

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040483

Reporting Year: 5

Annual Reporting Year Option Selected by MS4:

Calendar Year: n/a Permit Year: n/a Fiscal Year: X Last day of fiscal year: September 30th

Reporting period beginning date: (month/date/year) October 1, 2022

Reporting period end date: (month/date/year) September 30, 2023

MS4 Operator Level: 1 Name of MS4: City of Fair Oaks Ranch

Contact Name: Kelsey Delgado Telephone Number: (210) 698-0900

Mailing Address: 7286 Dietz Elkhorn, Fair Oaks Ranch, TX 78015

E-mail Address: kdelgado@fairoaksranchtx.org

A copy of the annual report was submitted to the TCEQ Region: Yes X No

Region the annual report was submitted to: TCEQ Region 13 – San Antonio

B. Status of Compliance with the MS4 General Permit and SWMP

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

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		TCEQ has approved the City's NOI renewal.
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		Yes. Records of program implementation have been maintained in addition to site inspections, and monitoring data.

Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		Yes. All eligibility requirements have been met.
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report.	X		Yes. An annual review of SWMP was conducted during the preparation of this MS4 Annual Report.

2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below to meet this requirement:

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes / No and Explain)
1 – Public Education, Outreach and Involvement	1-1: Distribution of Educational Material to Utility Customers 1-2: Creation of a Stormwater Webpage 1-3: Posting of SWMP and Annual Report on City Website	Yes. Bill inserts and the webpage educate residents on stormwater issues and/or current and upcoming changes to MS4 and stormwater policy.
1 – Public Education, Outreach and Involvement	1-6: Education of the Development and Construction Community	Yes. Educates the development community on BMPs for stormwater management.
1 – Public Education, Outreach and Involvement	1-7: Inspection Personnel Training	Yes. Provides inspection personnel with the knowledge to assess stormwater issues and cite violations (if needed).
1 – Public Education, Outreach and Involvement	1-8: Bulk and Brush Pickup Services for Fair Oaks Ranch Residents	Yes. Provides residents with two separate opportunities to remove debris that might otherwise end up in storm channels.
1 – Public Education, Outreach and Involvement	1-9: Household Hazardous Waste Event for Fair Oaks Ranch Residents	Yes. Provides residents an annual opportunity to remove hazardous waste in a safe and responsible manner.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes / No and Explain)
1 – Public Education, Outreach and Involvement	1-10: Community Hotline for General Stormwater Complaints	Yes. Allows community members to ask questions and voice concerns regarding stormwater issues.
2 – Illicit Discharge Detection and Elimination	2-1: Illicit Discharge Prohibition Ordinance	Yes. Prohibits illicit discharges and allows enforcement of those provisions.
2 – Illicit Discharge Detection and Elimination	2-2: Inspection of Regulated Outfalls	Yes. Improves the rate of illicit discharge detection through the inspection of regulated outfalls.
2 – Illicit Discharge Detection and Elimination	2-4: Grease Trap Inspections on New Construction Projects	Yes. Inspection of grease traps helps to prevent possible sanitary sewer overflows from occurring within the MS4.
2 – Illicit Discharge Detection and Elimination	2-5: Employee Training on Illicit Discharge Detection	Yes. Training helps educate employees on how to handle and/or report illicit discharge events.
3 – Construction Site Stormwater Runoff Control	3-1: Standards and Requirements for Erosion and Sediment Controls	Yes. The Unified Development Code and City Ordinance Article 1.11 Stormwater Pollution Prevention addresses stormwater quality from the very start of development and prohibits illicit discharges throughout the MS4.
3 – Construction Site Stormwater Runoff Control	3-2: Site Plan Reviews	Yes. Plans are reviewed to ensure appropriate SWPPP requirements are met.
3 – Construction Site Stormwater Runoff Control	3-3: Pre-Construction Meetings	Yes. Pre-construction meetings allow staff to confirm that site SWPPP is being followed before construction begins.
3 – Construction Site Stormwater Runoff Control	3-4: Monthly Site Inspections	Yes. Inspections are performed on a monthly basis to confirm that site plans are being followed and controls are in proper working order.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes / No and Explain)
4 – Post Construction Stormwater Management	4-1: Engineering Design Review	Yes. Designs are reviewed for appropriate drainage.
4 – Post Construction Stormwater Management	4-1: Assessment of Proposed Zoning Changes	Yes. Reviewing all proposed zoning changes helps ensure stormwater discharge is not negatively impacted.
4 – Post Construction Stormwater Management	4-4: Inventory of Detention Ponds	Yes. A complete inventory of detention ponds and drainage facilities allows the City to contact owners/operators regarding necessary improvements and/or upkeep.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-1: Inventory and Routine Maintenance of City Vehicles and Equipment	Yes. Routine maintenance allows for prompt leak detection.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-2: Spill Containment	Yes. Keeping spill kits on hand allows for prompt attention and remediation of a variety of day-to-day spills and leaks.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-3: Maintenance of City ROW	Yes. Routine maintenance of the City ROW allows for an immediate reduction of trash and debris.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-4: Street Sweeping and Road Maintenance	Yes. Street sweeping allows for an immediate reduction of sediment and other debris.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-5: Employee Education on Pollution Prevention and Good Housekeeping	Yes. Training on good housekeeping practices helps prevent spills and leaks from day-to-day activities.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-6: Community Education on Non-Point Sources of Bacteria	Yes. Educates residents on the possibility of pollution or contamination via non-point sources.
5 – Pollution Prevention and Good Housekeeping of Municipal Operations	5-8: Wildlife Management Ordinance	Yes. The ‘No Feed’ Ordinance may allow for an indirect reduction of bacteria.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the maximum extent possible. 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:

