WCID No. 17

Travis County

Phase II MS4 General Permit

Authorization No. TXR040470

Annual Report – Year 6

(January 1, 2024 – December 31, 2024)

WCID No. 17
Travis County
3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

February 28th, 2025

Stormwater Team Leader
TCEQ Water Quality Division
MC-148
P.O. Box 13087
Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for Travis County WCID 17
TPDES Authorization: TXR040470

Dear Team Leader:

This letter serves to transmit the required annual report for the Texas Pollutant Discharge Elimination System Small Municipal Separate Storm Sewer System General Permit, Authorization Number TXR040470 for Travis County WCID 17.

The annual report is for year six (6). The reporting period's beginning on 01/01/2024 and ending 12/31/2024.

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

Sincerely,

Jason F. Homan
General Manager

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Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040470

Reporting Year (year will be either 1, 2, 3, 4, or 5): 6

Annual Reporting Year Option Selected by MS4:

Calendar Year: X

Permit Year: _____

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

Reporting period beginning date: (month/date/year) 01/01/24

Reporting period end date: (month/date/year) 12/31/24

MS4 Operator Level: 2B Name of MS4: Travis County WCID No. 17

Contact Name: Jason F Homan Telephone Number: (512) 266-1111 ext. 113

Mailing Address: 3812 Eck Lane, Austin, TX 78734

E-mail Address: Jhoman@wcid17.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**):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1	Development and Utilization of Educational Materials: Distribute Stormwater quality education materials.	Yes – Educating the public, contractors, and staff on stormwater quality helps reduce pollutant discharge by increasing awareness of proper practices, such as preventing illicit discharges and managing construction site runoff.

1	Public Announcement/ Engagement: Development of public announcements for the purpose of educating the public on stormwater quality issues.	Yes – Public announcements effectively raise awareness about stormwater pollution, illegal dumping, and best management practices. Engaging the public encourages community participation in pollution prevention.
1	Storm Drain Labeling: Labeling of Stormwater inlet structures with messages related to Stormwater quality issues.	Yes – Storm drain labeling is an effective visual reminder that discourages illegal dumping and informs the public that stormwater drains directly to local waterways. This helps reduce pollutant discharge by increasing awareness and promoting responsible behavior.
2	Maintain the MS4 and Outfall Inventory: Maintain an updated map of the MS4 indicating the location of Stormwater discharge outfalls.	Yes – Keeping an updated MS4 and outfall inventory is essential for identifying potential pollutant sources, tracking illicit discharges, and ensuring effective stormwater management. A well-maintained inventory helps prioritize inspections and enforcement efforts, reducing pollutant discharge.
2	MS4 Outfall Screening: Conduct systematic inspection of outfalls in the MS4 in order to identify the presence of illicit discharges.	Yes – Regular outfall screening helps detect and eliminate illicit discharges before they impact water quality. Identifying sources of pollution early allows for timely corrective action, reducing pollutant discharge and ensuring compliance with stormwater regulations.

2	Interagency Agreements: Develop interagency agreements for cooperative illicit discharge elimination activities where applicable (cities of Lakeway, Bee Cave and Travis County).	Yes – Interagency agreements facilitate collaboration with neighboring jurisdictions to address illicit discharges and improve stormwater management efforts across boundaries. Cooperation enhances detection, enforcement, and resolution of pollution sources, contributing to overall water quality protection in the MS4 area.
2	Sanitary Sewer System Overflows: Identify and reduce the occurrences of sanitary sewer system overflows.	Yes – Reducing sanitary sewer system overflows (SSOs) is critical to preventing untreated wastewater from entering stormwater systems, which can contribute to pollution. Identifying and addressing SSOs minimizes potential environmental harm and ensures compliance with water quality standards.
2	Illicit Discharges: Facilitating public reporting illicit discharges of water quality impacts associated with discharges into or from the MS4. Review the responses from the public.	Yes – Facilitating public reporting of illicit discharges allows for early detection and prompt response to water quality issues. Engaging the community helps identify pollutants that may otherwise go unnoticed, improving the effectiveness of the MS4 in preventing and addressing illicit discharges.
2	Identifying and Eliminating Illicit Discharges: Establish and maintain methods for training field staff.	Yes – Training field staff to identify and eliminate illicit discharges ensures that personnel are equipped to recognize potential pollution sources and respond appropriately. Well-trained staff are critical in maintaining the effectiveness of the MS4 program and reducing pollutant discharge through timely detection and enforcement.

3	Construction Legal Authority: Develop and implement a site plan review process, develop and implement site construction requirements that will minimize stormwater runoff to the MS4. Develop educational materials to encourage the reduction of local construction site runoff for construction activities disturbing one or more acres or sites or less than one acre if part of a larger common plan of development or sale that would disturb one acre or more.	Yes – Implementing a site plan review process and construction requirements ensures that stormwater runoff from construction sites is minimized, reducing pollutants entering the MS4. Educational materials further encourage compliance and best practices on construction sites, supporting pollution prevention and alignment with MS4 requirements for regulated sites.

3	Staff Training on The Subject of Construction Legal Authority: Develop and implement a training on educating all staff on the subject of the established rules and policies to require erosion and sediment controls.	Yes – Training staff on erosion and sediment control rules and policies ensures consistent enforcement and compliance with stormwater regulations. Educated staff can effectively manage construction site runoff, reduce pollutants, and ensure that erosion and sediment controls are properly implemented at regulated sites, thus protecting water quality.
4	Post-Construction Runoff Legal Authority: Develop educational materials to encourage post-construction control measures and maintenance of post-construction control measures in areas of new and redevelopment.	Yes – Developing educational materials to encourage post-construction runoff control measures ensures that developers and property owners are aware of the importance of maintaining stormwater management practices after construction is complete. By promoting proper maintenance, this BMP helps reduce long-term pollutant discharge from newly developed or redeveloped areas, protecting water quality over time.

4	New Development and Redevelopment Projects Discharges: Establish, implement and maintain a District requirement under the rules and policies or other regulatory mechanism to regulate discharges.	Yes – Establishing and maintaining regulations for discharges from new development and redevelopment projects ensures that stormwater runoff is properly managed from the beginning. This BMP helps prevent pollution at the source by requiring developers to implement appropriate stormwater management practices, reducing pollutant discharge into the MS4.
5	Catch Basin Cleaning: Reduce sediment and floatable materials discharges by routinely cleaning MS4 catch basin and Stormwater inlet structures.	Yes – Regularly cleaning catch basins and stormwater inlet structures prevents the buildup of sediment and floatable materials, reducing the risk of pollutants being carried into the MS4 during storm events. This BMP effectively helps maintain water quality by keeping stormwater systems clear and functional.
5	Landscaping and Lawn Care: Reduce the discharge of landscaping and lawn care waste from permittee owned facilities through better mowing and landscaping maintenance practices.	Yes – Implementing better mowing and landscaping maintenance practices reduces the discharge of yard waste, fertilizers, and pesticides into the stormwater system. This BMP helps prevent non-point source pollution from entering the MS4 and improves overall water quality by managing landscaping runoff effectively.

5	Illegal Dumping: Identify and investigate illegal dumping locations owned by the permittee in order to determine the source of materials and encourage reporting of dumpers.	Yes – Identifying and investigating illegal dumping locations helps determine the source of pollutants, enabling targeted corrective actions. Investigations ensure that waste is properly managed, and encouraging the reporting of dumpers allows for quicker resolution of illegal dumping incidents, ultimately reducing harmful materials entering the MS4.
5	Board of Directors and Staff Educational and Oversight Program: Program to educate District Staff and new board members and review with current board members duties and responsibilities of the SWMP and permit requirements of the Phase II MS4 General Permit and ensure its implementation.	Yes – Educating district staff and board members on their duties and responsibilities related to the SWMP and Phase II MS4 General Permit ensures proper oversight and compliance. This BMP fosters awareness and accountability, ensuring that all involved understand the permit requirements and contribute to the effective implementation of stormwater management practices.

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	Development and Utilization of Educational Materials: Distribute Stormwater quality education materials.	Stormwater Quality Education Material	100	Brochures	No – While distributing stormwater quality education materials can raise awareness and change public behavior, it does not directly remove pollutants from stormwater. The impact is indirect, relying on changes in practices that reduce pollution over time.

1	Public Announcement/ Engagement: Development of public announcements for the purpose of educating the public on stormwater quality issues.	Various Outreach Methods	1 2	Public Safety Day Booth Signage in the Main Office	No – While public announcements can educate the public and encourage better stormwater practices, they do not directly reduce pollutants in stormwater. The impact is indirect, depending on how the information influences public behavior and actions to reduce pollution over time.

1	Storm Drain Labeling: Labeling of Stormwater inlet structures with messages related to Stormwater quality issues.	N/A	0	Stormwater Medallions	Yes – Storm drain labeling directly discourages individuals from dumping pollutants into the storm drain system by providing clear messaging at the source. This immediate deterrent can prevent contaminants from entering stormwater, contributing to a direct reduction in pollution.

2	Maintain the MS4 and Outfall Inventory: Maintain an updated map of the MS4 indicating the location of Stormwater discharge outfalls.	Arc GIS	1	Map	No – Maintaining an up-to-date MS4 and outfall inventory does not directly remove pollutants from stormwater. However, it supports pollutant reduction by improving the ability to monitor, inspect, and detect illicit discharges more efficiently.
2	MS4 Outfall Screening: Conduct systematic inspection of outfalls in the MS4 in order to identify the presence of illicit discharges.	Inspection Records	0	Illicit Discharges Found	Yes – Systematic outfall screening directly reduces pollutants by identifying and addressing illicit discharges before they impact water quality.

2	Interagency Agreements: Develop interagency agreements for cooperative illicit discharge elimination activities where applicable (cities of Lakeway, Bee Cave and Travis County).	N/A	0	Agreements	No – While interagency agreements improve coordination and enforcement efforts for illicit discharge elimination, they do not directly remove pollutants from stormwater. Their impact is indirect, facilitating better response and mitigation efforts.

2	Sanitary Sewer System Overflows: Identify and reduce the occurrences of sanitary sewer system overflows.	Inspection Records	0	Overflows	Yes – Identifying and reducing sanitary sewer overflows directly prevents untreated sewage from entering stormwater systems, thereby reducing pollutant discharge into receiving waters.
2	Illicit Discharges: Facilitating public reporting illicit discharges of water quality impacts associated with discharges into or from the MS4. Review the responses from the public.	Public Reporting	1	Reports Received	Yes – Public reporting helps identify illicit discharges more quickly, allowing for faster response and remediation. By increasing the number of eyes monitoring stormwater pollution, this BMP directly contributes to reducing pollutants in the MS4.

2	Identifying and Eliminating Illicit Discharges: Establish and maintain methods for training field staff.	Training Material	1	Training Sessions	Yes – Training field staff ensures they can properly identify and respond to illicit discharges, leading to their removal and prevention. This directly reduces pollutants entering the MS4 by improving detection and enforcement efforts.

3	Construction Legal Authority: Develop and implement a site plan review process, develop and implement site construction requirements that will minimize stormwater runoff to the MS4. Develop educational materials to encourage the reduction of local construction site runoff for construction activities disturbing one or more acres or sites or less than one acre if part of a larger common plan of development or sale that would disturb one acre or more.	Plan Sets State and Local Requirements	14 1	Construction Site Plans Approved Preconstruction Booklet	Yes – Implementing a site plan review process and construction site requirements directly reduces pollutants by ensuring proper erosion and sediment controls are in place before and during construction. These measures prevent sediment, debris, and other pollutants from entering the MS4.

3	Staff Training on The Subject of Construction Legal Authority: Develop and implement a training on educating all staff on the subject of the established rules and policies to require erosion and sediment controls.	Training Material	2	Staff Trained	Yes – Training staff on erosion and sediment control requirements ensures proper enforcement and adherence to best management practices during construction projects. Educated staff are better equipped to identify and address issues that could lead to pollutants entering the MS4, directly reducing pollution.

