

March 31, 2025

Texas Commission on Environmental Quality
Stormwater Team Leader (MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

Re: Phase II MS4 Annual Report Transmittal for City of Kemah
TPDES Authorization: TXR040096

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 TXR040096 for the City of Kemah.

The annual report is for Year 1. The reporting period's beginning 01/01/2024 and ending 12/31/2024.

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

As required by the general permit, a copy of the report has been mailed to the TCEQ's regional office 12 in Houston, Texas.

Sincerely,

SCHAUMBURG & POLK, INC.



Mark C. Dessens, P.E.
Vice President

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040096

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

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) 1/1/2024

Reporting period end date: (month/date/year) 12/31/2024

MS4 Operator Level: Level 1 Name of MS4: City of Kemah

Contact Name: Cesar Garcia Telephone Number: 281-334-1611

Mailing Address: 1401 Highway 146 Kemah, TX 77565

E-mail Address: cgarcia@kemah-tx.com

A copy of the annual report was submitted to the TCEQ Region: YES X NO _____

Region the annual report was submitted to: TCEQ Region Houston

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: Public Education and Outreach	Add SWMP to City's website	Yes. The public is able to read and evaluate the City's approach to managing stormwater quality by having it accessible. This will increase awareness of what techniques are in use, and which may require reevaluation.
1: Public Education and Outreach	Update City's Website with General Storm Water Information	Yes. The public is more educated on topics such as lawn care, storm drains and ditches, used oil disposal, saving water and household hazardous waste. The development within the MS4 outfalls is mostly residential and light commercial. This BMP is appropriate because it is directed toward the majority of the MS4 population.
1: Public Education and Outreach	Post Storm Water Messages on City's Website	Yes. Online resources are more commonly used as a means of gathering information. This ensures the educational material will be more likely to spread and be seen by an intended target audience.
1: Public Education and Outreach	Educational Pamphlets	Yes. Having education material accessible will raise citizen awareness and thus work to reduce pollution discharge.
1: Public Education and Outreach	Employee Training & Outreach	Yes. Training and outreach allow City staff to better understand and implement practices and issues regarding storm water quality, and thus work more effectively to reduce pollutants.
1: Public Education and Outreach	Brochures for Commercial and Industrial Facilities	Yes. Education of businesses, commercial facilities, and industrial facilities will raise awareness of potential impact of polluted storm water, hazards associated with discharges, and the ways these impacts can be minimized. The priority list developed of businesses by impact of water quality will allow for the greatest potential contributors to reduce their risk of polluting storm water in the area.

1: Public Education and Outreach	Brochure for Construction Personnel	Yes. Educating the construction industry of impacts they can have regarding storm water quality will lead to increased awareness and reduction of potential pollutant risks.
2: Public Participation/Involvement	Advisory Committee (Citizen Panel)	Yes. Having an Advisory Committee will allow for more efficient implementation of the Storm Water Management Plan. This ensures that the Plan is followed and enforced, as well as ensuring that it is reviewed to address and improve implemented measures to reduce pollutant discharge.
2: Public Participation/Involvement	Provide Volunteer Opportunities	Yes. Volunteer opportunities provide a means to directly limit and reduce the discharge of pollutants in stormwater.
3: Illicit Discharge Detection and Elimination	Storm Water System Map	Yes. The map allows for quick identification of storm sewer routes and discharge points for monitoring and investigation purposes.
3: Illicit Discharge Detection and Elimination	Ordinance for Illicit Discharge Detection and Elimination	Yes. Evaluating the effectiveness of the ordinance ensures that non-storm water discharges are being effectively prohibited from the City storm sewer system, including those which contribute bacteria, by including enforcement procedures and actions for failure to comply.
3: Illicit Discharge Detection and Elimination	Illicit Discharge Detection Plan	Yes. MS4 trains staff to recognize indicators of illicit discharges and conducts dry weather inspections. Any signs of potential illicit discharges are investigated as to source and parameter.
3: Illicit Discharge Detection and Elimination	Inspection Program for Regulated Businesses	Yes. The inspections will ensure that control measures are being used and maintained effectively to reduce stormwater pollutant discharges in regulated businesses.
3: Illicit Discharge Detection and Elimination	Provide Information to Regulated Businesses on Proper Handling of Discharges and Chemicals	Yes. The information provided entails the hazards associated with illegal discharge and improper disposal of waste. Raising awareness of these sources of pollutant discharge will contribute to the effectiveness of participation in eliminating these sources.