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes / No and Explain)
1	1-1	Utility Bill Inserts	3,239	Inserts (November 2022)	No – However, public education can change behavior which may lead to a reduction in pollutants overall.
			3,241	Inserts (June 2023)	
			3,265	Inserts (September 2023)	
1	1-8	Brush and Bulk Pickup	3	Events	Yes – Brush and large bulk items are collected instead of tracked into the MS4 system. Also, it decreases the chance of illegal dumping.
			450	Tons	
			42,785	Cubic Yards (in addition to tons)	
1	1-9	Household Hazardous Waste Collection	227	Participants	Yes – Hazardous waste is collected instead of tracked into the MS4 system. Also, it decreases the chance of illegal dumping.
			21,512	lbs.	
1	1-10	Community Hotline	10	Phone Calls	Yes – City staff takes immediate action in resolving all complaints.
			2	Complaints	
2	2-2	MS4 Outfalls	8	Outfall Inspections	Yes – Allows inspection personnel to locate illicit discharges and take the necessary corrective action.
2	2-4	Grease Trap Inspections	0	Grease Traps	No – However, the presence of a suitably sized and correctly installed grease trap allows for a decreased chance of possible SSOs.
3	3-2	Site Plan Review	12	Plans Reviewed	No – Plans are reviewed as a protective measure.

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes / No and Explain)
3	3-3	Pre-Con Meetings	8	Meetings	No – Pre-construction meetings are a preventative measure.
3	3-4	Site Inspections	11	Active Sites	Yes – Site inspections ensures that sediment and erosion controls are properly installed and prevent sediment from leaving the site.
4	4-1	Engineering Design Review	12	Plans Reviewed	No – Plans are reviewed as a protective measure.
4	4-2	Proposed Zoning Changes	1	Proposals	No – Proposals are reviewed as part of standard procedure.
4	4-3	Open Space Dedication	12	Plans Reviewed	No – Plans are reviewed as part of standard procedure.
5	5-1	City Vehicle / Equipment Maintenance	700	Maintenance Checks	No – Maintenance checks are in place to prevent pollutants from entering MS4 surface waters.
5	5-3	Maintenance of City ROW	52	Events	Yes – Litter and debris is removed from the collection system and sediment is also removed from culverts as part of the ROW maintenance.
5	5-4	Street Sweeping	30	Completed Cycles	Yes – Street sweeping removes sediment and other debris.

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals:

MCM(s)	Measurable Goal	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1 / 5	Distribute utility bill inserts with applicable stormwater info.	Met Goal – Distributed 3,239 flyers in November 2022 (Fats, Oils, Grease); 3,241 flyers in June 2023 (Keep Fair Oaks Water Clean – Pet Waste); and 3,265 flyers in September 2023 (Don't Blow it. Bin it. Bag it).
1	Post FY 22-23 Annual report on city website no later than thirty (30) days after submission.	Met Goal – The Annual Report has been posted to the City website.
1	Post SWMP on City website no later than thirty (30) days after the approval date.	Met Goal – The SWMP has been posted to the City website.
1	Provide bulk and brush pickup services twice per fiscal year.	Met Goal – The City continued with its scheduled biannual bulk pickup events (January 2023 and August/September 2023) and collected a total of 450 tons of brush and bulk trash. An additional brush pickup occurred in March/April 2023 to help with ice storm cleanup. The total collected from this one-time event was 42,785.65 cubic yards of brush.
1	Provide a household hazardous waste event once per fiscal year.	Met Goal – The City continued with the annual Household Hazardous Waste Event on September 23, 2023 and collected a total of 21,512 lbs. of household hazardous waste from approximately 227 participants.
1	Respond to 100% of general stormwater complaints.	Met Goal – During the reporting period, the City received and responded to ten (10) general inquiry calls and two (2) complaints regarding stormwater quality.
2	Inspect 20% of regulated outfalls during the fiscal year.	Met Goal – The City inspected eight (8) outfalls (20%) on Cibolo and Post Oak Creek during dry weather conditions to screen for illicit discharges. There is a total of 40 outfalls within the MS4 area.