4	Post-Construction Runoff Legal Authority: Develop educational materials to encourage post-construction control measures and maintenance of post-construction control measures in areas of new and redevelopment.	Educational Materials	1	Educational Booklet Developed	Yes – Developing educational materials encourages developers, contractors, and property owners to implement and maintain post-construction control measures. By providing information on these controls, it directly promotes the reduction of runoff pollutants and helps ensure the long term effectiveness of stormwater management practices.

4	New Development and Redevelopment Projects Discharges: Establish, implement and maintain a District requirement under the rules and policies or other regulatory mechanism to regulate discharges.	Education Material	1	Preconstruction Booklet Developed	Yes – Establishing and maintaining a regulatory requirement to manage discharges from new development and redevelopment projects directly reduces pollutants by ensuring that stormwater runoff is controlled at the source through proper design and management practices.

5	Catch Basin Cleaning: Reduce sediment and floatable materials discharges by routinely cleaning MS4 catch basin and Stormwater inlet structures.	N/A	0	Catch Basins	Yes – Regular cleaning of catch basins and stormwater inlet structures directly reduces the discharge of sediment and floatable materials by preventing their release into the stormwater system. This proactive maintenance helps reduce pollutants before they can enter waterways.
5	Landscaping and Lawn Care: Reduce the discharge of landscaping and lawn care waste from permittee owned facilities through better mowing and landscaping maintenance practices.	Pesticide / Herbicide Research	0	Pesticides / Herbicides Used	Yes – Improved mowing and landscaping maintenance practices directly reduce the discharge of landscaping and lawn care waste, such as grass clippings and fertilizers, into the stormwater system.

5	Illegal Dumping: Identify and investigate illegal dumping locations owned by the permittee in order to determine the source of materials and encourage reporting of dumpers.	Site Inspections	0	Illegal Dumping Locations	Yes – Identifying and investigating illegal dumping locations directly reduces the discharge of pollutants by addressing and preventing improper waste disposal. By identifying the source and encouraging reporting, it helps to prevent further pollution into the stormwater system.

5	Board of Directors and Staff Educational and Oversight Program: Program to educate District Staff and new board members and review with current board members duties and responsibilities of the SWMP and permit requirements of the Phase II MS4 General Permit and ensure its implementation.	Training Materials	N/A	Website Education Information	No – While educating staff and board members on SWMP responsibilities and permit requirements is essential for ensuring proper implementation, it does not directly reduce pollutants in stormwater. The impact is indirect, focusing on improving oversight and compliance rather than directly removing pollutants.

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (**see Example 3 in instructions):**

MCM(s)	**Measurable Goal(s)**	**Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.**

1.2	Public Safety interaction. Perform public outreach annually through community engagement with a goal of reaching a minimum of a thousand residents each calendar year. Report status to the MS4 Stormwater Committee annually.	This goal was met. The district participated in the Lake Travis Annual Public Safety Day, engaging with residents and providing stormwater education, successfully reaching the goal of 1,000 residents.
1.4	Implement chosen method of public service announcements that are in compliance with state and local public notice requirements and identified topics around and within the district. Perform a minimum of two (2) outreach and announcement events annually via Homeowner Associations, Schools, community engagement through newsletters, event participation, signage, as so forth.	This goal was met. The district participated in the Lake Travis Annual Public Safety Day, providing stormwater education to attendees, and placed stormwater awareness signage in the main office for all customers to see upon entry.
1.6	Commence the review and inspection of labeled storm drains. Provide annual report of the number of storm drains labeled as well as community participation.	This goal was met. The district reviewed the mapping of labeled storm drains and provided a report documenting that no new storm drains were labeled during the reporting period.

1.6	Annually inspect 25 percent of existing stormwater drains for damaged and/ or missing medallions and make repairs.	This goal was not met during the reporting period due to staffing limitations and the transition of the stormwater program to new management. With limited personnel, efforts were focused on maintaining core stormwater responsibilities. Future efforts will aim to assess available resources and resume inspections and repairs.
2.2	Present the MS4 map to the District Board of Directors for review and annual review thereafter.	This goal was met. The MS4 map was presented to the District Board of Directors for review.
2.3	Report annually to the MS4 Stormwater Committee regarding outfall inspections where the presence of illicit discharges were found and action(s) taken.	This goal was met. No illicit discharges were identified during outfall inspections for this reporting period. As a result, no further actions were required. The MS4 Stormwater Committee was informed of the inspection findings as part of the annual report.
2.4	Begin and continue to report annually to partner agencies / municipalities of any identified illicit discharges, as well as recommendations for actions to eliminate such discharges through educational materials and collaborative reporting mechanisms.	This goal was met. Bordering municipalities were notified of applicable identified illicit discharges during the reporting period.

2.4	Report annually to MS4 Stormwater Committee on the status of interagency/ municipal cooperation and its' effect on the MS4. (Number of discharges identified, lessons learned and corrective actions taken.)	This goal was met. An annual report on interagency and municipal cooperation was provided to the MS4 Stormwater Committee, summarizing key activities and outcomes.
2.6	Annually report the reported sanitary sewer system overflows reported by the public.	This goal was met. No sanitary sewer system overflows were reported by the public during the reporting period.
2.7	Annually review the reports submitted by the public and follow through with an inspection in response to complaints.	This goal was met. All reports submitted by the public were reviewed, and inspections were conducted in response to complaints as required.
2.9	Annually train new and current field personnel using the training curriculum as needed.	This goal was met. New and current field personnel received annual training using the established training curriculum as needed.
3.1	Annually perform 100 percent review of all construction sites of one acre or more prior to commencement of soil disturbance to ensure adherence to District control measures.	This goal was met. All construction site plans for projects disturbing one acre or more were reviewed prior to soil disturbance to ensure adherence to District control measures.
3.1	Review annually all site inspections for common deficiencies, corrective actions and lessons learned. Brief the MS4 Stormwater Committee on results of the annual review.	This goal was met. An annual review of site inspections was conducted, identifying common deficiencies, corrective actions, and lessons learned.

3.1	Annually update educational materials to include results of annual site inspection common deficiencies, corrective actions and lessons learned.	This goal was met. The educational materials were reviewed as part of the annual evaluation process. No updates were made, as the existing materials were deemed sufficient.
3.3	Annually train new and current field personnel using the training as needed.	This goal was met. New and current field personnel received training as needed throughout the year to ensure they were informed on stormwater compliance and best management practices.
4.1	Begin annual site inspections of 20 percent of construction projects completed within the previous twelve-months. Report annual inspection results to the MS4 Stormwater Committee.	This goal was met. Over 20% of completed construction projects from the previous twelve months were inspected.
4.3	Annually communicate with the owners or operators of each new development/redevelopment of the regulatory mechanisms set in place.	This goal was met. Annual communication with the owners or operators of new developments and redevelopments is conducted through a preconstruction booklet outlining the regulatory mechanisms in place.
5.3	Annually report to the MS4 Stormwater Committee on the results of all annual inspections performed. (Catch Basins)	This goal was met. An annual report was provided to the MS4 Stormwater Committee, detailing the status of all inspections performed.

5.4	Verify, through annual inspections, that containment and/or composting of trimmings and grass clippings is effective.	This goal is no longer applicable, as the district has transitioned away from composting trimmings and grass clippings. Future efforts will focus on alternative waste management strategies that align with current practices.
5.4	Verify, through annual inspections that use of all herbicides, pesticides, and fertilizers are done in accordance with manufacturers' instructions for application rates and quantities.	This goal is no longer applicable, as the district does not use herbicides, pesticides, or fertilizers. Future efforts will focus on maintaining vegetation through alternative management practices that align with current operations.
5.4	Annually, report to the MS4 Stormwater Committee on the results of all annual inspections. (Lawn Care)	This goal was met. The district successfully reported to the MS4 Stormwater Committee on the results of all annual inspections related to lawn care.
5.5	Annually report to the MS4 Stormwater Committee on the results of all monthly inspections. (Illegal Dumping)	This goal was met. The district successfully reported to the MS4 Stormwater Committee on the results of all annual inspections related to illegal dumping.
5.6	Provide training to all District Staff annually on the MS4 program, it's requirements, best practices and control measures.	This goal was met. The district provided training to all District staff annually on the MS4 program, its requirements, best practices, and control measures through our employee website.

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 MS4 assessed the success of the SWMP at reducing the discharge of pollutants to the Maximum Extent Practicable (MEP) through regular inspections and maintenance activities. Construction sites were routinely inspected to ensure compliance with stormwater regulations. Ponds were inspected on a regular basis and specifically after rain events to assess their functionality and identify any potential water quality concerns. Stormwater inlets and outfalls were periodically inspected and maintained as needed. Additionally, any reports of potential issues from the public or other entities were promptly investigated and addressed. While no laboratory sampling was conducted, these efforts contributed to the ongoing management and protection of stormwater quality within the MS4.

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.

There was not any impaired water within the permitted area that 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).

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.

Not applicable

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

Not applicable

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:

All activities below are from the newly developed SWMP, which was based off of the TCEQ General Permit Number TXR040000 (issued on August 15, 2024).

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	Company Website	Maintain a webpage that provides current and accurate information on stormwater quality topics relevant to residents, contractors, and district staff. Conduct an annual review of the webpage to verify the accuracy of all information and the functionality of all links. Update the webpage as necessary to ensure year-round access to current resources and educational materials.	This activity ensures our company website remains a reliable source of stormwater quality information for residents, contractors, and staff. Annual reviews and updates will enhance accessibility and promote awareness of stormwater best practices and compliance initiatives.

1	Social Media Campaign	Post a minimum of four times each year on at least one social media platform, ensuring that: Each post addresses strategies for minimizing adverse stormwater impacts or improving the quality of stormwater runoff. Messages are seasonally appropriate and relevant to the target audience. At least one post is made per quarter, with all quarterly posts remaining visible for the full year.	This campaign aims to engage our audience by posting at least four times a year on social media, focusing on strategies to minimize stormwater impacts. By ensuring messages are seasonally relevant and accessible year-round, we enhance community awareness and encourage proactive participation in stormwater management practices.
1	Article Publishing	Develop a minimum of two articles each year that are group specific and address activities or pollutants of concern, ensuring the topics are seasonally appropriate for the target audience. Ensure articles are published in local newspapers or newsletters, or distributed electronically to effectively reach the intended audience.	This activity involves creating at least two group-specific articles annually to address seasonal pollutants and activities of concern. By publishing these articles in local newspapers or newsletters, we aim to effectively educate and inform the community about stormwater issues.

1	Drain Labeling Program	Mark a minimum of 10% of all known stormwater inlets each year in high-impact or impaired areas within the MS4 jurisdiction. Once all stormwater inlets have been marked, inspect and maintain markers on at least 15% of these inlets annually.	This program focuses on marking at least 10% of stormwater inlets each year in high-impact or impaired areas to raise awareness about pollution prevention. Ongoing inspections and maintenance of at least 15% of these markers will ensure their visibility and effectiveness, reinforcing the message to the community about protecting our water quality.
2	Public Education Displays	Set up an educational display or booth at least once annually at a public event, such as Public Safety Day, to provide information about stormwater management, water quality issues, and pollution prevention. Properly staff the booth, and provide interactive educational materials to engage attendees and increase public understanding of local stormwater issues.	This activity aims to set up an educational display at least once a year at a public event, like Public Safety Day, to inform the community about stormwater management and pollution prevention. By providing interactive materials and engaging staff, we enhance public understanding and encourage community involvement in protecting local water quality.

2	Public Input	Conduct at least one public survey annually to gather input on stormwater program implementation. Distribute the survey to at least 75% of the intended audience and develop a method to track and estimate audience reach to evaluate BMP effectiveness.	This activity involves conducting an annual public survey to gather valuable input on stormwater program implementation. By targeting at least 75% of the intended audience and tracking reach, we aim to assess BMP effectiveness and enhance community engagement in stormwater management initiatives.
2	Public Board Meeting	Conduct a board meeting annually to gather community input on stormwater program implementation. Ensure the event is accessible and publicized to at least 75% of the target audience. Collect and review feedback from attendees to identify areas for improvement in the program and address community concerns. Track and estimate attendance from the intended audience to gauge effectiveness and identify any outreach gaps.	This activity involves hosting an annual board meeting to solicit community input on stormwater program implementation. By ensuring accessibility and promoting the event to at least 75% of the target audience, we aim to gather valuable feedback and identify areas for improvement, ultimately enhancing community involvement and program effectiveness.

