse Manure is collected at stable facilities and placed in dumpsters.
	5.2 Williamson County Landfill	The County will inspect the landfill and recycling sites for compliance.	The landfill is located at 600 County Road 128, Hutto, TX 78634. Waste Management Inc. is under contract to manage the landfill. The landfill is permitted through the TCEQ under MSW 1405B. Per MSW 1405B, all leachate and contaminated surface water will be collected and managed per the leachate management plan. Interim sediment controls include berms, silt fences, temporary vegetation, mulch, hay bales, perimeter channels and sedimentation ponds. Permanent controls include sedimentation basins, drainage channels drainage terraces, and vegetated cover.
	5.3 Equipment Storage and Maintenance	Inspect equipment storage and maintenance facilities for inadequacies and compliance.	The Williamson County equipment storage facility is responsible for housing all heavy construction equipment such as motorgrades, backhoes, gradalls, rollers and streetsweepers. The equipment storage facility is located at 3151 SE Inner Loop Georgetown, TX 78626.

5.4 Fuel and Chemical Storage	Inspect each fueling station and County records once per year for compliance with TCEQ petroleum storage tank requirements	Location A: Central Maintenance Facility - unleaded, diesel and propane - 3151 SE Inner Loop, Georgetown, TX 78626 Location B: Florence Yard - unleaded, diesel and propane -1100 FM 970 Florence, Tx 76527 Location C: Granger Barn - unleaded, diesel and propane - 16350 FM 971 Granger, Tx 76530 Location D: Taylor Barn - unleaded, diesel and propane -104 Mississippi St Taylor, Tx 76574 Location E: Round Rock Annex – propane Only - 1801 East Old Settlers Blvd Round Rock, Tx 78664 Location F: Cedar Park Annex – propane Only - 350 Discovery Blvd Cedar Park, Tx 78613
5.5 County Buildings	Perform at least one post construction stormwater inspection at 175 CR 138 by the end of each fiscal year	Williamson County owns 62 properties/buildings, one of which is located within the MS4 jurisdiction at 175 CR 138 Hutto, Texas. This building is the Task Force Building and is used as office space for the Sheriff's Department. Williamson County contracts out landscaping and lawncare needs per yearly contract which is available upon request.
5.6 Vehicle Storage	Inspect 100% of county vehicles and document all inspections for reporting to TCEQ	The Williamson County vehicle storage and maintenance yard is used to house county vehicles, trailers, tools and impounded cars. All county vehicles and heavy equipment are inspected and reported once a year to maintain engine performance and reduce unwanted leaks.

5.7 County Employee Communication & Training	Meet with the stormwater team once a month to determine our stormwater needs and revise the stormwater program as necessary	The Williamson County stormwater team meets monthly to discuss the program processes including the illicit discharge management program. Included in this group are members of the road maintenance crews and development review personnel. Information is then disseminated to other departments and employees as needed.
5.8 County Road	Review and inspect all county road development projects within the MS4 at least once a month	Williamson County contracts all major road, stormwater and building projects to third-party development contractors. All contractors and subcontractors must demonstrate training and competency with the TCEQ General Construction Permit's (TXR150000) requirements. The contractors must obtain approved SWPPPs from the TCEQ and hire independent environmental consulting services to inspect all best management practices for compliance with the approved SWPPPs.
5.9 Routine Road Maintenance	County will review the right-of-way and road maintenance procedures to determine if additional measures can be taken to minimalize environmental impacts.	Williamson County Road and Bridge Department performs maintenance activities such as leveling, re-paving, pothole repair, mowing, hydroseeding and culvert cleanout on portions of 1443 linear miles of roads. This work allows for regular maintenance of roads as well as maintenance of drainage systems.

F. SWMP Modifications

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

__X__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_X__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)
Not Applicable		

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)
Not Applicable			

H. Additional Information

1. Is the permittee relying on another entity to satisfy any permit obligations?

___ Yes _X_ 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: NA

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

___ Yes _X_ No

2.b. If "yes," is this a system-wide annual report including information for all permittees?

___ Yes _X_ No

If "Yes," list all associated authorization numbers, permittee names, and SWMP responsibilities of each member (add additional spaces or pages if needed):

Authorization Number: Not Applicable Permittee: Not Applicable

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): 0

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

___ Yes _X_ No

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

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): Bill Gravell Jr. Title: County Judge

Signature: Bill Gravell Jr. Date: 12/17/19

Name of MS4 Williamson County TXR040112

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.