

# Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number **TXR040000**

## A. General Information

Authorization Number: **TXR040034**

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

Annual Reporting Year Option Selected by MS4:

Calendar Year: **X**

Permit Year:        **N/A**       

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

Reporting period beginning date: (month/date/year): **01/01/2024**

Reporting period end date: (month/date/year): **12/1/2024**

MS4 Operator Level: **2** Name of MS4: **City of Universal City**

Contact Name: **Alex Noël** Telephone Number: **210-658-5364 x606**

Mailing Address: **2150 Universal City Blvd, Universal City, TX 78148**

E-mail Address: **anoel@uctx.gov**

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

Region the annual report was submitted to: TCEQ Region 13

## 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.	<b>X</b>		We are currently in compliance.

Permittee is currently in compliance with recordkeeping and reporting requirements.	<b>X</b>	We are currently in compliance.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	<b>X</b>	We are currently in compliance.
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	<b>X</b>	Yes, we have reviewed the SWMP in conjunction with the annual report.

2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below to meet this requirement (**see Example 1 in instructions**):

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)</b>
1	Content on City Website	Yes, our website content gives pertinent information citizens can use to reduce or eliminate pollution in runoff and provides contact information where they can report issues or litterbugs.
1	Social Media Posts	Yes, our social media posts will provide tips citizens can use to reduce stormwater pollution and alert them to stormwater-related events.
1	Stormwater Placards	Yes, it reinforces the fact manmade drainage features drain to natural water bodies.
1	Newsletter Articles	Yes, by sharing valuable information about stormwater in the environmental issues newsletter, we can offer useful tips to residents. This helps reduce or even eliminate stormwater pollution.
2	Cleanup Events	Yes, it gives citizens an opportunity to properly dispose of hazardous waste and bulk solid waste twice annually.
2	Stormwater Speakers	Yes, it provides informative and engaging speakers who can inform citizens about stormwater-related issues and conservation and environmental issues in general.
2	Public Meeting	Yes, it gives stakeholders an opportunity to provide input to improve the city's Phase II MS4 Program.

3	Storm Sewer Map	Yes, it gives city staff the ability to track where stormwater features are located within the city for annual maintenance.
3	Employee IDDE Training	Yes, it equips city field staff with the essential training to handle observed illicit discharges, illegal dumping, and unlawful connections to the City's MS4 as part of their daily duties.
3	IDDE Response Procedures	Yes, it gives city field staff a written document they can reference in their response to IDDE issues.
3	IDDE Source Investigations	Yes, it allows city staff to investigate and reduce /or eliminate IDDE sources.
3	IDDE Corrective Actions	Yes, it enables city staff to act in identifying, reducing, and eliminating illicit discharges and illegal dumping, ensuring full compliance.
3	Outfall Inspection Procedures	Yes, it outlines staff procedures to inspect outfalls and detect then reduce or eliminate sources of pollutants found during those inspections.
3	Complaint Response Inspections	Yes, it verifies if a problem exists and who is responsible for cleaning it up.
4	Construction Stormwater Ordinance	Yes, it creates an interactive process to proactively improve the legal framework for construction enforcement.
4	Construction Stormwater Prohibition	Yes, it creates and proactively improves the regulatory framework to prohibit construction-related pollution.
4	Construction Site Plan Review Procedures	Yes, implementing SOPs for SWPPP reviews helps minimize construction pollutants from entering our MS4.
4	Construction Site Inspection Procedures	Yes, implementing SOPs for construction site inspection helps minimize construction pollutants from entering our MS4.
5	Post-Construction Stormwater Ordinance	Yes, reviewing and updating the ordinance improves the city's post-construction inspection and maintenance of structural control features.
5	Post-Construction Enforcement Records	Yes, provides a tangible record of inspection and maintenance (and if necessary, enforcement) of post-construction structural control features.
5	Permanent Stormwater Control Maintenance	Yes, confirms permanent post-construction structural controls are maintained and functioning as designed.
6	City Facility and Control Inventory	Yes, creates and interactively and proactively improves and maintains an inventory of city facilities which could conceivably be subject to stormwater pollution.

