



April 20, 2021

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 Brushy Creek Municipal Utility District  
TPDES Authorization: TXR040049

Dear Ms. Villalba:

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 TXR040049 for Brushy Creek Municipal Utility District.

The annual report is for Year 2. The reporting period's beginning January 24, 2020 and ending January 23, 2021.

A separate Notice of Change has not been submitted based on the fact that changes have not been proposed for the next permit year.

As required by the general permit, a copy of the report has been mailed to the TCEQ's Region 11 office in Austin, Texas.

Sincerely,

A handwritten signature in black ink, appearing to read "Joey Miller", with a long horizontal flourish extending to the right.

Joey Miller  
Utility Systems Coordinator

## Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

### A. General Information

Authorization Number: TXR040049

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

Annual Reporting Year Option Selected by MS4:

Calendar Year: \_\_\_\_\_

Permit Year: X

Fiscal Year: \_\_\_\_\_ Last day of fiscal year: (\_\_\_\_\_)

Reporting period beginning date: January 24, 2020

Reporting period end date: January 23, 2021

MS4 Operator Level: 2 Name of MS4: Brushy Creek Municipal Utility District

Contact Name: Joey Miller Telephone Number: (512) 255-7871 x408

Mailing Address: 16318 Great Oaks Drive, Round Rock Tx. 78681

E-mail Address: j.miller@bcmud.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 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**):

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)</b>
1: Public Education and Outreach	1.1 Stormwater Website 1.2 Flyers, Brochures 1.3 Newsletter 1.4 Environmentally Friendly Gardening Education 1.5 Classroom Education on Stormwater 1.6 UIAC Committee 1.7 Storm Drain Stenciling 1.8 Stream Clean-up	<p>Yes. These BMPs give the residents information on different avenues to use to reduce the discharge of pollutants in stormwater through the District's stormwater website, handouts, newsletters, and classes. The District has adopted and follows a water conservation and drought contingency plan and has made water conservation and drought related information available to our residents on the District's website. There are several public involvement activities in the District including monthly gardening classes that teach the use of organics and proper gardening techniques. The Utility Infrastructure Advisory Committee (UIAC), comprised of Board appointed residents, provides guidance on all matters related to infrastructure including stormwater management activities. In addition, Keep Brushy Creek Beautiful program has periodic community cleanups which are held along Brushy Creek.</p>

<b>2: Illicit Discharge Detection and Elimination</b>	<b>2.1 Legal Authority</b> <b>2.2 Stormwater System Map</b> <b>2.3 Education and Training</b> <b>2.4 Reporting of Illicit discharges</b> <b>2.5 Response to Illicit discharges</b> <b>2.6 Source Investigation and Elimination</b> <b>2.7 Inspections</b> <b>2.8 Sanitary Sewer Leak Elimination</b>	<p>Yes. The District films 20% of its sanitary sewer line on an annual basis. This video is then reviewed by an engineer. This reviewing process determines if there are issues within the filmed system that need to be addressed. These issues are addressed through repair, cleaning of lines, and/or refilming. Repairs are refilmed and given to the engineer to certify. The engineer issues a letter of certification to indicate that the system has been filmed and all issues were addressed and corrected.</p> <p>The District developed and maintains a stormwater system map.</p> <p>Steps were undertaken to manage the District's assets through an assessment by an engineering firm of all water sewer, and stormwater infrastructure and a review of current maintenance practices. The asset management plan was completed in May 2020 and this will ensure that timely investments are made, and catastrophic issues avoided.</p> <p>The District's illicit discharge policy is posted on the Stormwater website. In addition, residents are provided a phone number to report spills or possible illicit discharges. Processes are in place for follow-up.</p>
<b>3: Construction Site Storm Water Runoff Control</b>	<b>3.1 Legal Authority</b> <b>3.2 Construction Plan Review</b> <b>3.3 Construction Site Inspection</b>	<p>Yes. Construction site run off control ensures that loose sediment, trash, and debris do not make their way into the receiving stream.</p> <p>All new construction plans were reviewed by an outside engineering firm, the District's plumbing inspector, and staff to ensure the use of best practices and compliance with local ordinances.</p> <p>Staff also performs weekly erosion control inspection on all ongoing construction projects.</p>
<b>4: Post-Construction Stormwater Management</b>	<b>4.1 Legal Authority</b> <b>4.2 Plan Review</b> <b>4.3 Project Inspections</b>	<p>Yes. Post project inspections ensure that there are not any issues that come after construction is over. Special attention is given to stormwater system impacted by newly constructed impervious surfaces. Also, District staff make the "rounds" of the District during heavy rain events. Stormwater ponds are inspected and if necessary appropriate maintenance measure taken.</p>

