

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number **TXR040000**

A. General Information

Authorization Number: **TXR040453**

Reporting Year (year will be either 1, 2, 3, 4, or 5): 7

Annual Reporting Year Option Selected by MS4:

Calendar Year: X

Permit Year: N/A

Fiscal Year: N/A Last day of fiscal year: (N/A)

Reporting period beginning date: (month/date/year) January 1, 2025

Reporting period end date: (month/date/year) August 27, 2025 (Renewed NOI Approval)

MS4 Operator Level: 1 Name of MS4: City of Bee Cave

Contact Name: Andrew Rooke Telephone Number: 512-767-6663

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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		The City has implemented the SWMP to the Maximum Extent Practicable.
Permittee is currently in compliance with recordkeeping and reporting requirements.		X	Documentation is maintained for goals that are met. Partially met goals or goals not met do not include documentation unless stated otherwise in Section 4. The City experienced significant staff turnover in 2025; therefore, some documentation is unaccounted for. Additionally, some goals remain in progress due to the timing of annual reporting during the permit renewal year.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		The City MS4 discharges are applicable and eligible for coverage under TXR040453. Receiving surface waters are not impaired, nor do they have a TMDL. The City complies with Edwards Aquifer limitations and as of 09/01/2024 is rated "satisfactory".

	Yes	No	Explain
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report.	X		All BMPs were assessed by all responsible departments during the annual report preparation. It was determined each BMP is appropriate for implementation.

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	1. Distribute Educational Material	Yes – The City uses social media (25 interactions), a City Hall digital message board (daily), and the website (64 views) to educate target audiences on the importance of stormwater quality.
1, 2, 3	2. Stormwater Reporting by Public	Yes – The City maintains 1 reporting mechanism for public reporting of concerns. Public reporting allows residents to assist City staff with the identification of stormwater concerns and allows prompt response to the concern.
1	3. Public Involvement Opportunities	Yes – The City facilitated 9 creek/park clean-up days and 1 Household Hazardous Waste (HHW) collection event in during the reporting term. The opportunities reached 2 target audiences. Public involvement opportunities educate the public and prevent potential illicit discharges before they enter the MS4.
2, 5	4. Storm Sewer System Map and Facility Inventory	Yes – The City mapped 100% of the known stormwater outfalls. An accurate map allows for prompt response to prevent/reduce discharges of pollutants from the MS4.
2	5. IDDE Response, Investigation, Inspections	Yes - The City responds to potential illicit discharges to reduce the potential discharge of pollutants to stormwater.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
3, 4	6. Plan Review	Yes – The City conducted 3 plan reviews of erosion and sedimentation control plans and permanent structural control plans to reduce the potential for pollutants to discharge to stormwater. An additional 8 plan reviews are in progress.
2, 3	7. Construction Site Inspection and Enforcement	Yes - The City conducted 38 construction site inspections. Inspectors verify the erosion and sedimentation control plans are being implemented completely and properly to reduce pollutants in stormwater.
4	8. Structural Control Maintenance, Inspection, and Enforcement	Yes - The City implements and enforces applicable post-construction structural control ordinances. There are 2 city-operated structural controls and 77 privately-owned structural controls in the City limits.
5	9. Maintenance Contractor Oversight	Yes – The City approved 3 contracts for City maintenance activities performed by contractors to maintain areas of the City. Contractors are required to comply with City stormwater ordinances.
5	10. Municipal Operations and Maintenance Activity	Yes - The City operation and maintenance activities continued to reduce the discharge of pollutants from City activities.
5	11. Municipal Operations Inspection Program and Procedures	Yes - The City does not own/operate the water utilities or wastewater utilities. The City operates 9 municipal facilities and parks; however, they are considered a low risk to impact stormwater. The City issues stormwater related work orders as maintenance needs are identified.
5	12. Disposal of Collected Waste	Yes -The City maintains a contract with Texas Disposal Systems to dispose of or recycle material to reduce pollutant discharge to stormwater.
2, 3, 5	13. Staff Training	Yes - The City has identified municipal operations that have the potential to impact stormwater and applicable staff are trained.
2, 3, 4	14. Stormwater Quality Ordinances	Yes – The City maintains ordinances that include requirements for illicit discharge prohibitions, construction site stormwater runoff controls, and post-construction permit requirements to reduce the discharge of pollutants to stormwater.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
1	1. Distribute Educational Material	Educational Material Distribution	3	Topics	No. Though this BMP does not result in a direct reduction of pollutants, it does educate the public of hazards associated with illegal discharges/improper disposal of waste and about the impact that stormwater discharges have on local waterways.
			3	Methods	
			3	Audiences	
			4	Social Media Posts	
			64	Website views	
1, 2, 3	2. Stormwater Reporting by Public	Report Submittals	1	Reporting Mechanism	Yes. Allows for direct response to location of complaints.
			0	Reports Received	
1	3. Public Involvement Opportunities	Public involvement programs and events	10	Opportunities	Yes. Provides opportunities to the public to properly dispose of waste and educates the public of hazards associated with illegal discharges/improper disposal of waste. Also educates the public about the impact stormwater discharges have on local waterways.
			2	Target Audiences	
			126	Cleanup Participants	
			6	HHW Participants	

