



Mayor
Mike Snyder

Mayor Pro Tem
Peter Gordon

Council Members
Robin Sutton, Place 1
Dan Thornton, Place 2
Randal Clark, Place 3
Peter Gordon, Place 4
Krystal Kinsey, Place 5
Amberley Kolar, Place 6

City Manager
James Earp

March 31, 2023

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

Re: Phase II MS4 Annual Report Transmittal for City of Hutto
TPDES Authorization: TXR040105

Dear Team Leader:

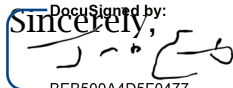
This letter serves to transmit the required annual report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040105 for the City of Hutto MS4.

The annual report is for Year 4. The reporting period began on 01/01/2022 and ended on 12/31/2022.

A separate Notice of Change has not been submitted. There are proposed changes for the next permit term; however, a Notice of Change is not required because the SWMP has not been approved. Proposed changes were emailed to the TCEQ Stormwater Team on March 30, 2023.

City of Hutto MS4
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As required by the general permit, a copy of the report will be mailed to the TCEQ Austin Regional Office (R-11).

DocuSigned by:
Sincerely,

BEB500A4D5F0477...

James Earp
Hutto City Manager

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040105

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

Annual Reporting Year Option Selected by MS4:

Calendar Year:

Permit Year: _____

Fiscal Year: _____ Last day of fiscal year: (_____)