6	Employee Training	Yes, ensure city staff are trained in pollution prevention and good housekeeping for municipal operations.
6	Waste Disposal Practices	Yes, ensure waste from municipal operations is properly disposed of according to 30 TAC Chapters 330 or 335.
6	Maintenance Contractor Requirements and Oversight	Yes, ensure all contractors hired by the city to perform maintenance activities are contractually bound to follow the city's ordinances and MS4 program.
6	Assessment of City Facilities	Yes, ensures city procedures related to construction, repair, and maintenance are not sources of stormwater pollution at city facilities.
6	Identify Pollutants of Concern	Yes, identifies pollutants which could be a stormwater pollution concern at city facilities during maintenance and operations.
6	City Facility Pollution Prevention Measures	Yes, ensures procedures are in place to prevent pollutants of concern from becoming sources of stormwater pollution during operations and maintenance at city facilities.
6	Inspection of City Stormwater Pollution Prevention Measures	Yes, ensures city stormwater pollution prevention measures are available for use and verifies that said measures are in working order.
6	Maintenance of City Pollution Prevention Measures	Yes, it verifies city pollution measures (structural controls) are maintained and in working order.

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

<b>MCM</b>	<b>BMP</b>	<b>Information Used</b>	<b>Quantity</b>	<b>Units</b>	<b>Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)</b>

1	Content on City Website	City Website	1	Web Page	Yes, it informs citizens where they can make a stormwater complaint and gives useful information for citizens to use to reduce or eliminate pollutants in their daily lives.
1	Social Media Posts	Internet	4	Posts	Yes, it informs citizens about our biannual cleanup events and everyday tips on reducing pollution in MS4.
1	Stormwater Placards	Geodatabase	357	Placards	Yes, it reminds citizens that manmade stormwater features drain to natural bodies of water.
2	Cleanup Events	Waste Manifest	302	Tires	Yes, tires which would otherwise have been dumped illegally.
2	Cleanup Events	Waste Manifest	2	55 Gal drums of waste oil paint	Yes, waste oil paint which would otherwise have been dumped illegally.
2	Cleanup Events	Waste Manifest	13	55 Gal Drums of Waste Latex Paint	Yes, waste latex paint which would otherwise have been dumped illegally.
2	Cleanup Events	Waste Manifest	379	Tons of Bulk Solid Waste	Yes, bulk solid waste, which would have been disposed of illegally, has now been properly managed and disposed of.
2	Cleanup Events	Waste Manifest	61.76	Tons of Scrap Metal	Yes, scrap metal which would otherwise have been dumped illegally have been properly managed and disposed of.

2	Cleanup Events	Waste Manifest	69	Car Batteries	Yes, car batteries which would otherwise have been dumped illegally have been properly managed and disposed of.
2	Cleanup Events	Waste Manifest	102	Fluorescent Light Bulbs	Yes, fluorescent light bulbs (with toxic mercury) which would otherwise have been dumped illegally were properly managed and disposed of.
2	Stormwater Speakers	Public Work Department	0	Series: Grass clippings, washing personal vehicles	New BMP for 2024 SWMP, working on a series to speak to HOAs.
2	Public Meeting	Public Work Department	0	Hosting or support one meeting annually for input for the MS4 program.	Yes, working on a meeting for input for the MS4 program.
3	Storm Sewer Map	GIS Mapping	47	Outfalls	Yes, updating the map allows MS4 staff to know where to inspect for IDDE.
3	Employee IDDE Training	Public Work Department	1	Training	Yes, it allows city staff to identify pollutants.
3	IDDE Response Procedures	SOP	0	SOP	Yes, it creates a logical framework to investigate and enforce IDDE infractions.
3	IDDE Source Investigations	SOP	0	SOP	No, but it creates a logical framework to investigate and enforce IDDE infractions.
3	Outfall Inspection Procedures	SOP	41	Outfall Inspections	Yes, analyzing stormwater pollution hotspots at outfalls begins the process of investigating and eliminating IDDE infractions