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
2, 5	4. Storm Sewer System Map and Facility Inventory	Outfalls	130	# of MS4 Outfalls	Yes. Maintains current mapping and inventory files regarding the MS4 system for prompt response.
			5	Municipal Facilities	
			4	Parks	
2	5. Illicit Discharge and Spill Inspection, Investigation, and Response	IDDE Inspection Logs	0	Inspections required	Yes. Procedures to promptly address detected discharge of pollutants.
			0	TCEQ Notifications	
3, 4	6. Plan Review	Construction Plan Reviews	3	Project Plans Reviewed (involving E&S Plans/WQ Plans)	Yes. Procedure to evaluate proper design and temporary/permanent stormwater controls to prevent/reduce pollutants entering stormwater runoff.
			8	Project Plan Reviews in Progress	
2, 3	7. Construction Site Inspection and Enforcement	Construction Site Inspection Logs	4	Active Construction Sites	Yes. Procedure to evaluate proper implementation and maintenance of construction site erosion control systems.
			38	Inspections	

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
4	8. Structural Control Maintenance, Inspection, and Enforcement	Structural Controls	79	Structural Water Quality Controls	Yes. The City requires structural control owners to maintain the functionality of each structure, which is an integral part of pollutant reduction.
5	9. Maintenance Contractor Oversight	City MS4 Maintenance Contracts	4	Contractors	Yes. The City utilizes 3 rd party contractors to assist with MS4 maintenance.
5	11. Municipal Operations Inspection Program and Procedures	Inspections	2	Work Orders	Yes. City staff complete work orders for city-owned parks/trails to ensure that local areas of erosion and/or debris are not present.
5	12. Disposal of Collected Waste	Waste Disposal Contract	Approx. 3,986 Source: U.S. Census Bureau	Households Served	Yes. The City provides a service that allows easy access for residents to properly dispose of all collected waste.