Reporting period beginning date: (month/date/year) 01/01/2022

Reporting period end date: (month/date/year) 12/31/2022

MS4 Operator Level: 2 Name of MS4: City of Hutto

Contact Name: Mindy McDonough Telephone Number: 512-759-4003

Mailing Address: 500 W. Live Oak Street Hutto, Texas 78634

E-mail Address: mindy.mcdonough@huttotx.gov

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

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	Documentation could not be located to support compliance with some of the SWMP BMPs.
Permittee is currently in compliance with recordkeeping and reporting requirements.		X	Documentation could not be located to support compliance for some SWMP BMPs.
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: Public Education, Outreach, and Involvement	BMP 1: Distribute Educational Material	Yes. Distributing a variety of stormwater pollution prevention educational material through various communication platforms increases awareness, builds audience size, and expands the type of audience.
1: Public Education, Outreach, and Involvement 2: Illicit Discharge Detection and Elimination (IDDE)	BMP 2: Stormwater Reporting by Public	Yes. Publicizing a contact phone number and having an online submittal form via Citizen Request Tracker makes it easier for the public to report stormwater concerns. Upon receiving notification, the city commences an investigation immediately.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1: Public Education, Outreach, and Involvement	BMP 3: Public Involvement Opportunities	Yes. Public involvement opportunities promote water quality awareness; provide stormwater pollution prevention education; and presents opportunities/events where citizens can take an active role in improving water quality (e.g., participating in a hazardous household collection event to divert hazardous waste from stormwater runoff).
2: IDDE 5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 4: Storm Sewer System Map and Facility Inventory	Yes. Maintaining a storm sewer map helps MS4 staff to detect and track illicit discharges including spills. Also, an MS4 system map identifies stormwater outfall locations for monitoring purposes. Maintaining an inventory of municipal facilities is important for identifying sources of pollutants and for identifying activities that require the development and implementation of pollution prevention measures.
2: IDDE	BMP 5: Illicit Discharge and Spill Inspection, Investigation, and Response	Yes. An IDDE program is important in detecting and eliminating a pollutant source upon notification or discovery.
2: IDDE	BMP 6: OSSF Procedures	Yes, this BMP is appropriate for reducing the discharge of bacteria to stormwater runoff. OSSF procedures provides a process for identifying and addressing failing OSSFs.
3: Construction Site Stormwater Runoff Control 4: Post-Construction Stormwater Management in New Development and Redevelopment	BMP 7: Plan Review	Yes, the construction and engineering plan review process ensures the inclusion of temporary and permanent erosion and sediment controls in the overall construction plans. Furthermore, plan reviews can ensure the design specs for the temporary and permanent erosion and sediment controls are in accordance with the city code.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
3: Construction Site Stormwater Runoff Control	BMP 8: Construction Site Inspection and Enforcement	Yes, conducting construction site inspections ensures stormwater erosion and sediment controls are designed, installed, and maintained in good operating condition.
4: Post Construction Stormwater Management	BMP 9: Structural Control Maintenance, Inspection, and Enforcement	Yes. Ensuring post-construction stormwater structural controls are designed, maintained, and functioning reduces the discharge of pollutants to stormwater runoff.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 10: Maintenance Contractor Oversight	Yes. Ensuring contractors perform maintenance tasks in accordance with stormwater pollution prevention measures and good housekeeping practices reduces the discharge of pollutants to stormwater runoff.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 11: Municipal Operations and Maintenance Activity	Yes. Performing municipal operations and activities in accordance with pollution prevention procedures ensures pollution prevention measures are being properly implemented thus reducing the discharge of pollutants to stormwater runoff.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 12: Municipal Operations Inspection and Program Procedures	Yes, by inspecting municipal operations, pollution prevention measures and good housekeeping practices can be assessed for compliance with procedures and deficiencies can be addressed.
5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 13: Disposal of Collected Waste	Yes, this BMP is appropriate for reducing the discharge of pollutants to stormwater runoff because proper disposal of waste keeps it from entering the MS4 or waterways.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
2: IDDE 3: Construction Site Stormwater Runoff 5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 14: Staff Training	Yes, this BMP is appropriate for reducing the discharge of pollutants to stormwater runoff because training staff promotes awareness and understanding of how pollutants can affect stormwater runoff. Training staff on how to implement job-specific pollution prevention measures and good housekeeping practices reduces pollutant runoff.
2: IDDE 3: Construction Site Stormwater Runoff 4: Post Construction Stormwater Management	BMP 15: Stormwater Quality Ordinances	Yes, this BMP is appropriate for reducing the discharge of pollutants to stormwater runoff because stormwater quality ordinances give the MS4 legal means to pursue enforcement action as necessary. An ordinance also provides a set of standard rules that are applied consistently giving the MS4 program integrity.

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**):

3	BMP 3: Public Involvement Opportunities	Facebook Promotion	1	Event	<p>Yes. The city promoted a household hazardous waste collection event hosted and operated by Williamson County. The event directly reduced pollutants to stormwater runoff because the waste was diverted from the MS4 and was properly disposed of. The opportunity also served to promote stormwater pollution awareness and educate the public.</p>
		Public Comment	1	Public Comment Period	<p>No, public comment does not directly reduce pollutants. However, allowing the public an opportunity to review and comment on the SWMP does engage the public and educate the public. This is an opportunity for the public to provide feedback or input on the SWMP.</p> <p>The City of Hutto published a notice of application and preliminary decision for the MS4 renewal application on September 21, 2022, in The Taylor Press newspaper.</p>