<p>5: Pollution Prevention and Good Housekeeping</p>	<p>5.1 District Owned Facilities  5.2 Employee Education  5.3 Spill Prevention Plans  5.4 Contractor Oversight  5.5 Municipal Operations and Maintenance  5.6 Pet Waste Management</p>	<p>Yes, these BMPs assist in the discharge of pollutants both directly and indirectly.</p> <p>The District currently has a fulltime building maintenance employee on staff. This employee ensures that District facilities are kept in pristine condition.</p> <p>Ponds are maintained on a regular basis with wet ponds inspected weekly and dry ponds inspected every two weeks, and storm inlets, storm outfalls, and autofill lines are cleaned as needed.</p> <p>Vehicles are inspected on a regular basis. Written logs are kept on each vehicle and piece of equipment. The District has policy of retiring a vehicle when it reached 7 years of age or has 120,000 miles recorded.</p> <p>Landscaping is performed by the Parks Department and outside contractors. Environmentally safe steps are used. Contractors fertilize flower beds and trees twice a year.</p> <p>All pesticides that are used by staff and contractors are organic. A detailed record is kept of each application.</p> <p>The Parks Department maintains pet waste sites throughout the District's parkland. These sites are checked on a weekly basis. The ones that see more use are checked more frequently.</p>
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3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)</b>
1.0 Public Education and Outreach	Maintain Webpage	Website includes relevant information including the Stormwater Management Plan.	66,000 hits on main utility page		No, this activity does not provide a direct quantifiable result. The stormwater/drainage page has information on stormwater, the SWMP and pollution prevention. The trash recycling page has information on household hazardous waste vouchers. The water conservation page includes water saving tips, the drought plan and a water use calculator.
1.0 Public Education and Outreach	Newsletter	The articles in the newsletter relate protecting water resources including topics such as: water conservation, fats, oils and greases, stormwater runoff, lawn maintenance, gardening tips.	The District publishes a monthly newsletter that is distributed by email and also regular mail.	12 per year	No, this activity does not provide a direct quantifiable result. Although public education will have a preventive effect, build capacity in our community, and demonstrate continuous results that will benefit the future.

1.0 Public Education	Household Hazardous Waste	Vouchers for Disposal of Waste	298 Vouchers	Throughout the year	No, this activity does not provide a direct quantifiable result. However, vouchers are utilized by residents to safely dispose of household waste.
1.0 Public Education	Outreach	Education Materials	300 bags	District Events	No, this activity does not provide a direct quantifiable result. Education material provided includes brochures on stormwater, fats, oil and grease, recycling and waste, and water conservation
1.0 Public Education	Classroom Training: Environmental Gardening	Each month a different topic on organic gardening is discussed.	2 hours	monthly	No, this activity does not provide a direct quantifiable result. However, public education will have a preventive effect, and demonstrate continuous results that will benefit the future. There were 9 gardening classes held with an average attendance of 11 people per meeting.

1.0 Public Education	UIAC	Quarterly meetings are held with this advisory Board to review all of the Districts infrastructure assets	2 hours	quarterly	No, this activity does not provide a direct quantifiable result. Relevant discussion topics covered include the sewer system, unaccounted for water, and the Asset Management Plan. The meetings averaged 8 attendees per meeting.
1.0 Public Education	Stream Clean Up	This program uses District staff and volunteers to help keep Brushy Creek clean.	1	event	Yes, this activity provides a direct quantifiable result. The District hosted one creek clean up event during the reporting year. There were 25 individuals present at the event and 65 pounds of trash was picked up. In addition, there was 92 pounds of recycling material collected.



2.0 Illicit Discharge	Sanitary Sewer Leak Elimination	Process of cleaning, filming 20% of the District's sewer system on an annual basis. Repairs are made on any issues found.	61,000 feet	Throughout the year	Yes, this activity provides a quantifiable result. In 2020 there was 61,000 feet of sewer line cleaned and inspected. This film was reviewed by an engineer to certify the structural integrity of the collection system. There were 40 issues noted. However, the issues were extra cleaning and monitoring of the line. None of the issues resulted in any exfiltration of wastewater. The District had 2 sanitary sewer overflow events during the reporting period. In addition, the district responded to and addressed 4 small individual backups at homeowner's sewer line cleanouts.
2.0 Illicit Discharge	Public Reporting of Illicit Discharges or Spills	Reports from residents of possible illicit spills	6	Call in	No, five incidents were investigated and did not find any wrongdoing. One incident needed minor clean-up by homeowner.