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.
<p>MCM 1</p> <p>BMP 1. Distribute Educational Material</p>	<p>A. Distribute educational material about stormwater pollution prevention and the hazards associated with illegal discharges and improper disposal of waste by <u>December of each year</u>.</p> <ul style="list-style-type: none"> i. Develop and distribute educational material for <u>at least 3 stormwater pollution prevention topics</u>. ii. <u>Utilize at least 3 methods of distribution</u>. iii. <u>Reach at least 3 target audiences</u>. 	<p>Met Goal – The City distributed 3 stormwater topics while using 3 methods of distribution. Educational material was developed to reach 3 target audiences.</p>
<p>MCMs 1/2/3</p> <p>BMP 2. Stormwater Reporting by Public</p>	<p>A. Facilitate public reporting of stormwater quality concerns and illicit discharges.</p> <ul style="list-style-type: none"> i. Maintain at least <u>1 mechanism</u> for the public to submit stormwater quality reports. ii. Ensure the stormwater reporting mechanism is publicly <u>accessible at least 95% of the time</u>. iii. Respond to stormwater quality reports <u>within 2 business days</u>; if the public report concerns an immediate threat to human health or the environment, respond within 24 hours of notification. 	<p>Met Goal – The City uses an online reporting mechanism that is available 95% of the time. Stormwater quality reports are responded to within 2 business days. The City did not receive any stormwater reports from the public during the reporting period.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 1</p> <p>BMP 3. Public Involvement Opportunities</p>	<p>A. Facilitate public involvement and education for stormwater pollution prevention activities by December of each year.</p> <ul style="list-style-type: none"> i. Provide at least <u>4 public involvement opportunities</u> for stormwater pollution prevention. ii. Engage at least <u>2 target audiences</u>. <p>B. Consider and facilitate public input in the implementation of the program.</p> <ul style="list-style-type: none"> i. Provide <u>one opportunity</u> for public to provide feedback on the SWMP during the public comment period. 	<p>Partially Met Goal – The City offered 9 opportunities for public involvement and reached at least 2 target audiences during the reporting period. However, due to staff turnover, sign-in sheet documentation cannot be located.</p> <p>The SWMP public comment period was utilized to gather public input. The public comment period occurred in 2023; therefore, the goal was met during the last reporting year and no further action was required in 2025.</p>
<p>MCM 2, 5</p> <p>BMP 4. Storm Sewer System Map and Facility Inventory</p>	<p>A. Map <u>100%</u> of the City’s new stormwater outfalls discharging to Waters of the U.S. <u>within 12 months</u> of identification or notification of installation.</p> <p>B. Review MS4 map and update inventory of facilities and structural controls <u>by December of each year</u>.</p>	<p>Met Goal – The City evaluated the MS4 map and updated it as necessary. A total of 130 known MS4 outfalls and 79 water quality ponds are included in the map. The City also operates a total of 9 municipal facilities including municipal buildings and parks.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 2</p> <p>BMP 5. Illicit Discharge and Spill Inspection, Investigation, and Response</p>	<p>A. Continue a program to inspect, investigate, and respond to notifications of spills, illicit discharges, and illegal dumping to the MS4 system and eliminate identified sources of illicit discharge.</p> <p>i. Respond to <u>100%</u> of notifications of spills, illicit discharges, and illegal dumping to the MS4 system with inspections <u>within 2 business days</u> of receiving a notification; if the notification concerns an immediate threat to human health or the environment, respond <u>within 24 hours</u> of notification.</p> <p>ii. Notify TCEQ of <u>100%</u> of spills and illicit discharges that are believed to be an immediate threat to human health or the environment <u>immediately</u> following identification.</p>	<p>Met Goal – The City responds to notifications of spills, illicit discharges, and illegal dumping. The City did not identify any spills, illicit discharges, or illegal dumping during the reporting period.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 3, 4</p> <p>BMP 6. Plan Review</p>	<p>A. Conduct engineering and construction plan reviews of site development and redevelopment projects to the standards set forth in City ordinances and design criteria to evaluate potential water quality impacts during construction and post-construction.</p> <ul style="list-style-type: none"> i. Review <u>100%</u> of plans submitted to the City prior to final acceptance of plans. ii. Maintain one copy of final plan review documentation for <u>100%</u> of approved construction plans. 	<p>Met Goal - The City reviewed 100% of plans submitted and maintains a copy for records. A total of 3 plans were reviewed during the reporting period. An additional 8 plan reviews are in progress.