3	MS4 Map	Maintain an accurate MS4 map that reflects the current layout and features of the stormwater system, ensuring it is updated at least once annually. Review any changes to the MS4 area, including additions, removals, or modifications of stormwater features. Document all updates and any identified gaps or areas needing future mapping.	This activity focuses on maintaining an accurate MS4 map by updating it at least once a year to reflect the current stormwater system layout and features.
3	Staff Training	Conduct annual training sessions for all MS4 field staff, ensuring that 100% of staff members who may encounter or observe illicit discharges, illegal dumping, or illicit connections receive the necessary training. Evaluate the effectiveness of the training through feedback and assessments, making adjustments to the content and delivery methods as needed.	This activity involves conducting annual training sessions for all MS4 field staff to ensure 100% participation in identifying illicit discharges and illegal dumping. By evaluating training effectiveness through feedback and assessments, we aim to continually improve content and delivery.

3	Public Reporting Mechanisms	Maintain a public reporting method on the district website to allow the public to report illicit discharges, illegal dumping, or water quality issues, ensuring it remains active and accessible at all times. Publicize the reporting method twice a year through various channels, aiming to reach a significant portion of the intended audience. Implement a tracking system to assess the percentage of the audience reached and adjust strategies as needed for maximum outreach.	This activity focuses on maintaining an accessible public reporting method on the district website for reporting illicit discharges and water quality issues. By publicizing the reporting method twice a year and implementing a tracking system, we aim to enhance community engagement and ensure effective responses.

3	Illicit Discharge Response	Develop and maintain clear, effective procedures for responding to illicit discharges, illegal dumping, and spills. Review and update these procedures annually to reflect any regulatory changes or identified improvements to response strategies.	This activity involves developing and maintaining clear procedures for responding to illicit discharges and illegal dumping. Annual reviews and updates will ensure our response strategies remain effective and compliant with regulatory changes.

3	Illicit Discharge Investigation	Investigate 100% of known illicit discharges and illegal dumping incidents within MS4 jurisdiction each year. Respond within 24 hours to 100% of high-priority discharges, including sanitary sewer discharges, or notify the appropriate agency if jurisdictional limits apply. For incidents outside MS4 jurisdiction, notify the relevant MS4 operator or the TCEQ regional office for 100% of cases annually. Report 100% of illicit flows immediately to TCEQ when they pose an immediate threat to human health or the environment.	This activity aims to investigate 100% of known illicit discharges and illegal dumping incidents annually, ensuring timely responses to high-priority cases within 24 hours.

3	Illicit Discharge Elimination	For 100% of identified illicit discharges or illegal dumping incidents with a determined source, notify the responsible party within 24 hours. Ensure that the responsible party completes all corrective actions necessary to eliminate the illicit discharge or illegal dumping.	This activity focuses on notifying responsible parties of identified illicit discharges or illegal dumping within 24 hours of source determination. By ensuring that all necessary corrective actions are completed, we aim to effectively eliminate these incidents.
3	Illicit Discharge Inspection Procedures	Maintain clear written procedures for conducting inspections in response to complaints and verifying corrective actions. Review and update inspection procedures at least once annually to reflect changes and improvements.	This activity involves maintaining clear written procedures for conducting inspections related to complaints and verifying corrective actions. By reviewing and updating these procedures annually, we ensure they remain effective and responsive to any changes or improvements in stormwater management practices.

3	Responding to Complaints	Respond to 100% of complaints each year by conducting inspections according to established procedures. Conduct follow-up inspections for 100% of cases where necessary, as outlined in the inspection procedures.	This activity ensures that we respond to 100% of complaints each year by conducting inspections per established procedures.
4	Regulatory Mechanisms	Review the district regulatory requirements to ensure an ordinance or regulatory mechanism that requires operators of construction activities to implement and maintain effective stormwater control measures.	This activity focuses on reviewing district regulatory requirements to establish an ordinance that mandates effective stormwater control measures for construction activities.

4	Prohibited Discharges	Review the district regulatory requirements to ensure an ordinance or regulatory mechanism exists, that explicitly prohibits the following discharges: A. Wastewater from washout of concrete and wastewater from water well drilling operations, unless managed by appropriate controls. B. Wastewater from washout and cleanout of stucco, paint, release oils, and other construction materials. C. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance. D. Soaps or solvents used in vehicle and equipment washing. E. Discharges from dewatering activities, including discharges from dewatering of trenches and excavations, unless managed by appropriate BMPs.	This activity involves reviewing district regulatory requirements to ensure an ordinance exists that explicitly prohibits discharges of a variety of specific pollutants.

4	Site Plan Review	Ensure that all new construction site plans are reviewed according to established site plan review procedures before construction begins, with attention to water quality impacts. Incorporate water quality considerations into 100% of reviewed plans and confirm that they meet the TPDES Construction General Permit (CGP) requirements, including necessary construction site control measures. Review and update site plan review procedures annually to incorporate regulatory updates, feedback from board members, and any procedural improvements to enhance effectiveness.	This activity focuses on reviewing all new construction site plans before construction begins, ensuring that water quality impacts are addressed.

4	Construction Project Inspection Procedures	Develop and maintain written procedures for inspecting construction projects, outlining inspection criteria, timing, and steps for ensuring compliance. Review and update inspection procedures at least once annually to reflect any regulatory updates or process improvements.	This activity involves developing and maintaining written procedures for inspecting construction projects, detailing criteria, timing, and compliance steps.
4	Construction Site Inspections	Conduct inspections at a minimum of 80% of active construction sites each year according to the established procedures. Perform follow-up inspections in 100% of cases where compliance issues are identified to ensure corrective actions have been implemented effectively.	This activity focuses on conducting inspections at a minimum of 80% of active construction sites each year per established procedures. By performing follow-up inspections in all cases where compliance issues are identified, we ensure effective implementation of corrective actions and promote adherence to stormwater management standards.

4	Public Concerns	Set up a public submission feature on the MS4 webpage to collect and consider public input specifically about construction activities and stormwater concerns. Maintain and update the public submission process to ensure public concerns are received, tracked, and reviewed effectively.	This activity involves setting up a public submission feature on the MS4 webpage to gather input on construction activities and stormwater concerns. By maintaining and updating this process, we ensure that public concerns are effectively received, tracked, and reviewed.
4	Staff Training	Ensure 100% of MS4 staff whose primary job duties are related to implementing the construction stormwater program receive training annually, including staff involved in permitting, plan review, site inspections, and enforcement. Review and update training materials annually to reflect any changes in regulations, procedures, or best practices.	This activity ensures that 100% of MS4 staff involved in the construction stormwater program receive annual training on regulations, procedures, and best practices.

5	Regulatory Mechanisms	Review the district regulatory requirements to ensure an ordinance or regulatory mechanism exists to address post-construction runoff from new development and redevelopment projects, ensuring owners or operators design, install, implement, and maintain appropriate BMPs.	This activity involves reviewing district regulatory requirements to confirm that an ordinance is in place addressing post-construction runoff from new development and redevelopment projects.
5	Record Keeping	Document and retain records of all enforcement actions related to post-construction runoff. Ensure availability of records for TCEQ review within 24 hours of request.	This activity involves documenting and retaining records of all enforcement actions related to post-construction runoff. By ensuring these records are readily available for TCEQ review within 24 hours of request, we enhance transparency and accountability in our stormwater management practices.

5	Ensuring Long Term Maintenance	Ensure that maintenance plans are implemented for 100% of structural stormwater control measures maintained by the district each year. Require 100% of new development or redevelopment site owners or operators to develop and implement maintenance plans for any structural controls installed on-site. Ensure that site owners or operators maintain documentation of 100% of maintenance performed, and make this documentation available for review by the district or TCEQ within 24 hours of request.	This activity focuses on implementing maintenance plans for 100% of the district's structural stormwater control measures each year. By requiring site owners or operators of new development or redevelopment projects to develop and maintain these plans, we ensure effective long-term maintenance of stormwater controls.

6	Facility Inventory	Develop and maintain an annual inventory for 100% of the permittee-owned and operated facilities and stormwater controls within the regulated MS4 area. Ensure the inventory includes all applicable permit numbers, registration numbers, and authorizations for each facility or control, covering the full range of facilities listed in Part IV.D.6.(b)(1) of the TPDES General Permit. Review and update the inventory at least annually to reflect any changes, additions, or deletions of facilities and controls as applicable.	This activity involves developing and maintaining an annual inventory of 100% of permittee-owned and operated facilities and stormwater controls within the regulated MS4 area. Reviews and updates will be conducted annually to reflect any changes, additions, or deletions, ensuring accuracy and compliance.

6	Employee Training	Conduct at least one training session annually for 100% of employees responsible for implementing pollution prevention and good housekeeping practices. Ensure training materials (in-person, videos, or reading materials) are available and accessible to all applicable employees. Maintain a training attendance list for all sessions to be available for TCEQ review upon request. If using contractors, verify that 100% of applicable contract staff are trained annually through contract language or a similar method	This activity ensures that 100% of employees responsible for implementing pollution prevention and good housekeeping practices receive at least one annual training session.
6	Proper Waste Disposal	Ensure 100% of waste materials removed from the small MS4 are disposed of in compliance with 30 TAC Chapters 330 or 335 annually.	This activity ensures that 100% of waste materials removed from the small MS4 are disposed of in accordance with 30 TAC Chapters 330 or 335 each year.

6	Contractor Requirements	Ensure that 100% of contractors hired by the district to perform maintenance activities on permittee-owned facilities are contractually required to comply with all applicable stormwater control measures, good housekeeping practices, and facility-specific stormwater management operating procedures. Implement oversight procedures for 100% of contractor activities annually to confirm the use of appropriate control measures and SOPs. Maintain oversight procedures on-site at all times and ensure they are available for review by TCEQ within 24 hours of request.	This activity mandates that 100% of contractors engaged for maintenance on permittee-owned facilities comply with all relevant stormwater control measures and operating procedures. Annual oversight procedures will be implemented to confirm adherence to these standards, ensuring effective management of stormwater practices.

6	Operation & Maintenance Activities	Annually evaluate 100% of O&M activities for their potential to discharge pollutants in stormwater. This includes, but is not limited to: A. Road and parking lot maintenance (e.g., pothole repair, pavement marking, sealing, re-paving) B. Bridge maintenance (e.g., re-chipping, grinding, saw cutting) C. Cold weather operations (e.g., plowing, sanding, application of deicing and anti-icing compounds, snow disposal area maintenance) D. Right-of-way maintenance (e.g., mowing, herbicide and pesticide application, planting vegetation) Review procedures associated with each O&M activity, and identify potential	This activity involves the annual evaluation of 100% of operation and maintenance (O&M) activities for their potential to discharge pollutants into stormwater. This includes a comprehensive review of maintenance procedures for roads, bridges, cold weather operations, and right-of-way activities. The evaluation will identify potential improvements to mitigate pollutant discharge, ensuring that all O&M practices align with our commitment to maintaining stormwater quality and environmental protection.

		improvements to reduce pollutant discharge where applicable.	
6	Identify Pollutants from Operation & Maintenance	Create a list of pollutants of concern that could be discharged from all O&M activities, including metals, chlorides, hydrocarbons (e.g., benzene, toluene, ethyl benzene, xylenes), sediment, and trash. Maintain a comprehensive list of identified pollutants related to all O&M activities. Review and update the pollutants list annually to account for any new O&M activities or changes.	This activity involves creating and maintaining a comprehensive list of pollutants of concern that could be discharged from all operation and maintenance (O&M) activities, such as metals, chlorides, hydrocarbons, sediment, and trash.

6	Pollution Prevention	Develop and implement pollution prevention measures to reduce stormwater pollutants from permittee-owned operations. A. Track 100% of deicing and anti-icing compound applications in the MS4 area and record the amount used annually. B. Place barriers around or conduct runoff away from 100% of deicing chemical storage areas to prevent discharge into surface waters each year.	This activity focuses on developing and implementing pollution prevention measures to minimize stormwater pollutants from permittee-owned operations.