3.0 Construction Site Stormwater Runoff Control	Construction Plan Review	The District is over 98% built out. There are a minimal number of commercial lots left to develop.	1	Plot plans and construction plans	<p>No, this activity does not show a quantifiable result.</p> <p>One plan review was conducted to ensure that proper erosion control was part of the construction plans. This gives the necessary information to District staff to perform weekly inspections.</p>
3.0 Construction Site Stormwater Runoff Control	Construction Site Inspections	Inspection of construction sites to ensure proper erosion control is being used.	Throughout the year	Inspections	Yes, these inspections help reduce the amount of debris leaving the construction sites.
4.0 Post Construction Stormwater Management	Project Inspections	Inspection and maintenance of wet ponds, dry ponds, storm inlets, and storm outfalls.	12 wet ponds and 13 dry ponds inspected and maintained.	Inspections	<p>Yes, this activity provides a quantifiable result. Wet ponds are inspected and maintained weekly while the dry ponds are inspected every two weeks. This removes debris from the ponds, ensures that the vegetation is correct, and that the ponds are not leaking.</p> <p>Inlet and outfall cleaning reduce the chance of unwanted organics and inorganics entering the wet ponds and possibly the waterways.</p>

5.0 Pollution prevention and Good Housekeeping	Employee Education.	Training on storm water, wastewater, environmental topics	4	Classes  Hours varied per class.	No, this activity does not provide a direct quantifiable result.  District staff attended various classes throughout the year. Classes attended were:  Utility Safety (1)  Tree conference (3)
5.0 Pollution Prevention and Good Housekeeping	Pet Waste Management	Maintenance of receptacles and removal of animal waste from receptacles.	38	Stations	Yes, this activity provides a quantifiable result. The District has numerous pet waste stations to assist residents and visitors with the removal of pet waste in these areas. These stations are checked on a weekly basis. Over 3,952 gallons of waste was disposed of over the course of the year.

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**):

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.</b>
1	Maintain a record of the number of times newsletters and public service announcements are posted	Met Goal - Newsletters distributed monthly through mail outs and email.
1	Document the number of educational materials distributed	Met Goal – 300 bags were distributed at 6 District sponsored events.
1	Maintain Records of Website Traffic	Met Goal – Utility webpage had 66,000 hits
1	Public Education on Environmentally Friendly Gardening	Met Goal – District hosted 9 gardening classes.
1	UIAC Meetings	Met Goal – Regular Utility Infrastructure Advisory Committee meetings were held
1	Storm Drain Stenciling	Did not meet goal – Volunteer groups did not select storm drain stenciling project this reporting period
1	Stream Clean-up	Met Goal – District hosted one clean-up event where 62 pounds of trash and 92 pounds of recyclable material was collected
2	Stormwater Map	Met Goal – District developed and maintains stormwater system map.
2	Sanitary Sewer Leak Elimination	Met Goal – 21% of the sewer system was inspected and cleaned. All of the manholes in the area being filmed were inspected.
2	Illicit Discharge Reporting	Met Goal – District staff investigated 6 incidents reported by residents.

3	Plan Review	Met Goal – Although the District is more than 98% built out one plan review was conducted during the reporting period. construction plan was reviewed by an outside engineering firm, the District's plumbing inspector, and staff to ensure the use of best practices and compliance with local ordinances.
3	Construction Site Inspections	Met Goal - Staff performed site inspections.
4	Post Construction Stormwater Management	Met Goal – Inspection and maintenance of wet ponds, dry ponds, storm inlets, and storm outfalls occurred regularly.
5	Identify and Evaluate Possible SPCC Sites	Met Goal - At this time, the District has one site that has above ground diesel storage. That tank holds 2500 gallons of diesel and is located at the water treatment plant. The treatment facility is approximately one mile from Brushy Creek therefore, District staff do not feel that a SPCC plan is necessary for this site.
5	Vehicle and Equipment Maintenance Records and Reporting	Met Goal - the District's regulatory compliance specialist manages the vehicle and equipment maintenance program. He tracks vehicle and equipment maintenance and ensures that vehicle checklists are completed and saved in the District's shared drive. In addition, the District has a replacement plan that replaces vehicles at 7 years or 120,000 miles.
5	Employee Training	Met Goal – Provided 4 training classes on environmental topics.
5	Pet Waste	Met Goal – Weekly inspection of 38 pet waste stations.
6	N/A	
7	N/A	The District did not have any construction projects where the District was the operator.