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 2, 3</p> <p>BMP 7. Construction Site Inspection and Enforcement</p>	<p>A. Conduct inspections of priority construction sites (e.g. site size, contractor performance history, sensitivity of receiving waters) within the MS4 according to City procedures and ordinances.</p> <p>i. Conduct at least <u>one site inspection of 100%</u> of identified active priority construction sites, including evaluation of coverage under the Construction General Permit (TXR0150000).</p> <p>ii. Maintain <u>one copy of each completed construction site inspection report</u>.</p> <p>B. Enforce correction for violations of City ordinance provisions governing construction site operations and TPDES Construction General Permit TXR150000.</p> <p>iii. Conduct follow-up action (i.e. inspection or enforcement) for <u>100%</u> of sites with observed violations <u>within 10 business days</u>.</p>	<p>Met Goal – The City identified 4 active construction sites during the reporting period. City inspectors conducted a total of 38 inspections at 4 active construction sites and saved each inspection report. The City conducts follow-up inspections for 100% of sites with ordinance violations.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 4</p> <p>BMP 8. Structural Control Maintenance, Inspection, and Enforcement</p>	<p>A. Continue inspections of City-owned priority water quality structural controls according to written procedures.</p> <p>i. Inspect <u>100%</u> of City-owned priority water quality structural controls <u>by the end of the permit term.</u></p> <p>B. Continue and/or implement requirements for deed-recorded maintenance plans for privately-owned structural controls.</p> <p>i. <u>Record 100% of maintenance agreements</u> for new privately-owned post-construction BMPs prior to final acceptance.</p> <p>ii. Document enforcement action for post-construction requirements at privately-owned post-construction BMPs by December of each year.</p>	<p>Met Goal – The City inspected 100% of City-owned priority water quality structural controls by the end of the permit term. The City requires all maintenance agreements to be filed with Travis County in accordance with the City Unified Development Code.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 5</p> <p>BMP 9. Maintenance Contractor Oversight</p>	<p>A. Utilize standard contract language requiring compliance with City stormwater pollution prevention measures, good housekeeping practices, and facility specific stormwater management operating procedures on <u>100%</u> of new or renewed service agreements with contractors hired to perform City maintenance activities with the potential to impact stormwater quality.</p> <p>B. Investigate stormwater quality reports concerning contracted maintenance activities <u>within 2 business days</u> of receipt of report.</p> <p>i. Maintain one copy of inspection documentation notes and follow-up actions, as necessary.</p>	<p>Met Goal – The City utilizes standard contract language requiring City contractors to conduct work in accordance with City ordinances. The City held 3 contracts with 3rd party vendors providing MS4 maintenance services for the City.</p>
<p>MCM 5</p> <p>BMP 10. Municipal Operations and Maintenance Activity</p>	<p>A. Continue to perform existing operations and maintenance activities according to established procedures to reduce the discharge of pollutants from the activities.</p> <p>B. Implement a set of pollution prevention measures for any newly identified operations and maintenance activities with potential to impact stormwater quality performed by the City <u>within 12 months</u> of identification of the activity.</p>	<p>Met Goal – The City continued to perform existing operations and maintenance activities. No new municipal operations activities with the potential to impact stormwater were identified during the reporting period.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 5</p> <p>BMP 11. Municipal Operations Inspection Program and Procedures</p>	<p>A. Begin visual inspection of pollution prevention measures at City-owned facilities according to written procedures.</p> <ul style="list-style-type: none"> i. Inspect <u>100%</u> of pollution prevention measures by the end of the permit term. ii. Maintain one completed inspection checklist for each facility. 	<p>Met Goal – The City conducted 2 work order inspections and MS4 cleanup events.</p>
<p>MCM 5</p> <p>BMP 12. Disposal of Collected Waste</p>	<p>A. Dispose of waste material in accordance with Title 30 of Texas Administrative Code Chapters 330 or 335, as applicable.</p> <ul style="list-style-type: none"> i. Maintain one copy of associated waste disposal documentation (e.g. waste manifests, contractor invoices, etc.) and estimate the amount of waste material disposed of by December of each year. 	<p>Met Goal – The City holds a contract with Texas Disposal Systems to properly dispose of and recycle material to reduce pollutants in stormwater. Texas Disposal Systems conducts weekly trash and recycling collection and collect yard debris bi-weekly.</p>