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
2 & 5	BMP 4: Storm Sewer System Map and Facility Inventory	MS4 System Map Excel Spreadsheet	1 1	Map Facility Inventory	No, a MS4 system map doesn't directly reduce pollutants. However, an updated MS4 system map is important because it aids in monitoring and detecting illicit discharges in the system. No. However, reviewing and updating a municipal facility inventory ensures sources of potential pollutants are routinely identified and pollution prevention measures are created if necessary.
2	BMP 5: Illicit Discharge and Spill Inspection, Investigation, and Response	IDDE Procedures and Investigation Reports	0 0 1 0	Procedures Investigations Spill and Illicit Discharge Notifications to TCEQ Sanitary System Inspections	Yes. Investigating spills and illicit discharges allows the source of the discharge to be identified and eliminated thus reducing negative impacts to the MS4 and waterways.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
2	BMP 6: OSSF Procedures	Email communication with OSSF jurisdictional authority and Discussion with Public Works Department	0 0	OSSF Inventory Failing OSSF Referrals	No. Septic tanks are not permitted to be constructed in the city limits; therefore, there's no reduction of pollutants.
3 & 4	BMP 7: Plan Review	Construction Plans	100	Percent Reviewed	No. The pollutants will be reduced during the construction phase as temporary BMPs are utilized. Pollutants will be reduced over time as the permanent post-construction BMPs are utilized.
2 & 3	BMP 8: Construction Site Inspection and Enforcement	Construction Inspection Reports	Unknown	Inspections	Yes. By inspecting construction sites, the city can evaluate if proper BMPs are installed and maintained to minimize erosion and reduce sediment discharge. Follow-up inspections and enforcement actions help the city to facilitate compliance.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
4	BMP 9: Structural Control, Maintenance, Inspection, and Enforcement	<p>Inspection Reports</p> <p>Maintenance agreements of privately owned and operated post-construction BMPs.</p>	<p>0</p> <p>0</p>	<p>Inspections</p> <p>Maintenance Agreements</p>	<p>Yes. By inspecting municipal structural controls, failures can be detected and corrected.</p> <p>No. By requiring deed recordation of maintenance agreements for privately-owned structural controls, the city has access to ownership information and the maintenance requirements to ensure proper functioning of the control.</p>

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
5	BMP 10: Maintenance Contractor Oversight	Maintenance Contracts Stormwater quality reports concerning contracted maintenance	2 0	Contract(s) Reports	No, there is no direct reduction. However, including stormwater management conditions in maintenance contracts ensures the contractor is aware of pollution prevention practices that must be followed. Yes. By investigating complaints or concerns, the city can ensure contractor maintenance activities are being performed in compliance with the contract language as well as with city ordinances.
5	BMP 11: Municipal Operations and Maintenance Activity	Pollution Prevention Measures and Good Housekeeping Practices	14	Procedures	Yes. By implementing procedures, a reduction in pollutants to the MS4 and waterways can be achieved.
5	BMP 12: Municipal Operations Inspection Program and Procedures	Visual inspection of pollution prevention measures	0	Completed Inspection Checklists	Yes. By conducting inspections, the city can ascertain if pollution prevention measures are being followed and deficiencies are being corrected.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
5	BMP 13: Disposal of Collected Waste	Waste disposal documentation	Unknown	Volume	Yes. Disposal of waste helps divert the waste from entering the MS4 and waterways.
2, 3, and 5	BMP 14: Staff Training	Training Program	Unknown Unknown	Staff Training Records	No, not directly. However, routine training ensures staff do their part to reduce pollutants to stormwater runoff.
2, 3, and 4	BMP 15: Stormwater Quality Ordinance	City Ordinance 24.08: Illicit Discharges of Pollutants into MS4 or Conveyances	0 0	Updates Reviews	Yes. Enforcing stormwater regulations ensures program success. An ordinance grants the MS4 a legal means to enforce stormwater regulations and pursue enforcement action as necessary. Consistently and fairly applying the ordinance to regulated activity promotes program integrity and reduces the discharge of pollutants to stormwater.