3	Complaint Response Inspections	City website	4	Complaints	Yes, investigating complaints from the city's website leads to enforcement reducing illicit discharges.
4	Construction Stormwater Ordinance	Ordinance	1	Review	Yes, reviewing and/or updating the construction stormwater ordinance is an iterative proactive process to improve construction enforcement.
4	Construction Stormwater Prohibition	Ordinance	1	Review	Yes, reviewing and/or updating our ordinance that prohibits stormwater pollution from construction is an iterative proactive process to decrease and/or eliminate prohibited stormwater pollution discharges from construction sites.
4	Construction Site Plan Review Procedures	SOP	1	Review	Yes, it allows MS4 staff to update procedures to deal with technological changes in the discipline and deficiencies in our SOP.
4	Construction Site Inspection Procedures	Procedure	1	Review	No, but it allows MS4 staff to update procedures to deal with technological changes in the discipline and deficiencies in our procedures
4	Construction Site Inspections	Inspection Records	240	Inspections	Yes, frequent inspections of construction sites lead to rapid resolution discharges from construction sites.

5	Post-Construction Stormwater Ordinance	Ordinance	1	Review	No, but reviewing and/or updating our post-construction ordinance allows greater flexibility in policing our structural and non-structural post-construction BMPs.
5	Post-Construction Enforcement Records	Inspection Records Survey 123 Survey	17	Inspections	Yes, ensures post-construction BMPs are in good working order and well maintained.
5	Permanent Stormwater Control Maintenance	Inspection Records Survey 123 Survey	17	Inspections	Yes, ensures post construction BMPs are in good working order and well maintained.
6	City Facility and Control Inventory	Inventory	4	Facilities	Yes, reviewing and/or updating the facility inventory must be done to make sure City facilities and controls are not contributing unwanted discharges to the MS4.
6	Employee Training	Public Work Department	1	Training	Yes, it allows city staff to identify pollutants.
6	Waste Disposal Practices	Disposal Records	100	Percent of waste disposed of in accordance with 30 TAC Chapter 330 or 335	Yes, this BMP ensures all city-generated waste is properly disposed of in accordance with 30 TAC Chapter 330 or 335.
6	Maintenance Contractor Requirements and Oversight	Inventory of Maintenance Contracts	100	Percent of Contractors Experiencing City Oversight	Yes, this BMP ensures all contractors under the employ of the city procedures related to stormwater pollution prevention.

6	Assessment of City Facilities	Facility Inventory: Dog Park/Animal Care and Control Facility	3	Number of O&M Activities: Pet Waste Disposal, Erosion Control, Planting Vegetation	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Assessment of City Facilities	Facility Inventory: Golf Course	10	Number of O&M Activities: Mowing, Vegetation Planting, Pesticide/Herbicide Application, Chemicals Storage, Oils Storage, Fuels Storage, Solid Wastes Storage, Equipment Washing, Vehicle Washing, Fertilizer Application	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Assessment of City Facilities	Facility Inventory: Public Works Service Center	4	Number of O&M Activities: Equipment Maintenance, Vehicle Maintenance, Equipment Washing, Vehicle Maintenance	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Assessment of City Facilities	Facility Inventory: Public Works Material Storage Yard	7	Number of O&M Activities: Fuels Storage, Oils Storage, Chemicals Storage, Sand and Gravel Storage, Equipment Storage, Solid Wastes Storage, Materials Storage	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.

6	Assessment of City Facilities	Facility Inventory: Road and Parking Lot Maintenance	4	Number of O&M Activities: Pothole Maintenance, Pavement Marking, Pavement Sealing, Pavement Re-paving	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Assessment of City Facilities	Facility Inventory: Bridge Maintenance	3	Number of O&M Activities: Re-chipping, Grinding, Saw cutting	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Assessment of City Facilities	Facility Inventory: Cold Weather Operations	4	Number of O&M Activities: Plowing, Sanding, Application of Deicing and Anti-Icing Compounds, Maintenance of Snow Disposal Areas	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Assessment of City Facilities	Facility Inventory: Right-of-Way Maintenance	3	Number of O&M Activities: Mowing, Herbicide/Pesticide Application, Planting Vegetation	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.