### 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 District did not perform any lab testing during this reporting period. The District did perform other tasks to ensure the success of the SWMP at reducing the discharge of pollutants to the MEP. Those tasks were:

- Inspections of construction sites
- Weekly inspections, cleaning, maintenance and repair of wet ponds
- Cleaning and filming of sewer lines (over 61,000 feet)
- Inspection of sewer manholes (205)
- Bi-weekly inspection, cleaning and maintenance of dry ponds
- Daily inspection and regular maintenance of the District's lift stations

## **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.

No newly impaired water bodies have been identified within the District.

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.

The District is located within the Edwards Aquifer recharge zone. This means that 20% of our wastewater lines are filmed annually. In this reporting year, the District contracted out the filming of 61,000 feet of sewer line. These lines were also cleaned. The films were reviewed by a professional engineer. Any issues that are found will be repaired. That portion of the line will then be filmed again and sent to the engineer once again to ensure that the issue had been resolved.

This year District staff began a program of inspection of the manholes in the filming area, over 205 manholes were inspected. Any deficiencies found in the sewer lines or manholes will have to be addressed within a year of notification.

3. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL. **N/A**
4. Report the benchmark identified by the MS4 and assessment activities: **N/A**

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

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

<b>Benchmark Parameter</b>	<b>Selected BMP</b>	<b>Contribution to achieving Benchmark</b>
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6. If applicable, report on focused BMPs to address impairment for bacteria:

<b>Description of bacteria-focused BMP</b>	<b>Comments/Discussion</b>
Sewer Filming	This is performed annually on at least 20% of the District's sewer infrastructure. The goal here is to ensure that the entire system is filmed over a five-year period. These films are reviewed by an engineer and any issues are noted and addressed by District staff or contractors. The engineer prepares a certification letter annually to show that this filming and repair work has been accomplished.
Manhole Inspections	Manholes are inspected within the area designated for annual filming. These inspections are performed to see if there are any exfiltration issues.

Pet Waste Sites	Parks staff maintain pet waste stations on a weekly basis. New stations are installed where they are found to be needed.
Storm Inlet Cleaning	Cleaning of inlets removes decaying organics that would eventually make their way into the receiving stream. Staff also checks for standing water which may be a mosquito breeding pool.
Wet Pond Inspections	The District's 12 wet ponds are inspected and maintained twice a month by a private contractor. District personnel also inspect and maintain the ponds every two weeks.

7. Assess the progress to determine BMP's effectiveness in achieving the benchmark.  
**N/A**

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

## E. Stormwater Activities

Describe activities planned for the next reporting year:



<b>MCM(s)</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
1.0 Public Education and Outreach	Stormwater Website, Newsletter, Distribution of Educational Material, Classroom Training, UIAC, and Stream Cleanup	Training, Distribution of Newsletter, Education Material	The District will continue with activities related to educating our residents through our newsletter, classroom training, UIAC, and community events. Also, the Asset Management Plan was completed which provides the District the tools to plan and include proactive steps needed to address pollution prevention through its infrastructure.
2.0 Illicit Discharge	Investigations, Sanitary Sewer Leak Elimination	Cleaning and filming of 20% of the District's collection system	The District will contract out the filming of approximately 20% of the sewer lines in FY 2021. The District is continuing of inspecting the manholes within the filming area and is scheduled to inspect 328 manholes in 2021. District personnel will investigate possible illicit discharges as needed.
3.0 Construction Site Stormwater Runoff	Plan Review, Inspections	Continuing plan review of all new Construction within the District and inspection of those sites as construction progresses	The District's construction activity will nearly be completed during FY 2021. Residential construction should be finished except for a few private lots and commercial construction should also be nearly complete.
4.0 Post Construction Stormwater Management	Inspections	The District contracts with an outside contractor to maintain the District's 12 wet ponds	The contractor performs twice a month operation and maintenance. This includes pond inspections, clean up, any maintenance that is needed, and upkeep of the vegetation. District personnel also inspect the wet ponds twice a month.
5.0 Pollution Prevention and Good Housekeeping	Education, spill prevention, pet waste	The District will focus on the prevention or reduction of runoff from District operations	District personnel on a weekly basis inspect pet waste stations.

## **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)

**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. **N/A**

BMP	Description	Implementation Schedule (start date, etc.)	Status/Completion Date (completed, in progress, not started)

## 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:

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):

\_\_\_\_\_

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:

<b>The number of municipal construction activities authorized under this general permit</b>	
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The total number of acres disturbed for municipal construction projects	0
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**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): Shean Dalton

Title: General Manager

Signature: 

Date: April 20, 2021

Name of MS4: Brushy Creek Municipal Utility District

Name (printed): Sh Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of MS4 \_\_\_\_\_

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

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