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. If goal was not accomplished, please explain.
1	Develop and distribute 3 stormwater pollution prevention topics. Utilize at least 3 methods of distribution while reaching 3 targeted audiences.	<p>Exceeded goal. Four stormwater pollution prevention topics (home repair and remodeling, vehicular waste, pet waste, and lawn waste) were developed.</p> <p>Five methods of distribution were used to distribute stormwater pollution prevention topics: (1) City stormwater webpage and City Stormwater Drainage Information webpage, (2) City Facebook, (3) City Newsletter Hey Hutto, (4) City News Flash, and (5) Utility Bill Inserts.</p> <p>Stormwater messaging targeted households, businesses, and pet owners.</p>
1, 2, and 3	Maintain at least one mechanism for the public to submit stormwater quality reports. Ensure reporting methods are accessible 95% of the time. Respond to stormwater quality reports within 2 business days or within 24 hours if there is an immediate threat to human health or the environment.	Exceeded goal. There are two mechanisms whereby the public can submit concerns or complaints regarding stormwater quality: (1) City stormwater webpage provides a contact number for the Engineering department and (2) Citizen Request Tracker®. Both mechanisms are available 100% of the time. The city responds to stormwater complaints within one business day.
1	Provide at least 4 public involvement opportunities engaging at least 2 target audiences.	Did not meet the goal. Only one public involvement opportunity was facilitated. The city promoted on their Facebook page a household hazardous waste collection event hosted by Williamson County in which the City of Hutto is located. The event was opened to all Williamson County residents and took place on September 24, 2022. The event targeted residential households.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1	Provide one opportunity for the public to provide feedback on the SWMP during the permit term.	Met goal. The City of Hutto published a notice of application and preliminary decision for the MS4 renewal application on September 21, 2022, in The Taylor Press newspaper giving the public an opportunity to comment on the SWMP.
2	Map 100% of the City's new stormwater outfalls discharging to Waters of the U.S. within 12 months of identification or notification of installation.	Did not meet the goal. The most current MS4 system map is from 2020. There has been new development since then which means there have been new stormwater sewers, inlets, and outfalls installed that have not been accounted for on the map.
2	Respond to 100% notifications of spills and illicit discharges. Conduct inspections within 2 business days or within 24 hours if an immediate threat.	Did not meet the goal. The city did not have records to support that notifications of spills and illicit discharges were responded to within 2 business days or within 24-hours if there was an immediate threat to human health and the environment.
2	Notify TCEQ of 100% of spills and illicit discharges believed to be an immediate threat to human health and the environment.	Met goal. There were no known spills or illicit discharges except one wastewater bypass, believed to be an immediate threat to human health or the environment, reported to the TCEQ.
2	Maintain one inventory of 100% of known OSSFs within the MS4.	Met goal. The city doesn't permit the installation of OSSFs inside the city limits so there is no known OSSF inventory.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
2	Refer reports of failing OSSFs	Met goal. There were no failed OSSF reports referred to Williamson County because the city doesn't permit OSSFs in the city limits.
2	Request an OSSF inspection	Met goal. There were no requests for an OSSF inspection from Williamson County because the city doesn't permit OSSFs in the city limits.
3 and 4	Review 100% of engineering and construction plans of site development and redevelopment projects. Maintain one copy of final plan review for 100% of approved construction plans.	<p>Met goal. The city reviewed 100% of construction and engineering plans in 2022. Based on available information, the following permits were issued as the result of plan reviews:</p> <ul style="list-style-type: none"> 5 - commercial permits for sites > 1 acre; 21 - site plan permits; 14 - multifamily permits for sites > 1 acre; and 709 - single-family residential permits were issued. <p>The 709 single-family homes or lots were in one of 10 residential subdivisions. Collectively, there were 10 homebuilders constructing single-family homes.</p>
2 & 3	Conduct at least one site inspection of 100% identified active priority construction sites. Maintain one copy of each completed site inspection report.	Did not meet the goal. In practice, the city routinely conducts construction site inspections to determine compliance with various city ordinances and with the unified development code which includes erosion and sediment control installation and maintenance requirements. However, poor recordkeeping or tracking of inspections does not support the measurable goal being met.