4: Construction Site Runoff Control	Ordinance for Illicit Discharge Detection and Elimination	Yes. Evaluating the effectiveness of the ordinance ensures that non-storm water discharges are being effectively prohibited from the City storm sewer system, including those which contribute bacteria, by including enforcement procedures and actions for failure to comply.
4: Construction Site Runoff Control	Provide Information Regarding Requirements for Construction Site Storm Water Controls During Site Plan Review	Yes. Construction sites are a common contributor to stormwater discharge pollutants. Providing education to construction site operators will increase awareness and responsiveness of these sources.
4: Construction Site Runoff Control	Reporting Mechanism for Construction Site Problems	Yes. The reporting mechanism provides an additional way to monitor stormwater discharges due to construction site activity. This will increase awareness and responsiveness of these events.
4: Construction Site Runoff Control	Construction Site Inspection Program and Enforcement of Control Measures	Yes. This BMP ensures that control measures to reduce the discharge of stormwater pollutants are being utilized effectively.
5: Post-Construction Runoff Control	Integrate Post-Construction Requirements into Site Plan Review and Inspection Programs	Yes. The Ordinance specifies post-construction storm water management for new development and redevelopment. These sites contribute to a common source of discharged pollutants in stormwater.
6: Pollution Prevention/Good Housekeeping	Provide Spill Response and Prevention Training at City Maintenance Facility	Yes. MS4 provides educational material on proper chemical handling and use of fertilizers and pesticides. Additionally, periodic inspections of city operation facilities are conducted to ensure best management practices are being followed.
6: Pollution Prevention/Good Housekeeping	Evaluate City Maintenance Facility Annually	Yes. The activities at the various operational areas of the Public Works Facility include designated areas for equipment cleaning, tank clean-outs, and pollution prevention training. Evaluating the effectiveness of these BMP's will ensure compliance and effectiveness in reducing the discharge of pollutants in stormwater.

6: Pollution Prevention/Good Housekeeping	Review SWMP Annually	Yes. Evaluating the effectiveness of the SWMP ensures that discharges are effectively prohibited and responded to, while ensuring that the education of others is ongoing and relevant to reducing pollutant discharges.
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3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
1	Update City's Website with General Storm Water Information	Add SWMP to City's website	1	Updates	No. Although this update does not result in a direct reduction of pollutants, demonstrating the City's capacity and approach to managing storm water policies and practices will lead to an increase in awareness and practice of said policies, thus reducing pollutants.
1	Update City's Website with General Storm Water Information	Updates to the City website's section about storm water and pertinent issues	1	Updates	No. Although this update does not result in a direct reduction of pollutants, educating citizens and city staff on storm water policies and practices will lead to an increase in awareness and practice of said policies, thus reducing pollutants.
1	Post Storm Water Messages on City's Website	Posts made to City website of storm water quality information and topics of interest to the general public	2	Storm water quality messages	No. Although this update does not result in a direct reduction of pollutants, educating citizens and city staff on storm water practices will lead to an increase in awareness and practice of said practices, thus reducing pollutants.