6	Identify Pollutants of Concern	Facility Inventory: Dog Park/Animal Care and Control Facility	2	Pollutants of Concern: Bacteria, Solids/Sediment	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Identify Pollutants of Concern	Facility Inventory: Golf Course	5	Pollutants of Concern: Metals, Volatiles Organic Compounds (VOCs), Nutrients, Pesticides, Herbicides	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Identify Pollutants of Concern	Facility Inventory: Public Works Service Center	2	Pollutants of Concern: Metals, Volatile Organic Compounds (VOCs)	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Identify Pollutants of Concern	Facility Inventory: Public Works Material Storage Yard	6	Pollutants of Concern: Metals, Volatile Organic Compounds (VOCs), Nutrients, Pesticides, Herbicides, Solids/Sediment	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.

6	Identify Pollutants of Concern	Facility Inventory: Road and Parking Lot Maintenance	2	Pollutants of Concern: Volatile Organic Compounds (VOCs), Solids/Sediment	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Identify Pollutants of Concern	Facility Inventory: Bridge Maintenance	2	Pollutants of Concern: Volatile Organic Compounds (VOCs), Solids/Sediment	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Identify Pollutants of Concern	Facility Inventory: Cold Weather Operations	1	Pollutants of Concern: Solids/Sediment	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
6	Identify Pollutants of Concern	Facility Inventory: Right-of-Way Maintenance	4	Pollutants of Concern: Nutrients, Pesticides, Herbicides, Solids/Sediment	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.

6	City Facility Pollution Prevention Measures	Pollution Prevention Measures as described in Part IV.D.6.(b)(5)c of the permit (Appendix A). [Deicing]	1	Pollution Prevention Measures: Crushed Stone Only	Yes, maintaining an inventory of city facilities and documenting potential sources of contamination are necessary to ensure appropriate BMPs are utilized to prevent pollutants from being discharged to the city's MS4.
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4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (**see Example 3 in instructions**):

<b>MCM(s)</b>	<b>Measurable Goal(s)</b>	<b>Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.</b>
1	Maintain a webpage with current and accurate information.	We continue to update and maintain the information on the webpage.
1	Post a minimum of four times each year on at least one social media platform.	We continue to post four times to Facebook and Instagram.
1	Placard a minimum of 10% of known inlets. Inspect and maintain a minimum of 15% of all placards.	We continue to have placards installed at 10% of Inlets and in working order.
1	Publish at least 2 stormwater articles in the city's Newsletter each year.	We have published one of two articles.
2	Host or support a minimum of one stream cleanup event per year.	We will host an event later this year in 2025.
2	Provide a stormwater speaker with a minimum of once per year.	We will provide a speaker later this year in 2025.
2	Host or support a minimum of one stakeholder's meeting each year.	We will provide a speaker later this year in 2025.

3	Review and update storm sewer map at least once annually.	We continue to update the map to include all the new outfalls.
3	Conduct one employee IDDE training per year.	We continue to conduct training this year in 2025.
3	Maintain a public reporting mechanism at 100% of the permit term, maintain publicization of reporting mechanism on city website 100% of permit term.	We continue to maintain the public reporting mechanism.
3	Develop and maintain IDDE response procedures, review and/or update procedure at least once annually.	We will develop IDDE response procedures before December 31, 2025.
3	Respond to 100% of illicit discharges and illegal dumping each year.	We continue to respond 100% of all IDDE complaints.
3	Take corrective action for 100% illicit discharges annually.	We continue to take corrective action at 100% of all IDDE complaints.
3	Review and update procedures for inspecting outfalls at least once per year.	We continue to review our SOPs and inspect the outfalls.
3	Conduct inspections of 100% of complaints annually.	We continue to respond to 100% of stormwater complaints.
4	Review and update construction site inspection ordinance at least once per permit term.	We continue to review and update the ordinance.
4	Prohibit discharges as described in part IV.D.4.(b)(2) of the permit (Appendix A).	We continue to review and update the ordinance.
4	Review and update site plan review procedures at least once annually.	We continue to review SOPs.
4	Review and update construction site inspection procedures at least once annually.	We continue to review and update our SOPs.
4	Conduct inspections at a minimum of 80% of active construction sites.	We continue to conduct inspections at 100% of construction sites.
4	Conduct and update procedures for the receipt and consideration of information submitted by the public at least once annually.	We continue to review and update our SOPs and respond to 100% of complaints related to construction.