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
<p>MCM 5</p> <p>BMP 13. Staff Training</p>	<p>A. Conduct training for staff with responsibilities relating to activities with potential impacts to stormwater quality.</p> <ul style="list-style-type: none"> i. Provide general awareness-level training for pollution prevention and good housekeeping to staff at least once annually. ii. Provide job-specific stormwater quality and pollution prevention training to <u>100%</u> of staff responsible for performing those activities in advance of conducting unsupervised responsibilities. iii. Provide job-specific stormwater quality and pollution prevention training to <u>100%</u> of staff responsible for performing those activities <u>within 12 months of date of hire</u> or transfer to new role. iv. Maintain one copy of training documentation onsite or in SWMP by December of each year. 	<p>In Progress – Due to the reporting period timing, staff training has not occurred and is scheduled for Q4 2025.</p>
<p>MCM 2, 3, 5</p> <p>BMP 14. Stormwater Quality Ordinances</p>	<p>A. Document any changes to existing City ordinances to comply with illicit discharge prohibition, construction site stormwater runoff control, and post-construction permit requirements in a memo to file by December.</p>	<p>Met Goal – The City Code of Ordinance contains sufficient stormwater provisions. No changes were made during the reporting period.</p>

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.?

BMP	Activity	Number/ Frequency	Units	Success at Reducing Pollutants
BMP 10 Municipal Operations and Maintenance Activity	Sewer Main/Storm Sewer Work Orders	2	Work orders	Maintenance of the storm sewer system, properties, and roadways removes and/or prevents potential pollutants from entering the City MS4.
		1	Culvert maintenance	
		9	ROW maintenance events	
		12	Median maintenance events	
		51	Property maintenance events	
		22	Property acres maintained	
		10	Roadways swept	
		Quarterly	Sweeping frequency	
5	Acres of vegetation management			
BMP 12 Disposal of Collected Waste	Waste Disposal Invoices	267.35	Tons of waste	Proper disposal of waste collected throughout the year. Prevents the introduction of waste into the MS4.
		171.92	Tons of recycling	

Summary

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 waterbodies within the permitted area were added to the 2024 Texas Integrated Report Index of Water Quality Impairments.

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.

N/A

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:

Benchmark Parameter (Ex: Total Suspended Solids)	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
N/A	N/A

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	N/A

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	1(a)	Information on the MS4 operator's website	<ol style="list-style-type: none"> i. Maintain one webpage with current and accurate information and working links to educate residents. <ul style="list-style-type: none"> • Check all links and update the page annually, as necessary. Links must address pet waste. • Maintain webpage information for the full year on an annual basis. ii. Post the SWMP no later than 30 days after the NOI or NOC approval date.
	1(b)	Social media posts and campaigns	<ol style="list-style-type: none"> i. Post a minimum of four times each year (one post per quarter) on a minimum of one social media platform. <ul style="list-style-type: none"> • The message shall address ways the residents can minimize or avoid adverse stormwater impacts from grass clippings and leaf litter or provide practices to improve the quality of stormwater runoff. • The messages shall be seasonally appropriate. • All quarterly posts must be visible by the residents for the full year, each year.
	1(c)	Permanent stormwater related signage	<ol style="list-style-type: none"> i. Install signage in one location where the message included is relevant and highly visible to intended audiences. ii. Inspect and maintain, as necessary, 100% of the signage once annually.
3,4	2(a)	Maintain and publicize a public reporting method for the public to report illicit discharges, illegal dumping, or water quality impact	<ol style="list-style-type: none"> i. Maintain a minimum of one public reporting mechanism (i.e., webpage, hotline, etc.) for receipt of information submitted by the public 100% of the time during the permit term. ii. Publicize the public reporting mechanism a minimum of two times annually in a method designed to reach a majority of the residents. <ul style="list-style-type: none"> • Develop and implement a tracking system that estimates the percentage of the residents reached. iii. In addition, if the MS4 operator has a public website, the public reporting mechanism must be publicized on the public website 100% of the time during the permit term.