1	Educational Pamphlets	Educational pamphlets to be distributed at City Hall, the Visitor's Center, and other public buildings	20	Pamphlets distributed	No. Although this update does not result in a direct reduction of pollutants, educating citizens and city staff on storm water policies and practices will lead to an increase in awareness and practice of said policies, thus reducing pollutants.
1	Employee Training & Outreach	Outreach program for discussing storm water quality issues.	1	Presentations	No. The pollutants will be expected to reduce over time as city departments become more experienced and capable of responding to stormwater pollutant situations appropriately.
1	Brochures for Commercial and Industrial Facilities	Informative brochures about the potential impact polluted storm water runoff can have	0	Brochures distributed	No. Although this update does not result in a direct reduction of pollutants, educating commercial and industrial facilities on storm water policies and practices will lead to an increase in awareness and practice of said policies, thus reducing pollutants.
1	Brochure for Construction Personnel	Informative brochures for distribution during construction permitting	0	Brochures distributed	No. Although this update does not result in a direct reduction of pollutants, educating construction personnel on storm water policies and practices will lead to an increase in awareness and practice of said policies, thus reducing pollutants.
2	Advisory Committee (Citizen Panel)	Advisory Committee to represent different segments of the community affected by the SWMP implementation	1	Committee updates	No. The Committee acts to review and implement the SWMP. As improvements and refinements are implemented, the SWMP will improve its effectiveness in preventing and reducing stormwater pollutants.

2	Participate in Public Outreach Event	Public outreach events	1	Public outreach events participated in	Yes. Many public outreach events not only educate others in pollution prevention, but also include immediate efforts to reduce and remove pollutants from a target area.
2	Provide Volunteer Opportunities	Opportunities provided for volunteers to participate in storm water quality activities	1	Events where support materials were provided	Yes. Providing a means of participation in storm water quality activities educates participants and conducts a targeted effort to reduce and remove pollutants.
3	Illicit Discharge Detection Plan	Storm water system map evaluations	100	Percent of storm system field verified	No. Although this BMP does not result in a direct reduction of pollutants, field verifying the storm water system map will ensure that it is reliable in identification of storm sewer routes and discharge points for monitoring and investigating.
3	Inspection Program for Regulated Businesses	Inspection of regulated businesses	1	Regulated businesses inspected	Yes. Inspection will confirm the implementation of BMP's and effectiveness in reducing pollutants.
3	Provide Information to Regulated Businesses on Proper Handling of Discharges and Chemicals	Informational brochures for inspections of regulated businesses	0	Brochures distributed	No. Although this update does not result in a direct reduction of pollutants, educating regulated businesses on proper handling of discharges and chemicals will lead to an increase in awareness and practice safely handling these sources of contamination, thus reducing pollutants.

4	Provide Information Regarding Requirements for Construction Site Storm Water Controls During Site Plan Review	Informational brochures for public and construction site operators at site plan reviews or preconstruction meetings	0	Brochures distributed	No. Although this update does not result in a direct reduction of pollutants, educating public and construction site operators on storm water policies and practices will lead to an increase in awareness and practice of said policies, thus reducing pollutants.
4	Construction Site Inspection Program and Enforcement of Control Measures	Inspections of ongoing construction activities within city limits	5	Reviews conducted	Yes. By inspecting ongoing construction sites, the City can evaluate if proper BMP's are in place and being followed to reduce sediment discharge and erosion.
5	Integrate Post-Construction Requirements into Site Plan Review and Inspection Programs	Inspections of post-construction sites for compliance to storm water quality requirements	3	Construction site activities inspected	Yes. By inspecting post-construction sites, the City can evaluate if proper BMP's are in place and being followed to reduce potential contaminants contributing to stormwater discharge.
6	Provide Spill Response and Prevention Training at City Maintenance Facility	Inspections of facilities for spill kits	1	Facility audits	Yes. The spill response kits are a means for a prompt, direct response to a pollutant discharge. Having them readily accessible increases the chance that the contamination will be successfully contained.
6	Provide Spill Response and Prevention Training at City Maintenance Facility	Training provided to city employees	1	Training sessions	No. Pollutant discharges and contaminations are expected to reduce over time as City employees become more experienced and capable of responding to such situations.

6	Evaluate City Maintenance Facility Annually	Activities listed for storm water impact for urban runoff concerns and sources	1	Evaluations	Yes. The evaluations of operational areas of the Public Works Facility ensures that the activities conducted there are effective in reducing pollutants.
6	Review SWMP Annually	SWMP and BMPs implemented and reported	1	Evaluations	No. Although this BMP does not result in the direct reduction of pollutants, conducting reviews of the SMWP and BMPs implemented ensures that deficiencies are corrected. It allows for the verification that stormwater pollution control measures are effective and efficient, which will minimize pollution from the City's own activities. This will lead to an improvement in pollutant reduction over time.