4	Train 100% of MS4 staff who inspect construction sites for compliance with NPDES regulations.	We continue to train MS4 staff to inspect construction sites for SWPPP.
5	Review and update post construction ordinance at least once during the permit term.	We continue to review and update the ordinance during this permit cycle.
5	Document and maintain records of 100% of enforcement actions taken each year.	We continue to maintain 100% of all records of enforcement actions taken.
5	Each year, implement plans and schedule inspections of post-construction BMPs.	We continue to conduct inspections of 100% of Post Construction BMPs.
6	Develop and maintain an annual inventory of 100% MS4-owned and operated facilities.	We continue to create and continue to maintain the inventory of all facilities.
6	Employee Training – Conduct annual training of 100% of employees involved in implementing pollution prevention and good housekeeping.	We continue to conduct annual training for this year 2025.
6	Ensure 100% of all waste is disposed of according to IV.D.6.(b)(3) of the permit (Appendix A).	We continue to ensure 100% of all waste was disposed of according to Part IV.D.6.(b)(4) of the permit (Appendix A).
6	Contractor requirements and oversight as required in Part IV.D.6.(b)(4) of the permit (Appendix A).	We continue to require all city contracts to have appropriate oversight when it comes to MS4.
6	Evaluate 100% of all O&M activities related to pollution prevention and good housekeeping at all city facilities.	We continue to evaluate all O&M activities at all city facilities.
6	Identify pollutants of concern and maintain a list of the pollutants identified.	We continue to identify a list of pollutants of concerns.
6	Develop and implement a set of pollution prevention measures. Track 100% of the icing and deicing compounds applied in the MS4 area.	We do not use any deicing compounds, just crushed stone.
6	At least one time annually, perform maintenance of 100% of structural controls.	We continue to perform maintenance at 100% of structural controls.

### **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.?

**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.

**N/A (No Impaired Water Bodies)**

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

**N/A (No Impaired Water Bodies)**

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

**N/A (No Impaired Water Bodies)**

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

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

<b>Benchmark Parameter</b>	<b>Selected BMP</b>	<b>Contribution to achieving Benchmark</b>
N/A	N/A	N/A

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

<b>Description of bacteria-focused BMP</b>	<b>Comments/Discussion</b>
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.

<b>Benchmark Indicator</b>	<b>Description/Comments</b>
N/A	N/A

## E. Stormwater Activities

Describe activities planned for the next reporting year:

<b>MCM(s)</b>	<b>BMP</b>	<b>Stormwater Activity</b>	<b>Description/Comments</b>
1	Content on City Website	Maintain city website.	Continue to update webpage with most up to date stormwater information.
1	Social Media Posts	Make 4 stormwater related social media posts.	Continue to post four times a year a message on stormwater.
1	Stormwater Placards	Inspect and maintain stormwater placards; install new placards.	Continue to inspect and maintain placards.
1	Publish two stormwater related articles to Gateway Newsletter	Publish two Stormwater related articles to Gateway Newsletter.	Continue to publish two stormwater related articles to Gateway Newsletter.
2	Cleanup Events	Host a cleanup event.	Continue to host the two annual cleanup events.
2	Stormwater Speakers	Host One Stormwater Speaker Annually.	Continue hosting one stormwater speaking event annually.
2	Public Meeting	Host one stakeholder's meeting annually.	Continue hosting one stakeholder's meeting annually.
3	Storm Sewer Map	Review and update storm sewer map at least once annually.	Continue to review and update the storm sewer map at least once annually.
3	Employee IDDE Training	Conduct one IDDE training annually.	Continue to conduct one IDDE training annually.
3	IDDE Response Procedures	Review and update response procedures once annually	Continue to review and update response procedures once annually.
3	IDDE Source Investigations	Respond to 100% of Illicit discharges and illegal dumping annually.	Continue to respond to 100% of illicit discharges and illegal dumping annually.