MCM(s)	BMP	Stormwater Activity	Description/Comments
4	2(b)	Develop, implement, and maintain procedures for receipt and consideration of information submitted by the public	i. Review and update procedures for the receipt and consideration of information submitted by the public at least one time annually to address changes and make improvements to the established procedures where applicable.
2	3(a)	Stream/lake or watershed clean-up events	i. Host or support at least one annually. Events must clean a minimum of two acres, 400 yards of stream/streambank/riparian areas, two miles of roadside, or a combination of each (such as one acre of land and 200 yards of stream).
	3(b)	Educational display/booth	i. Provide or support one booth or display at a minimum annually. <ul style="list-style-type: none"> • The booth or display must be staffed during the time which the event is open to the public.
3	4(a)	Maintain a current and accurate MS4 map	i. Review and update, as necessary, at least one time annually to include features which have been added, removed, or changed.
6	4(b)	Permittee-owned Facilities and Control Inventory	i. Develop and maintain an annual inventory for 100% of the City owned and operated facilities and controls in the City.
3	5(a)	Develop and maintain procedures for responding to illicit discharges, illegal dumping, and spills	i. Review and update the response procedures at least once annually to address changes and make improvements to the established procedures where applicable.
	5(b)	Inspection Procedures	i. Review and update the inspection procedures at least once annually to address changes and make improvements to the established procedures where applicable.
	5(c)	Inspections in response to complaints	i. Conduct inspections in response to 100% of complaints each year according to the established procedures. ii. Conduct follow-up inspections in 100% of cases each year where necessary as described in the established procedures.

MCM(s)	BMP	Stormwater Activity	Description/Comments
3	5(d)	Source investigation and elimination of illicit discharges and illegal dumping	<ul style="list-style-type: none"> i. Respond to 100% of known illicit discharges and illegal dumping incidents each year to investigate sources. ii. Each year, respond to 100% of high priority discharges each year, such as sanitary sewer discharges within 24 hours. iii. For 100% of known illicit discharges or illegal dumping incidents where the small MS4 does not have jurisdiction, notify the adjacent MS4 operator or the applicable TCEQ regional office each year. iv. Notify TCEQ immediately of 100% of illicit flows believed to be an immediate threat to human health or the environment throughout the permit term.
3	5(e)	Corrective action to eliminate illicit discharges and illegal dumping	<ul style="list-style-type: none"> i. For 100% of illicit discharges or illegal dumping where a source has been determined, notify the responsible party of the problem within 24 hours. <ul style="list-style-type: none"> • Require the responsible party to perform all necessary corrective actions to eliminate the illicit discharge.
4	6(a)	Maintain and implement site plan review procedures that describe which plans will be reviewed as well as when an operator may begin construction	<ul style="list-style-type: none"> i. Review and update site plan review procedures at least one time annually to address changes and make improvements to the established procedures where applicable. ii. Implement site plan review procedures for 100% of new construction site plans received each year.
4	7(a)	Implement procedures for inspecting large and small construction projects	<ul style="list-style-type: none"> i. Review and update inspection procedures at least once annually to address changes and make improvements to the established procedures where applicable.
	7(b)	Conduct construction site inspections	<ul style="list-style-type: none"> i. Conduct inspections at a minimum of 80% of active construction sites annually according to the established procedures. ii. Each year, conduct follow-up inspections in 100% of cases where necessary as described in the established procedures.

MCM(s)	BMP	Stormwater Activity	Description/Comments
5	8(a)	Document and maintain records of enforcement actions and make them available for review by the TCEQ	<ul style="list-style-type: none"> i. Maintain records of 100% of enforcement actions taken each year. ii. Make 100% of enforcement records available to TCEQ for review within 24 hours of request.
	8(b)	Ensure the long-term operation and maintenance of structural stormwater control measures installed	<ul style="list-style-type: none"> i. Each year, require 100% of the owners or operators of any new development or redeveloped sites to develop and implement a maintenance plan and schedule addressing maintenance requirements for any structural control measures installed on site. ii. Require the site owner or operators to maintain documentation onsite of 100% of the maintenance performed and made available for review by the City or TCEQ within 24 hours of the request.
6	8(c)	Structural Control Maintenance	<ul style="list-style-type: none"> i. At least once annually, perform maintenance of 100% of the structural controls which require maintenance where the City is responsible for maintenance. Maintenance must follow a plan and schedule and be consistent with maintaining the effectiveness of the BMP. ii. Develop and maintain one written procedure that defines the frequency of inspections and how they will be conducted. iii. Review and update one maintenance procedure at least once annually to address changes or additions to pollution prevention measures.
	9(a)	Contractor Requirements and Oversight	<ul style="list-style-type: none"> i. Each year, ensure that 100% of contractors hired by the MS4, to perform maintenance activities on permittee-owned facilities, is contractually required to comply with all stormwater control measures, good housekeeping practices, and facility-specific stormwater management operating procedures described in Parts IV.D.6.(b)(2)-(6). ii. Implement oversight procedures of 100% of contractor activities to ensure that contractors are using appropriate control measures and SOPs each year. iii. Oversight procedures must be maintained on-site 100% of the time and made available for review by TCEQ within 24 hours of request.