2 & 3	Conduct follow-up action (inspection and/or enforcement) for 100% of sites within 10 business days of observing violation.	Did not meet the goal. In practice the city routinely conducts construction site inspections to determine compliance with various city ordinances and with the unified development code which includes erosion and sediment control installation and maintenance requirements. However, poor recordkeeping or tracking of inspections does not support the measurable goal being met.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
4	Inspect 100% of City-owned priority water quality structural controls by end of permit term.	Ongoing. The city has until the end of the permit term to inspect a 100% of city owned water quality structural controls. There are a total of 11 detention ponds.
4	Record 100% of maintenance agreements for new privately-owned post-construction BMPs prior to final acceptance	Did not meet the goal. The city did not implement requirements for requiring deed-recorded maintenance plans for privately-owned post-construction BMPs.
4	Document enforcement action for post-construction requirements at privately owned-post construction BMPs	Did not meet the goal. The city did not conduct any inspections of privately-owned post-construction BMPs. The city did not require the owner or operator of privately-owned post-construction BMPs to document maintenance performed and retain records for review by the city. Therefore, the city could not identify non-compliance issues and take appropriate enforcement action against privately-owned post-construction BMPs.
2 and 5	Update the inventory of city-owned facilities and structural controls	Ongoing. The inventory of city-owned facilities and activities is continuously updated.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
5	Utilize standard contract language requiring compliance with City stormwater pollution prevention measures, good housekeeping practices, and facility specific stormwater management operating procedures on 100% of new or renewed service agreements with contractors hired to perform maintenance activities with the potential to impact stormwater quality.	Met goal. Mowing contracts for the Parks and Recreation Department and the Streets and Drainage Department within Public Works contain language regarding trash, litter, and debris removal; preventing a discharge of grass clippings and removal of grass clippings; and pest control and herbicide use. The contract language also states the city has the right to inspect and audit the contractor and there are recordkeeping requirements for the contractor.
5	Investigate reports concerning contracted maintenance activities within 2 business days of receipt of report and maintain one copy of inspection report and follow-up actions.	Met goal. There were no complaints or concerns received against contractors performing maintenance activities of municipal facilities.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
5	Continue to perform existing operations and maintenance activities according to established procedures to reduce discharge of pollutants from the activities.	Did not meet the goal. Pollution prevention measures exist for some municipal operations/activities, but not all. There is no standard inspection checklist. There is no visual inspection of pollution prevention measures.
5	Implement a set of pollution prevention measures for any newly identified operations and maintenance activities within 12 months of identifying activity.	Met goal. There were no newly identified operations and maintenance activities.
5	Inspect 100% of pollution prevention measures at City-owned facilities according to procedures by the end of the permit term.	Ongoing. The city has until the end of the permit term to inspect 100% of pollution prevention measures at city-owned facilities by the end of the permit term.
5	Maintain one completed inspection checklist for each facility.	Ongoing. The city has until the end of the permit term to conduct pollution prevention inspections at city-owned facilities and to maintain an inspection checklist for each facility.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
5	Annually, maintain one copy of waste disposal documentation including estimated amount of waste material disposed of.	Met goal. The city contracts with AI Clawson Disposal, Inc. to collect residential trash. Invoices are available. Solid waste generated from municipal operations is collected and disposed of properly by different vendors. Invoices are available.
2, 3, and 5	At least once annually, provide general awareness-level training for pollution prevention and good housekeeping to staff.	Did not meet the goal. Either staff did not take training or there was poor recordkeeping to demonstrate that training occurred. Lastly, some staff took an online MS4 class for which a 5-year certificate was issued which does not meet the measurable goal for annual training.
2, 3, and 5	Provide job specific stormwater quality and pollution prevention training to 100% of staff responsible for performing those activities in advance of conducting unsupervised responsibilities.	Did not meet the goal. Either staff did not take training or there was poor recordkeeping to demonstrate that training occurred. Lastly, some staff took an online MS4 class for which a 5-year certificate was issued which does not meet the measurable goal for annual training.