3	IDDE Corrective Actions	For 100% of illicit discharges where a source has been determined notify person responsible and correct problem.	For 100% illicit discharges where a source has been determined notify the person within 24 hrs. responsible and correct problem.
3	Outfall Inspection Procedures	Review and update procedures at least once annually.	Review and update procedures at least once annually.
3	Complaint Response Inspections	Conduct inspections of 100% of complaints received at least once annually.	Conduct inspections of 100% of complaints received at least once annually.
4	Construction Stormwater Ordinance	Review and update the ordinance at least one time during the permit term.	Review stormwater ordinance to address changes and make improvements.
4	Construction Site Plan Review Procedures	Review and update plan review procedures at least once annually.	Review and update plan review procedures at least once annually.
4	Construction Site Inspection Procedures	Review and update plan review procedures at least once annually.	Review and update plan review SOP at least once annually.
5	Post-Construction Stormwater Ordinance	Review and update ordinance at least once annually.	Will review and update ordinance at least once annually.
5	Post Construction Enforcement Records	Maintain records of 100% of all enforcement actions taken.	Will maintain records of 100% of all enforcement actions taken at least once annually.
5	Permanent Stormwater Control Maintenance	Inspect and maintain 100% of post-construction stormwater controls at least once annually.	Inspect and maintain 100% of post-construction stormwater controls at least once annually.
6	City Facility and Control Inventory	Create and maintain inventory; update at least once annually.	Continue to maintain inventory; update at least once annually.
6	Employee Training	Conduct at least one SWPPP and good housekeeping training annually.	Continue to conduct at least one SWPPP and good housekeeping training annually.
6	Waste Disposal Practices	Ensure 100% of waste is disposed of properly.	Continue to ensure 100% of waste is disposed of properly.
6	Maintenance Contractor Requirements and Oversight	Ensure 100% of contractors hired by MS4 are complying with stormwater ordinance.	Continuing to ensure 100% of contractors hired by MS4 are complying with stormwater ordinance.

6	Assessment of City Facilities	Evaluate 100% of O&M activities, in conjunction with SOP reviews.	Continue to evaluate 100% of O&M activities, in conjunction with SOP reviews.
6	Identify Pollutants of Concern	Maintain inventory of identified pollutants; update list at least once annually.	Continue to maintain inventory of identified pollutants and update list at least once annually.
6	City Facility Pollution Prevention Measures	Develop and implement a set of pollution prevention measures that will reduce the discharge of pollutants in stormwater from the permittee-owned operations. Track 100% of the application of deicing and anti-icing compounds in the MS4 area and record the amount of compound used for each application annually. Place barriers around or conduct runoff away from 100% of deicing chemical storage areas to prevent discharge into surface waters each year.	We don't use any deicing or anti-icing chemicals. We continue to use crushed stone.
6	Inspection of City Stormwater Pollution Prevention Measures	Inspection of Pollution Prevention Measures as described in Part IV.D.6.(b)(5)d of the permit (Appendix A).	Continue inspections of pollution prevention measures.
6	Maintenance of City Stormwater Pollution Prevention Measures	At least once, annually perform maintenance of 100% of the structural controls which require maintenance. Maintenance must follow a plan and schedule developed by the small MS4 operator to be consistent with maintaining the effectiveness of the BMP. The permittee shall develop and maintain written procedures that define the frequency of inspections and how they will be conducted. Review and update the maintenance procedures at least one time annually to address changes or additions to the pollution prevention measures.	Continue to maintain 100% structural controls and review SOP to ensure changes or additions to the pollution prevention measures.

## F. SWMP Modifications

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

Yes \_\_\_ No

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

\_\_\_ Yes  No

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

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

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

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

## 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.

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

## H. Additional Information

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

Yes  No

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

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

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

Yes  No

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

Yes  No

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

Authorization Number: \_\_\_\_\_ Permittee: \_\_\_\_\_

Authorization Number: \_\_\_\_\_ Permittee: \_\_\_\_\_

Authorization Number: \_\_\_\_\_

Permittee: \_\_\_\_\_

Authorization Number: \_\_\_\_\_

Permittee: \_\_\_\_\_

### I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4 (Large and Small Site Notices submitted by construction site operators):

**7**

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:

<b>The number of municipal construction activities authorized under this general permit</b>	
The total number of acres disturbed for municipal construction projects	

**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): **Kim Turner**

Title: **City Manager**

Signature: \_\_\_\_\_ Date: **03/11/2025**

Name of MS4: **City of Universal City**

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

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

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

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

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