MCM(s)	Measurable Goal	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
2	Conduct grease trap inspections on all new construction projects that are tied into the sanitary sewer system.	N/A – During the reporting period, no new grease traps were installed.
2	Provide one (1) training opportunity for new or existing personnel that may be involved with the detection and identification of illicit discharges.	Goal Met – Staff attended an in-person conference on sediment and erosion control. Additionally, they attended training and became a certified sediment and erosion control inspector.
3	Conduct plan reviews in compliance with permit requirements, including Edwards Aquifer Rules (30 TAC Chapter 213), as the City receives them.	Met Goal – During the reporting period, twelve (12) site plans were reviewed to ensure stormwater management plans complied with permit requirements.
3	Conduct on-site pre-construction meetings for all new development projects.	Met Goal – During the reporting period, eight (8) pre-construction meetings were completed to confirm that each site followed their stormwater pollution prevention plan.
3	Conduct inspections for all active construction sites once per month until final stabilization is met.	Met Goal – During the reporting period, monthly inspections were completed for eleven (11) active construction sites undergoing residential or commercial development.
4	Continue existing design review process of all planned construction projects at least one acre in size.	Met Goal – During the reporting period, the City reviewed twelve (12) site plans to ensure the projects met stormwater quality protection requirements.

MCM(s)	Measurable Goal	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
4	Assess 100% of proposed zoning changes in relation to the City's land use plan.	Met Goal – During the reporting period, one (1) zoning change applications were received.
4	Continue existing review process for open space dedication requirements for all new residential developments.	Met Goal – During the reporting period, twelve (12) residential development plans were reviewed for open space dedication.
5	Conduct monthly inspections of City-owned vehicles and equipment to check for fluids.	Met Goal – During the reporting period, the Maintenance Department completed 700 maintenance checks (i.e. City-owned vehicles, equipment, and pumps/lift station equipment).
5	Monitor City ROW for litter, debris, and other waste.	Met Goal – City maintenance workers cleared litter and miscellaneous debris from the city right-of-way on 52 separate occasions (weekly) during the reporting period.
5	Complete street sweeping cycle of City-owned, curbed streets once per month.	Exceeded Goal – City maintenance workers were able to complete 30 full cycles of sweeping.
5	Continue enforcement of the City's Wildlife Management 'No Feed' Ordinance.	Met Goal – The City continued to enforce the "No Feed" ordinance as it has done so in the past.
3-5	Continue enforcement of the City's Storm Water Pollution Prevention Ordinance.	Goal Met – The City continued to enforce the Stormwater Pollution Prevention Ordinance as it has done since its adoption in January 2022.

C. Stormwater Data Summary

Provide a summary of all information used, including any lab results (if sampling was conducted) to assess the success of the SWMP at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.

The City of Fair Oaks Ranch ("The City"), during the reporting period of October 1, 2022 to September 30, 2023 aimed to reduce the discharge of pollutants by way of routine maintenance, inspections and community outreach/events.

Routine maintenance is key in allowing the MS4 to stay productive in day-to-day operations. The City's maintenance staff completed a weekly cycle of trash pickup within the right-of-way which removed approximately 120 13-gallon bags of trash and debris from the collection system. Staff also completed 700 maintenance checks for fluid leaks on city vehicles and equipment during the reporting period.

Community events continue to be a success for the City's MS4. The City held its bi-annual brush and bulk trash pickup with Republic Services – January 2023 and August 2023. A total of 450 tons of brush and bulk trash was collected. An additional brush pickup service was scheduled in March 2023 with a third party to help with ice storm cleanup. This one-time event collected 42,785.65 cubic yards of brush. The City also held its annual Household Hazardous Waste Collection Event at Cibolo Creek Community Church on September 23, 2023 and collected a total of 21,512 lbs. from 227 participants.

Inspections included the inspection of outfalls directly feeding into surface water within the MS4 (illicit discharge detection), general stormwater inspections for all active development sites, and complaint-driven inspections.

After reviewing this past fiscal year, the City will continue to develop BMPs and measurable goals that best suit the system.

D. Impaired Waterbodies

1. Identify whether an impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly-identified impaired waters below by including the name of the water body and the cause of impairment. **None**
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.

Activities include distributing 3,239 flyers to utility customers regarding pet waste and its effects on bacteria presence in surface water (creeks); distributing 3,241 flyers to utility customers regarding the management of yard waste and its effect on the stormwater system; and continuing enforcement of a "No Feed" Ordinance within city limits.

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

Targeted Controls were not implemented during this reporting year.