6	Inspection of Pollution Prevention Measures	Ensure proper functioning of pollution prevention measures at permittee-owned facilities through annual visual inspections. Develop and maintain written procedures for inspections, including frequency and methodology. Review and update the inspection procedures at least one time annually to address changes or additions to the pollution prevention measures Maintain a log of inspections for TCEQ review upon request.	This activity involves conducting annual visual inspections of pollution prevention measures at permittee-owned facilities to ensure they are functioning properly.

6	Structural Control Maintenance	Perform annual maintenance on 100% of structural controls to maintain their effectiveness. Develop and maintain written procedures that define the frequency and methodology of inspections and maintenance. Review and update written procedures annually to reflect any changes or additions.	This activity requires performing annual maintenance on all structural controls to ensure they remain effective.

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)
A new SWMP has been developed based on the TCEQ General Permit Number TXR040000 which was issued on August 15, 2024.		

Note: If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible, and why the replacement BMP is expected to achieve the goals of the original BMP.

3. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land, etc.).

G. Additional BMPs for TMDLs and I-Plans

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans.

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

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 ___ 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:_____

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):

   Because the District overlaps jurisdictional boundaries with the City of Austin, City of Bee Cave, City of Lakeway, and Travis County, Site Notices aren't always submitted to the District.

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):_____ Title:_____

Signature: _____ Date:_____

Name of MS4_____

K. Exhibit Table of Contents

Exhibit A – Public Safety Day

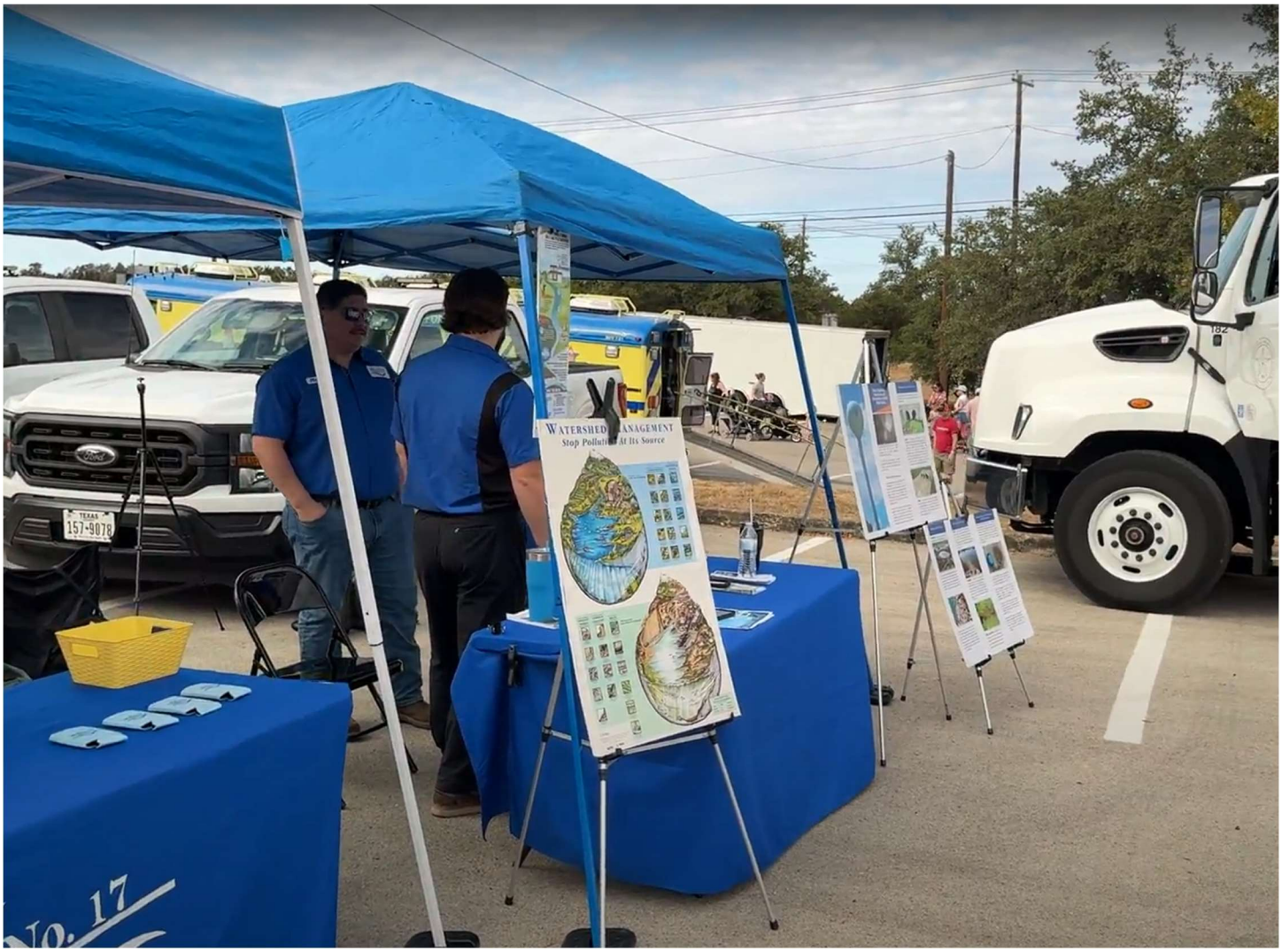
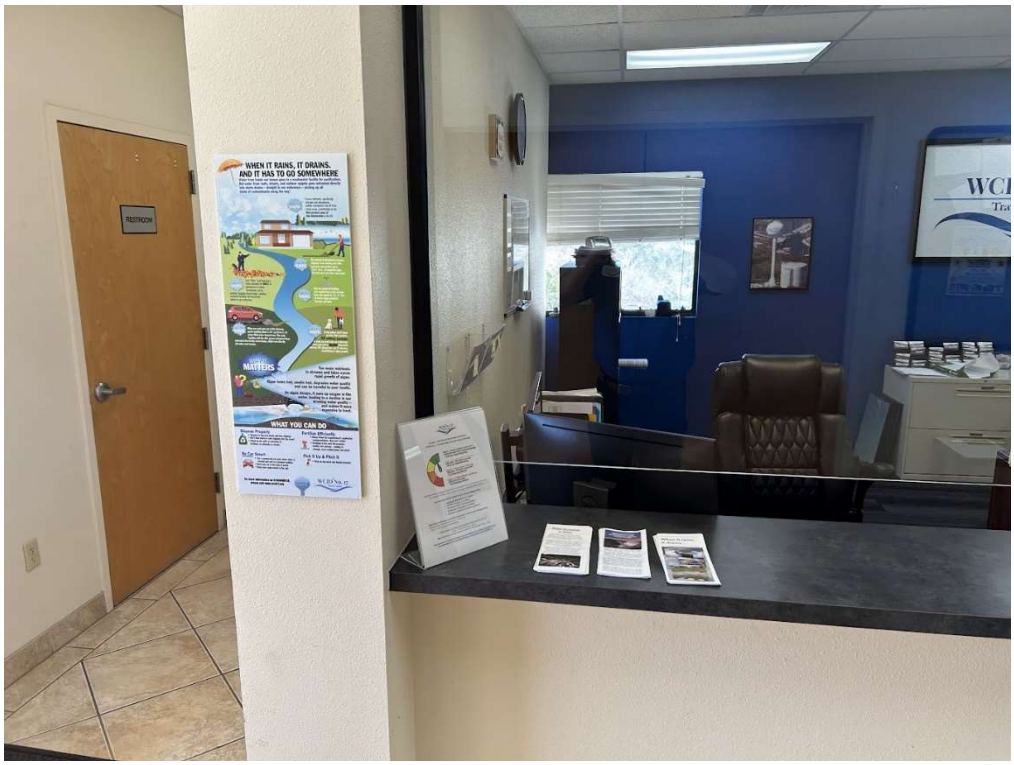