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
2, 3, and 5	Provide job specific stormwater quality and pollution prevention training to 100% of staff responsible for performing those activities within 12 months of date of hire or transfer to new role.	Did not meet the goal. Either staff did not take training or there was poor recordkeeping to demonstrate that training occurred. Lastly, some staff took an online MS4 class for which a 5-year certificate was issued which does not meet the measurable goal for annual training.
2,3, and 5	Maintain one copy of training documentation by December of each year.	Did not meet the goal. Not all staff whose jobs are related to stormwater quality and pollution prevention were trained or records could not be located to support training of staff.
2, 3, and 4	Document any changes to existing City ordinances to comply with illicit discharge prohibition, construction site stormwater runoff control, and post-construction permit requirements	Met goal. There were no changes made to the existing stormwater quality ordinance.

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.?

Many of the activities that could be used to assess the success of the SWMP are not required at this time for the City of Hutto or by a Level 2 MS4. Additionally, these

activities were not identified as a BMP in the SWMP. Such activities include sampling and dry weather screening, or wet weather monitoring. The city doesn't have a street sweeping program or a preventive maintenance program for both sanitary and storm sewers.

Information used to assess the success of the SWMP were procedures, inspection records, social media posts, and accessible information posted on the city website.

As of 02/21/2023, a new position, Regulatory Compliance Manager, was created by the City of Hutto. This is a dedicated position whose primary job function is to develop and implement the city's SWMP. This is the first time ever the city created such a position. This person will address measurable goals that were not met, improve procedures, training, and documentation and recordkeeping. This will allow for a better assessment of the success of the SWMP.

Over time, more measurable BMPs will be introduced into the stormwater management program.

D. Impaired Waterbodies

1. Identify whether impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly identified impaired waters below by including the name of the water body and the cause of impairment.

There was no newly identified impaired water within the permitted area added to the 2022 Texas Integrated Report of Surface Water Quality for Clean Water Act Sections 305(b) and 303(d).

2. If applicable, explain below any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern.

Brushy Creek, segment 1244 of the Brazos River Basin, is identified on the 303(d) list as an impaired water body for bacteria. There is no approved TMDL for Brushy Creek; therefore, benchmark identification and assessment are not required, and no sampling is conducted by the city. However, the MS4 identified the following BMPs to address bacteria:

BMP 1: Distribute Educational Material

The MS4 distributes educational material about (1) human activity that can impact sanitary sewer lines causing a wastewater bypass and exposing bacteria to stormwater runoff; (2) nonpoint sources of bacteria such as pet waste; and (3) septic systems.

BMP 2: Stormwater Reporting by the Public

The MS4 encourages the public to report water quality or stormwater concerns via an advertised city phone number on the stormwater webpage or online through the Citizen Request Tracker®.

BMP 5: Illicit Discharge and Spill Inspection, Investigation, and Response

Upon discovery or notification of an illicit discharge or spill, the city will respond, investigate, and track the source. Additionally, the city or the responsible party will take necessary steps to contain a spill, cease an illicit discharge, and clean-up the discharge or spill. Documentation and recordkeeping need improvement.

There is no preventative inspection and maintenance program for the sanitary sewer system. Repairs and maintenance are performed as needed. Work orders are available.

BMP 6: OSSF Procedures

The city doesn't permit the installation of OSSFs or septic systems inside the MS4 thus eliminating a potential source of bacteria.

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

The MS4 doesn't discharge to an impaired water body with an approved TMDL.

4. Report the benchmark identified by the MS4 and assessment activities:

The MS4 doesn't discharge to an impaired water body with an approved TMDL; therefore, benchmark identification and assessment is not required.