- Report the benchmark identified by the MS4 and assessment activities:

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of Additional Sampling or Other Assessment Activities	Year(s) Conducted
Bacteria	126 per 100mL	None	N/A
Dissolved Oxygen	5.0 mg/L	None	N/A
Chloride	N/A	None	N/A

- 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
Bacteria	Community Education on Non-point Sources of Bacteria	Educate residents on the possibility of pollution or contamination via regular day-to-day non-point sources.
Bacteria	Wildlife Management Ordinance	Continued enforcement of the City's 'No Feed' Ordinance.

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

Description of bacteria-focused BMP	Comments / Discussion
Distribute one (1) educational flyer targeting pet waste management to all utility customers.	The City distributed 3,241 flyers to utility customers.
Continue enforcement of the City's Wildlife Management Ordinance which states that 'no person shall purposely feed or provide feed' to wild deer.	The City continued to enforce the "No Feed" ordinance as it has done so in the past. During the reporting period, there were no instances of enforcement.

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
Increase in illegal discharge detection through dry screening	During the reporting period, 8 MS4 outfalls (20%) were inspected for the detection of illicit discharges. Though no illicit discharges were found, inspections allow for quicker detection and corrective action/remediation.
Increase in illegal dumping reporting	During the reporting period, the City received 47 reports of illegal dumping from residents and contractors – an increase from the previous reporting period.
Limited number of sanitary sewer overflows (SSOs)	During the reporting period, the City did not have a sanitary sewer overflow – consistent with the previous reporting period.

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	Best Management Practices	Stormwater Activity	Description/Comments
1	1-1/1-5: Distribution of Educational Material to Utility Customers and Local Businesses	Distribution of stormwater information to all utility customers.	Mailout of Holiday FOG insert and advice/tips to minimize stormwater pollution.
1	1-3: Posting of SWMP and Annual Report on City Website	Post SWMP on City website, as well as previous report from the remainder of the last fiscal year.	Complete both action items no later than 30 days after the approval date / due date.
1	1-4: Public Education, Outreach, and Involvement	Present/publish an overview of MS4 Permit requirements.	Complete by updating the City's Stormwater webpage and/or a presentation during a City Council Meeting.
1	1-6: Education of the Development Community	Distribute brochure and poster to developers and contractors.	Distribute information packets to the construction community upon new contractor registration and pre-construction meetings.
1	1-8: Bulk and Brush Pickup Services for Fair Oaks Ranch Residents	Promote brush and bulk pickup events to residents.	Continue brush and bulk waste pickup events on a biannual basis, and promote events using City News Flash and flyers.
1	1-9: Household Hazardous Waste Event for Fair Oaks Ranch Residents	Promote hazardous waste collection event to residents.	Continue hazardous waste collection event, and promote event using City News Flash / Facebook and flyers.

MCM(s)	Best Management Practices	Stormwater Activity	Description/Comments
2	2-2: Inspection of Regulated Outfalls	Inspect 20% (8) of regulated outfalls during the fiscal year.	Outfall inspections take place during dry weather conditions to screen for illicit discharges.
2	2-3: Illicit Discharge Reporting	Publish illicit discharge report on the City's stormwater webpage.	Illicit discharge report will include location, type/color of discharge, weather condition at the of identification, etc.
2	2-4: Grease Trap Inspections on New Construction Projects	Conduct inspections for all new grease traps that are tied into the City sewer system.	Based on the number of new construction projects only. Continue to oversee participants of FOG Management Program.
3	3-2 / 3-3: Site Plan Reviews and Pre-Construction Meetings	Continue site plan reviews.	Review process to evaluate stormwater management items.
3	3-4: Monthly Site Inspections	Continue monthly inspections for all active sites.	Inspections will continue until final stabilization is met to protect stormwater quality.
4	4-1: Engineering Design Review	Continue existing design review process.	Continue the review process to evaluate post-construction stormwater controls.
4	4-4: Inventory of Detention Ponds	Maintain inventory of all detention ponds within MS4.	Inventory will include location and owner contact information.
5	5-6: Community Education on Non-Point Sources of Bacteria	Distribute one (1) flyer to all utility customers.	Flyer will target pet waste management.
5	5-9: Community Education on Non-point Sources of Dissolved Oxygen	Distribute one (1) flyer to all utility customers.	Flyer will target composting and management of grass clippings and yard waste.

F. SWMP Modifications

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

☒ Yes ☐ No

2. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.

☐ Yes ☒ No

If "Yes," report on changes made to measurable goals and BMPs:

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
n/a	n/a	n/a

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.). **n/a**

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	Status/Completion Date
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: **n/a**

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): **n/a**

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): 6

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	N/A
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): Scott Huizenga

Title: City Manager

Signature: 

Date: 12-15-2023

Name of MS4: City of Fair Oaks Ranch

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.