Exhibit B – Public Education Signage



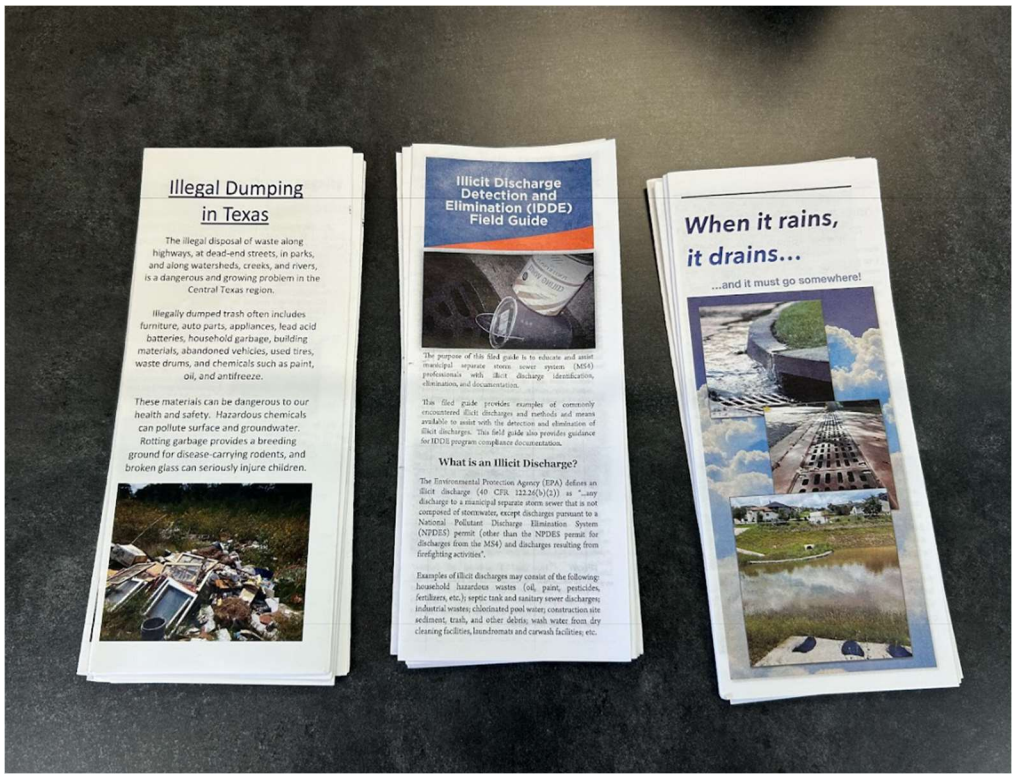


Exhibit C – Example of Storm Drain Medallion Mapping

Exhibit D – MS4 Map on GIS

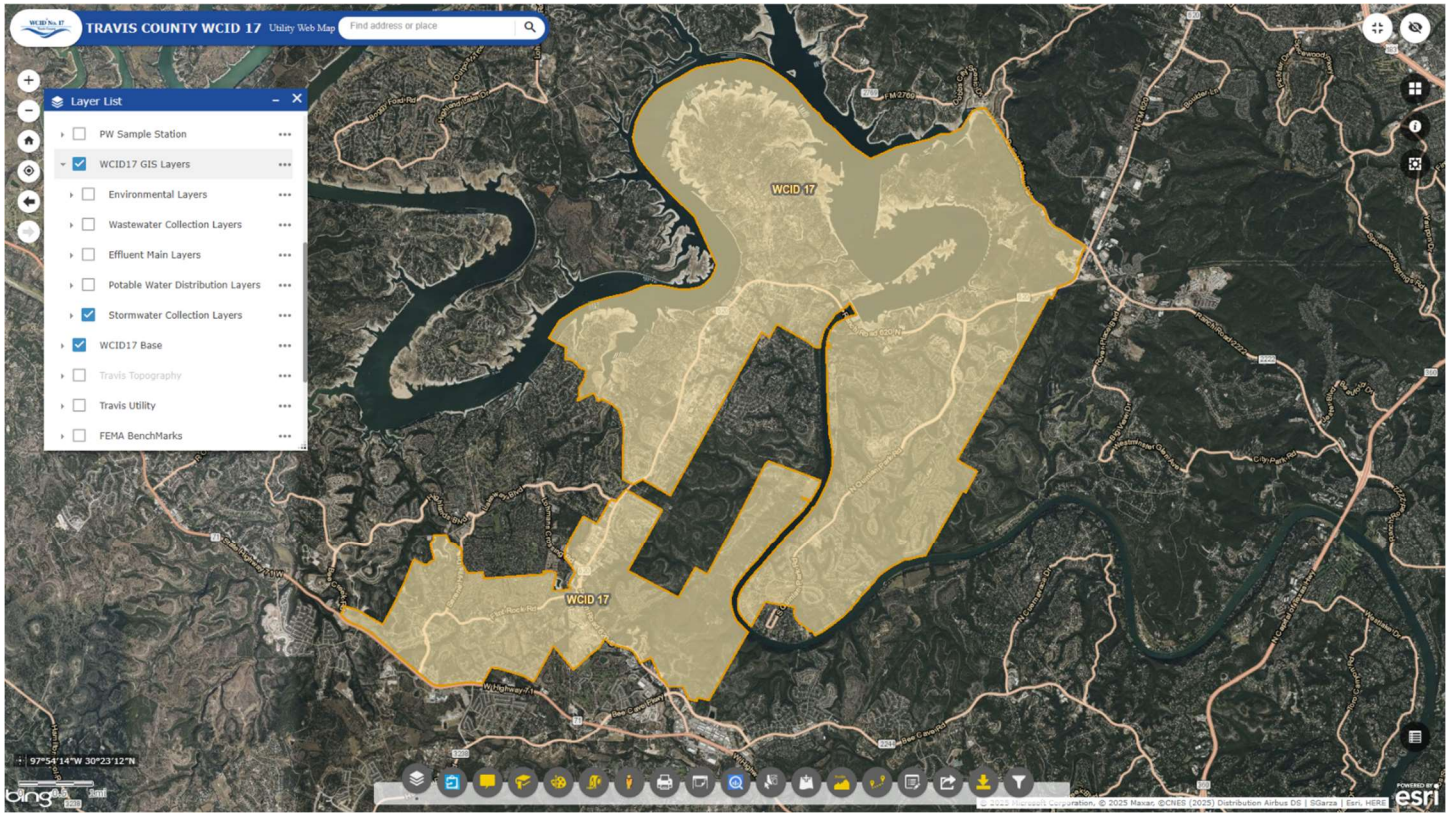


Exhibit E – Board of Directors / Stormwater Committee Meeting Minutes

WCID No. 17
Travis County

3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

A Regular Meeting of the Board of Directors of Travis County Water Control & District No. 17 was held at the District office located at 3812 Eck Lane, Austin, TX 78734, Thursday, December 19, 2024, at 6:00 pm. This meeting was scheduled and conducted in compliance with the Texas Open Meetings Act.

I. CALL TO ORDER
President Roberts called the meeting to order at 6:00 p.m.

II. ESTABLISH A QUORUM
Director Roberts announced a quorum of five Directors. Also present, were Green Civil Design Engineer Will Pena; General Counsel Lauren Kalisek; and WCID No. 17 employees:
Jason Homan, CEO& General Manager (GM Homan)
Joseph Kunz, Chief Operating Officer
Veronica Ellis, Chief Finance Officer
Michelle Segovia, Public Relations Specialist
Paula Neeley, Executive Assistant

III. MANAGER AND COMMITTEE REPORTS

A. MANAGER'S REPORT: STATUS OF DISTRICT OPERATIONS, FINANCES, DISTRICT CONSTRUCTION PROJECTS, DEVELOPER CONSTRUCTION PROJECTS, DISTRICT ADMINISTRATION, MANAGEMENT, AND DISTRICT PLANNING.
- GM Homan stated that the District held a meeting with Stratus, the City of Lakeway, and the Legends communities. The District will renew the agreement with a number of revisions, including an easement across the new public road and a separate easement for a wastewater gravity line that crosses what will become the new Lakeway City Park.
- GM Homan spoke at the Lakeway City Council meeting on December 16, 2024. He provided an update on how the District is handling the current level of development and an educational presentation on the District Storm Water Program.

B. COMMITTEE REPORTS
1. COMMUNICATION/PARKS & CONSERVATION COMMITTEE
2. LEGAL COMMITTEE – December 9, 2024
3. PLANNING COMMITTEE – November 5, 2024
4. BUDGET AND FINANCE COMMITTEE
5. POLICY COMMITTEE – December 10, 2024
6. IMPACT FEE ADVISORY COMMITTEE – November 18, 2024
7. STORMWATER COMMITTEE
8. REUSE IRRIGATION WATER COMMITTEE (ADHOC)
9. EXECUTIVE COMPENSATION & RETENTION COMMITTEE (ADHOC)

IV. 6:15 PM, PUBLIC COMMENT
Public comment was opened at 6:19 p.m.
Naomi Bludworth thanked the board for taking the time to hear her concerns. She stated that she is a 25-year resident of the River Ridge community. She stated that she respectfully requests the board to delay any decision-making, related to the waterline improvement projects referred to in New Business I. She further stated that after receiving the notice in late October informing residents of River Ridge of this substantial fee increase, she and several others are attempting to organize neighbors in five different neighborhoods within the River Ridge area, of which the vast majority are not represented by an association. They meet weekly to collect information and resources, look for additional funding, and inform the neighbors of the waterline issues. One of the main concerns of the volunteers is that the neighborhood includes many low and moderate-income residents, some of who are elderly and on fixed incomes and cannot absorb the fees and tax increase. They are worried that if the project moves forward as planned and those increases take place it would increase the gentrification of the neighborhood and push many residents who have been there 30-50 years out of their homes. Mrs. Bludworth explained that the volunteer committee has reached out to Commissioner Brigid Shea and state legislators to assist in procuring funding and they are committed to working with WCID No. 17 to develop a plan that addresses the waterline needs while also prioritizing the financial limitations of the residents who are least able to pay. Director Michaud asked Mrs. Bludworth how long she is

requesting the Board to delay taking action. She stated she didn't have a specific timeline, but long enough for the residents to gather more information and source outside funding. Discussion took place regarding how the volunteers are communicating with the River Ridge residents, the lack of fireflow, and setting up a town hall meeting. The Board of Directors thanked Mrs. Bludworth for her time and the work that she has put in with her other volunteers.
Motion: Director Roberts to close public comment.
Second: Director Michaud
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0
Director Smith closed public comment at 8:31 p.m.

V. CONSENT AGENDA

A. REVIEW THE PAY ESTIMATES FROM NOVEMBER 2024 FOR VARIOUS CONSTRUCTION PROJECTS IN THE DISTRICT.
1. Delsie Dr. Wastewater Line 2024, Black Rock Industries, Pay Estimate No. 4
2. Quinlan Park Landscaping, Revegetation & Irrigation, Urban Dirt, LLC, Pay Estimate 3
3. **Mansfield WTP Expansion- Construction, Payton Construction, Inc., Pay Estimate No. 30/ Final Release of Retainage**
4. Quinlan Park Water Line Improvements, JKB Construction Company, LLC, Pay Estimate No. 20
5. Flintrock Effluent Improvements Phase I, Austin Engineering Co. Inc., Pay Estimate No. 21
6. FR & SH Effluent Improvements Phase 2, DN Tanks, Pay Estimate No. 19
7. Quinlan Park Water Line Improvements, JKB Construction Company, LLC, Change Order No. 10
8. Quinlan Park Landscaping, Revegetation & Irrigation, Urban Dirt, LLC, Change Order No. 6

B. NOVEMBER 2024 DEVELOPER PAY ESTIMATES AND CHANGE ORDERS FOR THE LOHMANS DEFINED AREA
1. Tuscan Village PUD Section 2, Joe Bland Construction, LP, Pay Application No. 7
2. Tuscan Village PUD Section 2, Joe Bland Construction, LP, Pay Application No. 8

C. REVIEW THE PAY ESTIMATES FROM DECEMBER 2024 FOR VARIOUS CONSTRUCTION PROJECTS IN THE DISTRICT.
1. Flintrock Effluent Improvements Phase I, Austin Engineering Co. Inc., Pay Estimate No. 22
2. FR & SH Effluent Improvements Phase 2, DN Tanks, Pay Estimate No. 20

D. DECEMBER 2024 DEVELOPER PAY ESTIMATES AND CHANGE ORDERS FOR THE LOHMANS DEFINED AREA
1. Tuscan Village PUD Section 2, Joe Bland Construction, LP, Pay Application No. 9
2. The Enclave at Lohmans CBD No. 5331, Joe Bland Construction, LP, Change Order No. 1

E. REVIEW INVOICES FROM NOVEMBER 2024.
F. REVIEW INVOICES FROM DECEMBER 2024.
G. APPROVE MINUTES – Regular Meeting held October 17, 2024
Motion: Director Smith to approve the Consent Agenda.
Second: Director Michaud
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

VI. NEW BUSINESS

A. DISCUSS/CONSIDER/TAKE ACTION ON THE ADOPTION OF THE ORDER DECLARING ELECTION RESULTS.
GM Homan explained that the District held an uncontested election on November 4, 2024. It is required that the Board of Directors adopt the Order declaring the election results, reelecting Director Roberts and Director Martinez for another four-year term.
Motion: Director Michaud to adopt the Order Declaring the 2024 District Election Results.
Second: Director Harlan
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

B. DISCUSS/CONSIDER/TAKE ACTION ON CERTIFICATES OF ELECTION AND OATHS OF OFFICE.
Ms. Paula Neeley administered the Oath of Office to Directors Roberts and Martinez. **No action was taken.**

C. DISCUSS/CONSIDER/TAKE ACTION ON ELECTION OF BOARD OFFICERS.

Motion: Director Roberts nominated Director Smith as Board President.
Second: Director Michaud
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

Motion: Director Smith nominated Director Michaud as Board Vice President.
Second: Director Martinez
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

Motion: Director Michaud nominated Director Harlan as Board Secretary.
Second: Director Roberts
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

Motion: Director Roberts nominated Director Martinez as Alternate Secretary.
Second: Director Michaud
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

D. DISCUSS/CONSIDER/TAKE ACTION REGARDING THE DISTRICT PROCESS FOR ASSESSING WATER CAPACITY.

The Board of Directors took a break at 6:53 p.m. and upon returning entered Executive Session at 6:59 p.m. The Board exited the Executive Session at 7:58 p.m. and returned to the regular session. **No action was taken.**

E. DISCUSS/CONSIDER/TAKE ACTION ON THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) ANNUAL REPORT AND THE STORMWATER MANAGEMENT PROGRAM TPDES PHASE II MS4 GENERAL PERMIT 2024-2029.

GM Homan explained that the District MS4 Permit is derived from the Texas State Permit. Training on the new permit was provided by the Texas Water Development Board in August 2024 and applications were due no later than December 31, 2024. Permits are now filed online but are very similar to the past permits. The same Minimum Control Measures or MCM's are in place and the District has specific steps on how to accomplish them. GM Homan reviewed the topic of MCMs with the Board of Directors and advised them that was also provided in the backup material.
Motion: Director Michaud to accept the MS4 Annual Report and General Permit for 2024-2029.
Second: Director Martinez
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

F. DISCUSS/CONSIDER/TAKE ACTION ON ADOPTION OF DISTRICT RULES AND POLICIES:

1. AMEND SECTION 3.9.5 WATER LOSS ADJUSTMENT
2. ADD SECTION 7.9 COVERED APPLICATIONS AND PROHIBITED TECHNOLOGY POLICY

GM Homan advised the Board that item one would need to be pushed to a future board meeting. Item two will ensure the District complies with Senate Bill 1893 by adding a new section to the District Rules and Policies covering the prohibited technology. Mr. Kunz explained how the District will implement the policy using multimedia device software that only allows the IT/SCADA Department to add apps to the phones. He further discussed a few of the apps and companies that were on the banned list.
Motion: Director Michaud to adopt the order adding section 7.9 Covered Applications and Prohibited Technology to the District Rules and Policies.
Second: Director Harlan
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

G. DISCUSS/CONSIDER/TAKE ACTION REGARDING THE WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 2024 WATER CAPITAL IMPROVEMENT PLAN.