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
N/A	N/A	N/A	N/A

5. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark:

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
N/A	N/A	N/A

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

Description of bacteria-focused BMP	Comments/Discussion
Distribute Educational Material	<p>During National Public Works Week from May 15-21, 2022, the city featured the Public Works Department staff, their duties, and how the public's behavior influences infrastructure, their job, and the environment on 3-Facebook posts, 1-News Flash on the city's website, and 1- Hey Hutto article. The posts discussed how improper material such as kitchen grease, paint, cleaners, and fertilizers, and material other than bodily waste and toilet paper can clog sanitary sewer lines which can lead to a sanitary sewer overflow exposing bacteria to stormwater runoff. Steps were outlined that the public could take to minimize negative impact to the sanitary sewer.</p> <p>The city maintains a dedicated stormwater management webpage that educates the public on the following sources of bacteria: septic systems, animal waste disposal, and first flush runoff after a storm event. The city also has a flyer about pet and lawn waste posted on their website.</p> <p>On March 24, 2022, the city's Parks and Recreation department advertised on Facebook the installation of new pet waste stations encouraging the public to properly dispose of pet waste. Four new pet waste stations were installed in 2022 for a total of 11 stations in city parks.</p>

Description of bacteria-focused BMP	Comments/Discussion
Stormwater Reporting by Public	The city publicizes a contact phone number on the stormwater webpage for citizens to make a complaint or report a concern. Citizens can also submit their concern via the online Citizen Request Tracker®.
Illicit Discharge and Spill Inspection, Investigation, and Response	One wastewater bypass was reported to the TCEQ. There were no known spills or illicit discharges, believed to be an immediate threat to human health or the environment, reported to the TCEQ. Documentation and recordkeeping for spills and illicit discharges that posed no immediate threat need improvement.
On-Site Sewage Disposal System Procedures	The city doesn't permit OSSFs within the city limits.

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
N/A (no approved TMDL)	N/A

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	Distribute Educational Material	Develop and distribute 3 stormwater pollution prevention topics; distribute material using at least 3 methods; reach at least two target audiences; and post 2 topics related to bacteria impaired water bodies	Continue from Year 1.
1, 2, and 3	Stormwater Reporting by Public	Maintain at least 1 mechanism for public input; make accessible 95% of the time; and respond to notifications within 2 business days or within 24 hours if there's an immediate threat to human health or the environment	Continue from Year 1. Improve the stormwater webpage to make contact information more visible. Create a city stormwater email address. If feasible, add a stormwater specific reporting form to Citizen Request Tracker®.
1	Public Involvement Opportunities	Provide at least 4 public involvement opportunities targeting 2 audiences	Continue from Year 1. Improve number of opportunities for public involvement.
2 and 5	Storm Sewer System Map and Facility Inventory	Update the MS4 System Map and City-owned facilities' inventory	Continue from Year 4. Update the existing 2020 map.

MCM(s)	BMP	Stormwater Activity	Description/Comments
2	Illicit Discharge and Spill Inspection, Investigation, and Response	Respond to 100% of spills and illicit discharges within 2 business days of receiving notification or within 24 hours if there's an immediate threat to human health or the environment. Notify TCEQ of 100% spills and illicit discharges believed to be an immediate threat to human health and the environment	Continue from Year 1. Improve documentation and recordkeeping.
2	OSSF Procedures	Maintain an inventory of known OSSFs within the MS4	Continue from Year 4.
3 and 4	Plan Review	Review 100% of construction and post-construction plans and maintain final plan review documentation	Continue from Year 1.
2 and 3	Construction Site Inspection and Enforcement	Conduct at least one site inspection of 100% of identified active priority construction sites; maintain inspection reports; conduct follow-up actions for 100% sites with violations	Continue from Year 1. Improve documentation and recordkeeping.