MCM(s)	BMP	Stormwater Activity	Description/Comments
6	10(a)	Assessment of City operations	i. Evaluate 100% of O&M activities for their potential to discharge pollutants in stormwater annually including but not limited to road and parking lot maintenance, bridge maintenance, cold weather operations, and right-of-way maintenance. <ul style="list-style-type: none"> • Evaluate procedure reviews as appropriate when evaluating O&M activities.
	10(b)	Identify pollutants of concern	i. Identify 100% of known pollutants of concern that could be discharged from all of the O&M activities described in Part IV.D.6.(b)(5)b and develop a list of 100% of the pollutants identified.
	10(c)	Pollution Prevention Measures	i. Track 100% of the City application of deicing and anti-icing compounds in the City and record the amount of compound used for each application annually. ii. Place barriers around or direct runoff away from 100% of deicing chemical storage areas to prevent discharge into surface waters each year.
6	10(d)	Inspection of Pollution Prevention Measures	i. At least once annually, visually inspect 100% of pollution prevention measures implemented at permittee-owned facilities to ensure they are working properly. ii. Develop and maintain one written procedure that describes the frequency of inspections and how they will be conducted by December 2025. iv. Maintain a log of 100% of the inspections conducted annually and make the log available for review by the TCEQ within 24 hours of a request.
6	11(a)	Disposal of Waste Material	i. Ensure that 100% of waste from the City is disposed of in accordance with 30 TAC Chapters 330 or 335, as applicable each year.
3	12(a)	Conduct IDDE training for all field staff	i. Conduct a minimum of one training annually for 100% of MS4 field staff that may encounter or otherwise observe an illicit discharge, illegal dumping, or illicit connection to the small MS4 as part of their normal job responsibilities.
4	12(b)	Construction stormwater program training	i. Conduct a minimum of one training annually for 100% of MS4 staff whose primary job duties are related to implementing the construction stormwater program.

MCM(s)	BMP	Stormwater Activity	Description/Comments
6	12(c)	Training and Education	<ul style="list-style-type: none"> i. Conduct a minimum of one training annually for 100% of employees involved in implementing pollution prevention and good housekeeping practices. ii. As applicable, for small MS4s which use only contractors to implement pollution prevention and good housekeeping practices, ensure training of 100% of applicable contract staff is conducted at least one time annually using contract language or another similar method.
3	13(a)	IDDE Ordinance	<ul style="list-style-type: none"> i. Within two years of the effective date of the permit (August 15, 2024) review and update the IDDE ordinance or other regulatory mechanism at least once during the permit term to address changes and make improvements to the ordinance where applicable.
4	13(b)	Develop and maintain an ordinance or other regulatory mechanism	<ul style="list-style-type: none"> i. Within two years of the effective date of the permit (August 15, 2024) review and update the construction site stormwater runoff control ordinance or other regulatory mechanism at least once during the permit term to address changes and make improvements to the ordinance where applicable.
	13(c)	Prohibit discharges	<ul style="list-style-type: none"> i. Within two years of the effective date of the permit (August 15, 2024) review and update the construction site stormwater runoff control ordinance or other regulatory mechanism at least once during the permit term to address changes and make improvements to the ordinance where applicable.
5	13(d)	Develop and maintain an ordinance or other regulatory mechanism	<ul style="list-style-type: none"> i. Within two years of the effective date of the permit (August 15, 2024) review and update the post-construction ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the post-construction ordinance where applicable.
	13(e)	Enforcement Measures	<ul style="list-style-type: none"> i. Develop and implement one standard operating procedure to respond to violations

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 (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: **N/A**

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

___ Yes X No

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

___ Yes X No

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

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):

4

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

___ Yes X No

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

The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	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): Julie Oakley Title: City Manager

Signature:  Date: 11/19/25

Name of MS4 City of Bee Cave

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.