GM Homan explained that a year ago he and Mr. Pena reviewed the entire system for additional capacity and

efficiency. The City of Lakeway changed zoning to allow multifamily units to be built driving demand in the Southern portion of the District. GM Homan asked Mr. Pena to explain the updated 2024 Water Capital Improvement Plan. Mr. Pena stated that he recommended no changes to the wastewater impact fees for Commanders Point, Flintrock, or Steiner Ranch at this time. Mr. Pena reminded the Directors about the study that was presented to the Board to optimize additional capacity to the Eck Lane Water Treatment Plant. To do this, the District would adjust the pressure plane from the Eck Lane Water Treatment Plant to the MWTP which would open up approximately 220 LUEs. To expand the MWTP to 14MGD an additional rack and a pump would need to be added. GM Homan discussed the growth rate and capital improvement project summary. District Staff recommended the water impact fee be raised by $750 or 8.4% from 2022, bringing the impact fee total to $9,693 per LUE. Big Daves and Round Mountain are single points of failure of the infrastructure in the District. The improvements recommended would alleviate both of these issues. A bond would be required to fund this work. **No action was taken.**

H. DISCUSS/CONSIDER/TAKE ACTION REGARDING ADOPTION OF AN ORDER SETTING A PUBLIC HEARING TO DISCUSS AND REVIEW PROPOSED UPDATES TO THE WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 WATER CAPITAL IMPROVEMENT PLAN.

Motion: Director Michaud to adopt the order setting a public hearing on February 20, 2025, at 6:45 p.m. to discuss and review the proposed updates to the Water Control and Improvement District No. 17 Water Capital Improvement Plan and Impact Fees.
Second: Director Harlan
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

I. DISCUSS/CONSIDER/TAKE ACTION REGARDING PROPOSED WATERLINE IMPROVEMENT PROJECTS IN APACHE SHORES AND RIVER RIDGE AREAS.

GM Homan explained that Apache Shores and River Ridge had a small number of lines improved to 6" lines at the time WCID No. 17 began running their respective systems. He is recommending to remove these lines from the proposed improvement plans for these areas as the community is not at fault that they were not sized to 8" at the time of their upgrades. In River Ridge, this would remove 2 of 8 projects bringing the estimated improvement costs down from $13.6M to $9.3M. For Apache Shores, this would remove 6 of 52 projects bringing the estimated improvement costs down from $74.5M to $59.7M. **No action was taken.**

J. DISCUSS/CONSIDER/TAKE ACTION REGARDING REPAIR WORK AT THE STEINER RANCH WASTE WATER TREATMENT PLANT EFFLUENT TANKS.

GM Homan reviewed the work that had been done on the Steiner Ranch Waste Water Treatment Plant effluent tanks. While working on the first tank there was additional rehabilitation that was identified by the contractor. This work was authorized and has since been completed. FY2025 tank repair work will be awarded and multiple items were discussed and identified as being able to be pushed into the FY2026 tank rehabilitation project offsetting the expense. **No action was taken.**

K. DISCUSS/CONSIDER/TAKE ACTION REGARDING CONTRACT AWARD FOR THE TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17'S 2025 STORAGE TANK REHABILITATION PROJECT TO CTEX CONSTRUCTION SERVICES LLC. AND QUALITY ASSURANCE INSPECTION BY HOT INSPECTIONS, A PUBLIC BID PROCUREMENT IN THE AMOUNT OF $292,800.00 AS RECOMMENDED BY THE DISTRICT STAFF.

Mr. Kunz stated that two proposals were received for the 2025 Storage Tank Rehabilitation project. project. This Project was bid utilizing the Competitive Sealed Proposal method which allows each proposal to be evaluated and ranked in relation to the selection criteria specified. The Base Bid for the Project includes the rehabilitation of the Eck Lane Clearwell #1, LTSD Tank #1, LTISD Tank #2, and Round Mountain Ground Storage Tank #1. An evaluation was performed on the experience, reputation, and safety. Staff reviewed the qualifications and recommended that CTEX Construction Services LLC. be awarded the contract for $267,300.

Motion: Director Michaud to award the contract to CTEX Construction Services LLC. for $267,300 for the FY2025 Tank Rehabilitation Project as recommended by District Staff.
Second: Director Harlan
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

L. DISCUSS/CONSIDER/TAKE ACTION REGARDING THE ENCLAVE AT LOHMANS, STREETS, STREET EXCAVATION, WATER, WASTEWATER, DRAINAGE AND EROSION CONTROL IMPROVEMENTS CONTRACT AWARD TO JOE BLAND CONSTRUCTION, LP IN THE AMOUNT OF $12,642,420.00.

GM Homan reminded the Board about the Development Agreement with Legends Community that allowed them to bid on the job and begin work. The Board would then review the work and ensure it meets TCEQ requirements before approving the contract. Mr. Brendan McEntee from the offices of Carlson, Brigance & Doering, Inc., (CBD) thanked the Board of Directors for their time and gave a quick synopsis of the work that had been completed.

Motion: Director Martinez to award the contract to Joe Bland Construction, LP. for $12,642,420.00 regarding the Enclave at Lohman's for streets, street excavation, water, wastewater, drainage, and erosion control improvements.
Second: Director Harlan
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

M. DISCUSS/CONSIDER/TAKE ACTION REGARDING ENGAGING CLEARPATH LAND SERVICES IN A MASTER SERVICES AGREEMENT FOR EASEMENT ACQUISITION RELATED TO WATER CAPITAL IMPROVEMENT PLAN IMPROVEMENTS ALONG RANCH ROAD 620.

GM Homan requested the Board authorize engagement with ClearPath Land Services for easement acquisition. The District does not have the staffing capability or proper skillset to complete this task. These easements are along RR620 from Murfin Road to Eck Lane and ClearPath Land Services will negotiate with landowners, obtain quotes from surveying contactors if needed, complete abstracting services, and provide a closing package.

Motion: Director Michaud to authorize the General Manager to engage with ClearPath Land Services regarding a Master Service Agreement for easement acquisition.
Second: Director Harlan
Ayes: 5 **Abstain:** 0
Noes: 0 **Carries:** 5/0

VII. EXECUTIVE SESSION

THE BOARD WILL MEET IN EXECUTIVE SESSION TO RECEIVE ADVICE FROM ITS ATTORNEY IN ACCORDANCE WITH TEXAS GOVERNMENT CODE SECTION 551.071 CONSULTATION WITH ATTORNEY REGARDING AGENDA ITEMS D.

VIII. ADJOURNMENT

Motion: Director Harlan to adjourn.
Second: Director Martinez
Ayes: 5 **Abstain**: 0
Noes: 0 **Carries**: 5/0
Director Smith adjourned the meeting at 8:42 p.m.

Approved this 16th day of January 2025, with a motion by Director Martinez and a Second by Director Michaud

Ayes 5 Noes 0 Abstained 0

Presiding Officer

Secretary

Exhibit F – Communication with Adjacent Municipalities

Gmail

Stashek, Ethan <estashek@wcid17.org>

1005 Crestone Stream Dr

4 messages

Stashek, Ethan <estashek@wcid17.org> Mon, Apr 29, 2024 at 4:38 PM
To: "stephendippold@lakeway-tx.gov" <stephendippold@lakeway-tx.gov>
Cc: Delilah Salinas <dsalinas@wcid17.org>

Good Afternoon Steven,

My name is Ethan Stashek, and I am part of the WCID 17 stormwater team.

I am contacting you today in regards to an instance I saw today at 1005 Crestone Stream Dr. The property has silt and debris coming from their residence that appears to have been running into the storm drain. With the upcoming rainfall in the next few days, I wanted to contact you, and make you aware of the issue. I will attach pictures below for your reference.

Please let me know if you have any questions.

Thank you,

Ethan Stashek

Safety Officer

Water Control & Improvement District No. 17

3812 Eck Lane Austin, TX 78734
(512) 460-0844

Estashek@wcid17.org

WCID No. 17
Travis County

Stephen Dippold <StephenDippold@lakeway-tx.gov> Tue, Apr 30, 2024 at 8:06 AM
To: "Stashek, Ethan" <estashek@wcid17.org>

Thank you for your concern.

We will visit the site.

Best,

Stephen Dippold

Building Inspector III, Environmental Administrator

QSP, CISEC, CPESC-IT

City of Lakeway

1102 Lohmans Crossing Rd.

Lakeway, TX 78734

T: (512) 695-4313

Email: stephendippold@lakeway-tx.gov

From: Stashek, Ethan <estashek@wcid17.org>
Sent: Monday, April 29, 2024 4:38 PM
To: Stephen Dippold <StephenDippold@lakeway-tx.gov>
Cc: Delilah Salinas <dsalinas@wcid17.org>
Subject: 1005 Crestone Stream Dr

[Quoted text hidden]

Stashek, Ethan <estashek@wcid17.org> Mon, May 20, 2024 at 8:47 AM
To: Stephen Dippold <StephenDippold@lakeway-tx.gov>
Cc: Juan Sanchez <jsanchez@wcid17.org>

Good Morning Stephen,

I hope this message finds you well.

I wanted to follow up regarding the property at 1005 Crestone Stream Dr. I drove by on Friday afternoon and noticed it appears unchanged from when I first viewed it on April 29th.

Any information would be greatly appreciated. Thank you for your time and assistance.

[Quoted text hidden]
--
[Quoted text hidden]

Stephen Dippold <StephenDippold@lakeway-tx.gov> Mon, May 20, 2024 at 8:51 AM
To: "Stashek, Ethan" <estashek@wcid17.org>

Cc: Juan Sanchez <jsanchez@wcid17.org>

Good Morning.

We are in constant contact with owner. He is having issues with sod deliveries.

Code enforcement has given him 2 weeks to repair.

Thanks again for the follow up.

Stephen Dippold

Building Inspector III, Environmental Administrator

QSP, CISEC, CPESC-IT

City of Lakeway

1102 Lohmans Crossing Rd.

Lakeway, TX 78734

T: (512) 695-4313

Email: stephendippold@lakeway-tx.gov

From: Stashek, Ethan <estashek@wcid17.org>
Sent: Monday, May 20, 2024 8:47 AM
To: Stephen Dippold <StephenDippold@lakeway-tx.gov>
Cc: Juan Sanchez <jsanchez@wcid17.org>
Subject: Re: 1005 Crestone Stream Dr

[Quoted text hidden]

Exhibit G – Public Submitted Reports

Gmail

Stashek, Ethan <estashek@wcid17.org>

Report trash/debris in storm drains

RoRo <roliramosjr@gmail.com> Sat, Jan 4, 2025 at 4:02 PM
To: stormwater@wcid17.org

Hello Travis County WCID17,

I wanted to report some debris at two storm drains near my residence. These drains are on the frontage road next to Toll US 290. The frontage road stretch is between Arterial A and Eastern Heights Blvd. It is a huge block occupied by Terrace at Walnut Creek.
I have attached two photos. One of the photos, the one without the tire, you may not be able to see the drain. I could be wrong and there might be no drain? I will leave that up to your records.

Thank you and please let me know if you have any questions.

-Rolando Ramos

3 attachments

20250104_140856.jpg
3391K

20250104_140443.jpg
2444K

20250104_140413.jpg
4304K

Gmail

Stashek, Ethan <estashek@wcid17.org>

Report trash/debris in storm drains

Stashek, Ethan <estashek@wcid17.org> Mon, Jan 6, 2025 at 8:16 AM
To: RoRo <roliramosjr@gmail.com>

Dear Mr. Ramos,

Thank you for contacting WCID No. 17 regarding your concerns about debris near the storm drains on the frontage road by Toll US 290.

After reviewing the location and confirming with the City this morning, I found that the area you described falls under the jurisdiction of the City of Austin. I recommend contacting the City of Austin's 311 service to report this issue and file a work order. You can reach 311 by phone, and they will assist you with the next steps.

The WCID No. 17 service areas primarily encompass Lakeway, Steiner Ranch, and Hudson Bend, which is why this location does not fall within our jurisdiction.