MCM(s)	BMP	Stormwater Activity	Description/Comments
4	Structural Control Maintenance, Inspection, and Enforcement	<p>Conduct inspections of city-owned priority water quality structural controls</p> <p>Record 100% of maintenance agreements for new privately-owned post-construction BMPs</p>	<p>Continue from Year 3. Complete the inspections of city owned water quality structural controls and document the inspections.</p> <p>Review existing city processes, ordinances, and the unified development code (UDC) for requirements related to maintenance agreements of privately owned post-construction BMPs. If there are no existing requirements, then initiate modifications to existing ordinances and the UDC or develop a new ordinance if necessary. Update plan review checklists if necessary.</p>
5	Maintenance Contractor Oversight	Utilize standard contractual language requiring compliance with city stormwater pollution measures, good housekeeping practices on 100% of new or renewed service agreements; Investigate stormwater quality concerns regarding contractor maintenance activities	Continue from Year 1.
5	Municipal Operations and Maintenance Activity	Perform existing operations and maintenance activities according to established procedures. Implement a set of pollution prevention measures for newly identified operations and maintenance activities	Continue from Year 3. Review procedures and/or processes with the responsible city department and make updates as necessary or create new procedures as necessary.

MCM(s)	BMP	Stormwater Activity	Description/Comments
5	Municipal Operation Inspection Program and Procedures	Conduct visual inspection of pollution prevention measures at 100% city-owned facilities according to written procedures and maintain one inspection checklist.	Continue from Year 4. Complete visual inspection of municipal facilities and document findings.
5	Disposal of Collected Waste	Maintain waste disposal documentation and estimated amount of waste material disposed of from municipal operations	Continue from Year 1. Improve recordkeeping for documenting the disposal of waste generated at the Public Works Yard.
2, 3, and 5	Staff Training	Annually provide: General Awareness-level training for pollution prevention and good housekeeping. Job-specific stormwater quality and pollution prevention training to 100% of staff; and maintain training documentation	Continue from Year 1. Assess which staff needs annual training and what type of training. Where training is lacking, either have staff attend training from a third party or create in-house training. Document attendance and material presented.
2, 3, and 4	Stormwater Quality Ordinances	Document changes to existing ordinance	Continue from Year 1. Review existing ordinances to determine if updates are needed; especially, related to post-construction MS4 permit requirements.

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

A NOC is not required because the SWMP has not been approved (Part II Section E6 – SWMP Updates). However, proposed changes to the SWMP implementation schedule were emailed to the TCEQ Stormwater Permitting team on March 30, 2023.

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)
MCM 4: Post Construction Stormwater Management	BMP 9: Structural Control Maintenance, Inspection, and Enforcement	Amend the implementation schedule for privately-owned structural controls for Years 1-4 to Year 5.
MCM 5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 11: Municipal Operations and Maintenance Activity	Amend the implementation schedule for Years 1-2 to Year 5 related to the identification of pollutants of concerns for each municipal activity.
MCM 5: Pollution Prevention and Good Housekeeping for Municipal Operations	BMP 12: Municipal Operations Inspection Program and Procedures	Amend the implementation schedule for Years 1-3 to Year 5 related to visual inspections of municipal operations.

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.).

Not Applicable.

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)
N/A	N/A	N/A	N/A

H. Additional Information

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

Yes No

If "Yes," provide the name(s) of other entities and an explanation of their responsibilities (add more spaces or pages if needed).

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

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

Yes No

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

Yes No

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

Authorization Number: _____ Permittee: _____

Authorization Number: _____ Permittee: _____

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

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):

A search of the TCEQ Water Quality General Permits Database showed there were 13 active permits for large construction activities (> 5 acres of disturbed land or part of a larger common plan of development) within the city's MS4 in calendar year 2022 and 10 approved applications for large construction activities within the city's MS4 in calendar year 2022.

Small construction activities are not identified in the TCEQ Water Quality General Permits Database because a Notice of Intent is not required to be submitted. Authorization is by site notice.

The number of large and small construction site notices submitted by construction site operators to the MS4 could not be determined because of insufficient recordkeeping.

- 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:


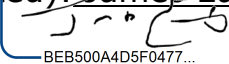
The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	N/A

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):  James Earp Title: City Manager
Signature:  Date: 3/29/2023

Name of MS4 City of Hutto

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.