If you have any additional questions or concerns related to stormwater issues within WCID No. 17's jurisdiction, please feel free to reach out to me directly.

Thank you,

[Quoted text hidden]
--

Ethan Stashek

Planning & Development Assistant Supervisor

Storm Water Program Manager

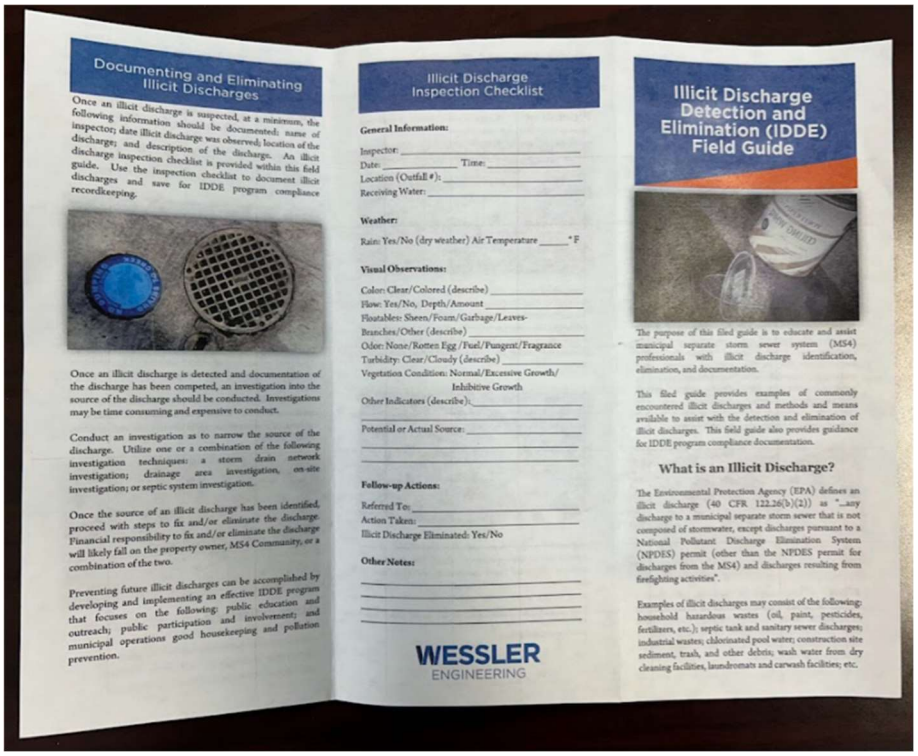
Water Control & Improvement District No. 17

3812 Eck Lane Austin, TX 78734
(512) 460-0844

Estashek@wcid17.org

WCID No. 17
Travis County

Exhibit H – Illicit Discharge Detection & Elimination Training



Documenting and Eliminating Illicit Discharges

Once an illicit discharge is suspected, at a minimum, the following information should be documented: name of inspector; date illicit discharge was observed; location of the discharge; and description of the discharge. An illicit discharge inspection checklist is provided within this field guide. Use the inspection checklist to document illicit discharges and save for IDDE program compliance recordkeeping.

Once an illicit discharge is detected and documentation of the discharge has been competed, an investigation into the source of the discharge should be conducted. Investigations may be time consuming and expensive to conduct.

Conduct an investigation as to narrow the source of the discharge. Utilize one or a combination of the following investigation techniques: a storm drain network investigation; drainage area investigation, on-site investigation; or septic system investigation.

Once the source of an illicit discharge has been identified, proceed with steps to fix and/or eliminate the discharge. Financial responsibility to fix and/or eliminate the discharge will likely fall on the property owner, MS4 Community, or a combination of the two.

Preventing future illicit discharges can be accomplished by developing and implementing an effective IDDE program that focuses on the following: public education and outreach; public participation and involvement; and municipal operations good housekeeping and pollution prevention.

Illicit Discharge Inspection Checklist

General Information:

Inspector: _____

Date: _____ Time: _____

Location (Outfall #): _____

Receiving Water: _____

Weather:

Rain: Yes/No (dry weather) Air Temperature _____° F

Visual Observations:

Color: Clear/Colored (describe) _____

Flow: Yes/No, Depth/Amount _____

Floatables: Sheen/Foam/Garbage/Leaves-Branches/Other (describe) _____

Odor: None/Rotten Egg/Fuel/Pungent/Fragrance

Turbidity: Clear/Cloudy (describe) _____

Vegetation Condition: Normal/Excessive Growth/Inhibitive Growth

Other Indicators (describe): _____

Potential or Actual Source: _____

Follow-up Actions:

Referred To: _____

Action Taken: _____

Illicit Discharge Eliminated: Yes/No

Other Notes:

WESSLER ENGINEERING

Illicit Discharge Detection and Elimination (IDDE) Field Guide

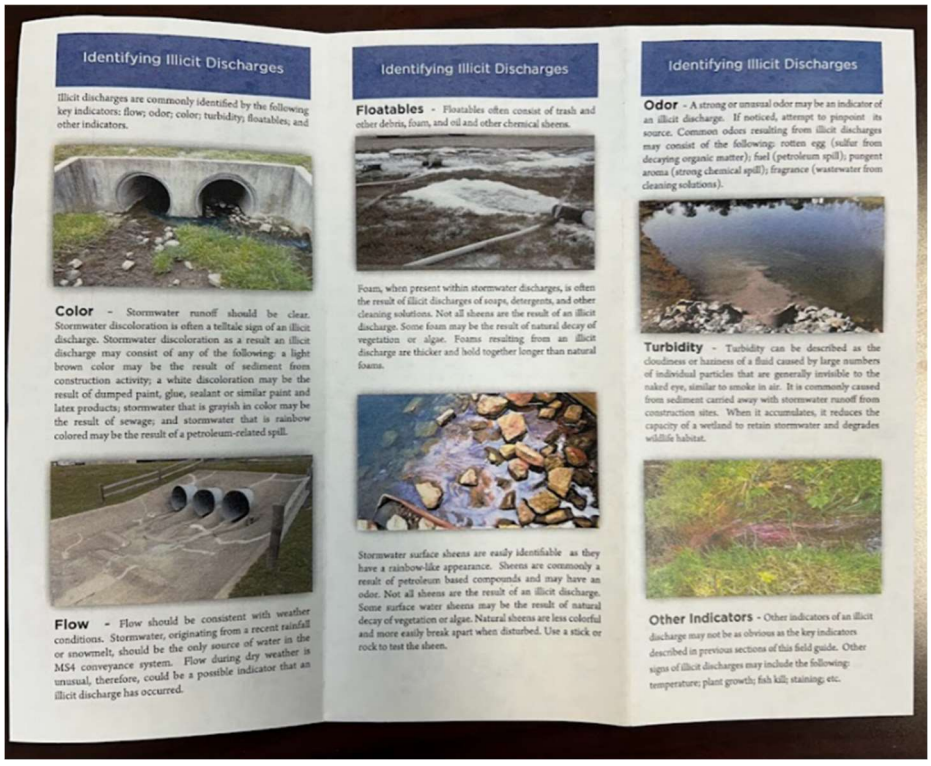
The purpose of this filed guide is to educate and assist municipal separate storm sewer system (MS4) professionals with illicit discharge identification, elimination, and documentation.

This filed guide provides examples of commonly encountered illicit discharges and methods and means available to assist with the detection and elimination of illicit discharges. This field guide also provides guidance for IDDE program compliance documentation.

What is an Illicit Discharge?

The Environmental Protection Agency (EPA) defines an illicit discharge (40 CFR 122.26(b)(2)) as "...any discharge to a municipal separate storm sewer that is not composed of stormwater, except discharges pursuant to a National Pollutant Discharge Elimination System (NPDES) permit (other than the NPDES permit for discharges from the MS4) and discharges resulting from firefighting activities".

Examples of illicit discharges may consist of the following: household hazardous wastes (oil, paint, pesticides, fertilizers, etc.); septic tank and sanitary sewer discharges; industrial wastes; chlorinated pool water; construction site sediment, trash, and other debris; wash water from dry cleaning facilities, laundromats and carwash facilities; etc.



Identifying Illicit Discharges

Illicit discharges are commonly identified by the following key indicators: flow; odor; color; turbidity; floatables; and other indicators.

Color - Stormwater runoff should be clear. Stormwater discoloration is often a telltale sign of an illicit discharge. Stormwater discoloration as a result an illicit discharge may consist of any of the following: a light brown color may be the result of sediment from construction activity; a white discoloration may be the result of dumped paint, glue, sealant or similar paint and latex products; stormwater that is grayish in color may be the result of sewage; and stormwater that is rainbow colored may be the result of a petroleum-related spill.

Flow - Flow should be consistent with weather conditions. Stormwater, originating from a recent rainfall or snowmelt, should be the only source of water in the MS4 conveyance system. Flow during dry weather is unusual, therefore, could be a possible indicator that an illicit discharge has occurred.

Identifying Illicit Discharges

Floatables - Floatables often consist of trash and other debris, foam, and oil and other chemical sheens.

Foam, when present within stormwater discharges, is often the result of illicit discharges of soups, detergents, and other cleaning solutions. Not all sheens are the result of an illicit discharge. Some foam may be the result of natural decay of vegetation or algae. Foams resulting from an illicit discharge are thicker and hold together longer than natural foams.

Stormwater surface sheens are easily identifiable as they have a rainbow-like appearance. Sheens are commonly a result of petroleum based compounds and may have an odor. Not all sheens are the result of an illicit discharge. Some surface water sheens may be the result of natural decay of vegetation or algae. Natural sheens are less colorful and more easily break apart when disturbed. Use a stick or rock to test the sheen.

Identifying Illicit Discharges

Odor - A strong or unusual odor may be an indicator of an illicit discharge. If noticed, attempt to pinpoint its source. Common odors resulting from illicit discharges may consist of the following: rotten egg (sulfur from decaying organic matter); fuel (petroleum spill); pungent aroma (strong chemical spill); fragrance (wastewater from cleaning solutions).

Turbidity - Turbidity can be described as the cloudiness or haziness of a fluid caused by large numbers of individual particles that are generally invisible to the naked eye, similar to smoke in air. It is commonly caused from sediment carried away with stormwater runoff from construction sites. When it accumulates, it reduces the capacity of a wetland to retain stormwater and degrades wildlife habitat.

Other Indicators - Other indicators of an illicit discharge may not be as obvious as the key indicators described in previous sections of this field guide. Other signs of illicit discharges may include the following: temperature; plant growth; fish kill; staining; etc.

Exhibit I – Site Plan Approval Letter

WCID No. 17
Travis County
3812 Eck Lane•Austin, Tx 78734
Tel: 512-266-1111 • Fax: 512-266-2790

Tuesday, December 17, 2024

James Gatlin
JAG Permits
1920 E Riverside Dr. A120 #298, Austin, TX 78741
james@jagpermits.com

Project Number: 2024-396-SER
Location or Address: 1408 S RR 620, Lakeway, TX 78734

Dear James Gatlin,
The staff has completed its review of the plan set for **Frost Bank**. Comments from this review follow.

Plan Review

Plan Review - 3rd Submittal

Comments by Jesus Herrera

- There are no comments regarding the site plans, which have been approved for signature. Kindly submit a complete set of full-sized physical plans addressed to Jesus Herrera at the main office.

Will Pena:

No comments.

Please revise the project plans to address the comments noted above and submit an electronic copy of the revised drawings in PDF format. In addition, provide a written explanation/response for all changes as an attachment that addresses each comment and identifies the location (sheet name & #) of the change to be found in the resubmitted/revised set of drawings. All updated materials must be submitted online at www.mgoconnect.org

Thank you,

Jesus Herrera

Exhibit J – Review for Common Deficiencies of Construction Sites

WCID No. 17
Travis County

3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

Annual Review of Stormwater Construction Site Inspections
WCID No. 17
Reporting Year: 2024

Overview

WCID No. 17 conducted stormwater inspections at active construction sites throughout the year to ensure compliance with the Texas Commission on Environmental Quality (TCEQ) requirements and the District's stormwater management program. Inspections focused on proper implementation of best management practices (BMPs) to control erosion, sedimentation, and the discharge of pollutants to storm drains and water bodies.

Common Deficiencies Identified

During inspections, several recurring deficiencies were observed across multiple construction sites:

- **Improper Perimeter Controls** – Silt fences and wattles were frequently found to be damaged, improperly installed, or missing in key areas.
- **Inadequate Stabilized Construction Entrances** – Some sites lacked effective rock entrances, leading to excessive tracking of sediment onto roadways.
- **Insufficient Sediment Control in Drainage Areas** – Storm drain inlets often lacked proper protection, allowing sediment-laden runoff to enter the storm system.
- **Poor Housekeeping Practices** – Stockpiles of soil and construction materials were not always properly covered or contained, increasing the risk of pollutant discharge.
- **Delayed Maintenance and Repairs** – BMPs that required maintenance, such as re-installation of fallen silt fences or clearing sediment from barriers, were not always addressed in a timely manner.

Corrective Actions Taken

To address these deficiencies, WCID No. 17 implemented the following corrective measures:

- Provided on-site guidance and written inspection reports detailing required corrective actions for non-compliant sites.
- Required contractors to reinforce or replace inadequate BMPs and improve maintenance schedules.
- Increased follow-up inspections for sites with repeated violations to ensure compliance.
- Engaged with construction site operators and project managers through pre-construction meetings to reinforce stormwater compliance expectations.

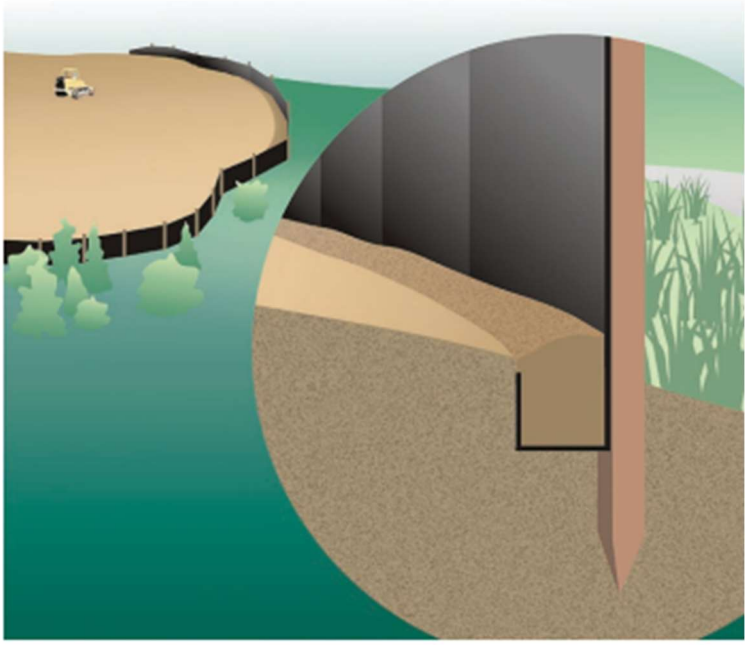
Lessons Learned & Recommendations

1. **Proactive Education and Training** – Early engagement with contractors and site operators through pre-construction meetings significantly improves compliance and reduces deficiencies.
2. **Frequent Inspections Improve Compliance** – Sites inspected more frequently showed better BMP maintenance and adherence to stormwater regulations.
3. **Emphasis on Preventative Maintenance** – Encouraging routine maintenance of BMPs rather than reactive fixes reduces compliance issues and potential enforcement actions.
4. **Clearer Enforcement Expectations** – Reinforcing expectations for timely corrective actions, including potential regulatory consequences, has been effective in improving site compliance.
5. **Enhanced Record-Keeping** – Improved documentation of inspections, deficiencies, and corrective actions has streamlined compliance tracking and reporting efforts.

Conclusion

Overall, WCID No. 17 continues to make progress in improving construction site stormwater compliance through routine inspections, increased education, and proactive engagement with contractors. Moving forward, the District will continue refining its inspection process and compliance strategies to better protect water quality and meet regulatory requirements.

MINNESOTA POLLUTION CONTROL AGENCY



Stormwater Construction Inspector's Field Guide

A Field Guide to Complement the MPCA Stormwater Construction Inspection Guide

November 2018

Exhibit L – Inspection of a Completed Project

WCID No. 17
Travis County
3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

Stormwater Construction Site Inspection Report

General Information

Site Name:	Quinlan Park Water Line	Date of Inspection:	12-02-24
Site Address:	Quinlan Park	Start/End Time:	8:45 am – 9:45 am
Company:	-	Inspector Name:	Ethan Stashek
Site Contact:	-	NPDES Inspector #:	13180
Site Phone #:	-	Inspector Phone #:	(512) 460-0844
Site Email:	-	Inspector Email:	Estashek@wcid17.org

Type of Inspection: ☒ Routine ☐ Follow-Up ☐ Pre-Storm ☐ Post-Storm

Weather Information

Has there been a storm/rain event since the last inspection? ☒ Yes ☐ No

Date of Storm: 11-18-24 Approximate Amount of Precipitation (in): 0.25

Weather at the time of inspection: Sunny

Have any illicit discharges occurred since the last inspection? ☐ Yes ☒ No

Comments:

Are there any discharges at the time of the inspection? ☐ Yes ☒ No

Comments:

Certification Statement

"I certify 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."

Signature — 12-02-24 Date

Overall Site Conditions				
BMP / Activity	**Yes**	**No**	**N/A**	**Comments**
Are all slopes and disturbed areas that are not actively being worked on properly stabilized?	☒	☐	☐	
Are natural resource areas (streams, wetlands, mature trees, etc.) protected with barriers or similar BMPs?	☒	☐	☐	
Are perimeter controls and sediment barriers (silt fence, mulch sock) adequately installed, (anchored to the ground) and maintained?	☒	☐	☐	
Are discharge points and receiving waters free of any sediment deposits?	☒	☐	☐	
Are storm drain inlets properly protected?	☒	☐	☐	
Is the construction exit preventing sediment from being tracked into the street?	☐	☐	☒	
Is trash/litter from work areas collected and placed properly in dumpsters?	☐	☐	☒	
Are washout facilities (paint, stucco, concrete) available, clearly marked, and maintained?	☐	☐	☒	
Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any other hazardous material?	☐	☐	☒	
Are materials that are potential stormwater contaminants stored indoors or under cover?	☐	☐	☒	
Are non-stormwater discharges (wash water, dewatering) properly controlled?	☐	☐	☒	

Other Comments
This inspection was completed to see if the vegetation was growing in properly, and if it had reached 70% coverage of the site, to where sediment controls could be removed.

All erosion control South of this point by University Club Dr. can be removed, as vegetation has grown in to meet the 70% threshold

All erosion control North of University Club Dr. should stay up, as the vegetation has not properly grown in.

Exhibit M – Preconstruction Booklet

Contact Information

Field Manager	Juan Sanchez	(512) 801-2966	Jsanchez@wcid17.org
Planning & Development Supervisor	Al Dufek	(512) 748-4147	Adufek@wcid17.org

Plan Examiner	Jesus Herrera	(512) 801-2085	Jherrera@wcid17.org
Infrastructure Inspector	Arturo Rodriguez	(512) 975-8246	Arodriguez@wcid17.org

Infrastructure Inspector	Yeinson Amezquita	(737) 231-5629	Yamezquita@wcid17.org
Infrastructure Inspector	Peyton Sackett	(512) 247-0228	Psackett@wcid17.org

Stormwater Inspector	Ethan Stashek	(512) 460-0844	Estashek@wcid17.org
Stormwater Inspector	Frank Baker	(737) 330-8942	Fbaker@wcid17.org

For more information visit www.wcid17.org or scan this QR code

WCID No. 17
Travis County

Pre-Construction Conference Checklist

3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

Infrastructure Requirements

The District Construction Standards can be found online at www.wcid17.org It is important to ensure the most current revision of these standards is being used. Reviewing these standards throughout the project is strongly encouraged.

1) Change Orders: Submit one copy to the district office and one to the inspector. For projects within the City of Lakeway, copies must also be submitted to the City of Lakeway and Lake Travis Fire Rescue, in addition to those sent to the engineers.
2) All Project plan revisions must be submitted by the engineer via www.MGOConnect.org.
3) Once water and wastewater lines are ready for installation, a WCID No. 17 inspector must be notified at least 48 hours before the start time. All inspection appointment requests must be submitted through www.MGOConnect.org.
4) Utility lines shall be covered only after passing a physical in-person inspection by a certified WCID No. 17 Inspector. **Pictures cannot be used as a substitute for a physical inspection!**
5) Connections to WCID No. 17 existing systems will only be made with an inspector present. No water mains will be put into service until bacteriological samples have passed testing. The inspector will notify the contractor when this occurs.
6) Any problems encountered or any damage to the existing utility infrastructure must be reported immediately to the inspector.
7) In-ground lines must be protected from dirt and rocks to the maximum extent possible. Water and wastewater lines must be properly plugged (with a mechanical plug) during construction to prevent the entry of any foreign matter into the existing water and wastewater lines (e.g., mud, dirt, animal remains).
8) The contractor is responsible for the quality of workmanship and adherence to the work schedule.
9) The contractor shall employ only experienced personnel familiar with the required work and provide full-time supervision by a qualified foreman.
10) Chlorination must be completed by a third-party chlorination service, and a WCID No. 17 Inspector must be present to witness it.
11) Final punch list of infrastructure and stormwater requirements must be completed before project receives formal approval.

FINES:

Each of the following will result in a fine up to $2,000:

- Tampering with wastewater manholes.
- Tampering with a fire hydrant (opening or closing).
- Opening or closing WCID No. 17 water valves without a WCID No. 17 representative present.

Stormwater Requirements

Coverage Needed:

Less than 1 acre: TCEQ CGP coverage is not required, unless part of a larger common plan of development or sale; SWPPP is not required.

Between 1 and 5 acres: TCEQ CGP coverage is required; SWPPP must be prepared and implemented; Site notice must be posted with a copy being sent to stormwater@wcid17.org

Over 5 acres: TCEQ CGP coverage is required; SWPPP must be prepared and implemented; Site notice must be posted with a copy being sent to stormwater@wcid17.org; NOI should be submitted to TCEQ.

Contractors are required to hire their own qualified stormwater inspectors to manage and report on these measures. All stormwater inspection reports conducted by the contractor's inspectors must be submitted to the MS4 program at stormwater@wcid17.org.

The WCID No. 17 stormwater inspector will provide oversight to monitor and verify that stormwater control measures are properly implemented and maintained throughout the project. Inspections will be conducted periodically, with emphasis after rain events, rather than on a fixed schedule.

How to Minimize Pollution on Construction Sites:

1) Protect any areas reserved for vegetation and preserve existing trees
Preserving mature trees minimizes the amount of soil that needs to be stabilized once construction is complete, and minimizes the amount of runoff during and after construction activity.

2) Protect construction materials from run on and run off
At the end of every workday and during rain events, provide cover for materials that could leach pollutants.

3) Designate waste disposal areas
Clearly identify and separate waste disposal areas for hazardous, construction, and domestic waste, ensuring to protect all areas from run on and run off.

4) Install perimeter controls around downhill boundaries
Install perimeter controls such as mulch log or silt fence around the downhill boundaries of the site. Make sure to remove sediment once it has reached halfway up the control.

5) Install inlet controls
Protect inlets with mulch sock, gravel barriers, sandrock bags, or silt fencing to ensure contaminants do not flow into the inlet. For whichever chosen control, make sure to remove sediment once it has reached halfway up the control.

6) Install a concrete/stucco washout basin
Designate a leak proof basin lined with plastic for washing out used concrete and stucco containers. NEVER wash excess stucco or concrete residue down a storm drain or into a stream.

7) Maintain a stabilized exit
Minimize sediment track out from vehicles exiting your site by maintaining an exit pad made of crushed rock or a preconstructed track out control mat.

8) Stabilize site when necessary
Immediately stabilize exposed portions of the site whenever construction work will stop for more than 14 days, even if work is only temporarily stopped.