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	Update website.	Done.
1	Post 2 storm water quality messages on City's website.	Done.
1	Distribute pamphlets at City Hall, Visitor's Center, and other public buildings.	Done.
1	Annual presentation of BMPs, pollution prevention, & good housekeeping.	Done.
1	Review and update brochure.	Brochure created and reviewed.
1	Distribute brochure during inspections.	Conversations with TCEQ prior to August 2024 resulted in the City following the 2024 5 Year Permit, which does not include this item. However, the City has since received instruction to follow the 2019 5 Year Permit until the newly submitted SWMP has been approved by TCEQ. We will implement this measurable goal from this point forward until such time that the new Stormwater Permit takes effect.
1	Review and update brochure.	Brochure created and reviewed.

1	Distribute during construction meetings and permit process.	Conversations with TCEQ prior to August 2024 resulted in the City following the 2024 5 Year Permit, which does not include this item. However, the City has since received instruction to follow the 2019 5 Year Permit until the newly submitted SWMP has been approved by TCEQ. We will implement this measurable goal from this point forward until such time that the new Stormwater Permit takes effect.
2	Update Committee on implementation of SWMP.	Done.
2	Participate in one (1) public outreach event, i.e. Earth Day.	Done.
2	Identify volunteers.	Done.
2	Provide support materials.	Done.
3	Update current storm water drainage system map and field verify outfall information.	Done.
3	Review Ordinance #1071 Prohibiting illicit Discharges (dated 8/12/2012) and make any necessary revisions.	Done.
3	Evaluate existing program and identify additional resources and training needs.	Done.
3	Identify regulated businesses.	Business identification is ongoing.
3	Develop brochure.	Done.
4	Review Ordinance #1071 Prohibiting illicit Discharges (dated 8/12/2012) and make any necessary revisions.	Done.

4	Review brochure and update if needed.	Done.
4	Distribute brochure during site plan review.	Conversations with TCEQ prior to August 2024 resulted in the City following the 2024 5 Year Permit, which does not include this item. However, the City has since received instruction to follow the 2019 5 Year Permit until the newly submitted SWMP has been approved by TCEQ. We will implement this measurable goal from this point forward until such time that the new Stormwater Permit takes effect.
4	Review current process for handling of reported problems and update as needed.	Done.
4	Review inspection process and update as needed.	Done.
4	Inspect construction site activities.	Done.
5	Review program based on Ordinance #1071; update as needed.	Done.
5	Inspect post-construction sites for compliance.	Done.
6	Inspect facilities for spill kits annually.	Done.
6	Provide training to city employees annually.	Done.
6	Verify pollution prevention & good housekeeping practices are followed.	Done.
6	Verify SWMP & BMPs are effective, make necessary updates, & report on annual report.	Done.

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.?

MS4 conducts visual inspections, cleaning, and observation for illicit discharges. No illicit discharges were observed or reported during the reporting year.

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.

The 2024 Texas 303(d) list contains the Clear Lake Channel (Segment 2421A), which has not changed since the segment was first listed in 2010. No newly-identified impaired waters were listed in the 2024 documents.

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

N/A

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

Targeted controls were not implemented.

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

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

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

Description of bacteria-focused BMP	Comments/Discussion

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

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	Information on the MS4 Operator's Website	Maintain a webpage with current and accurate information and working links. Maintain for the full year, each year.	Same as stormwater activity.
1	Information on the MS4 Operator's Website	Check all links and update page as necessary at a minimum of once annually.	Same as stormwater activity.
1	Social Media Posts, Social Media Campaign	Post a minimum of four times each year on a minimum of one social media platform. The message shall address ways attendees can minimize or avoid adverse stormwater impacts or practices to improve the quality of stormwater runoff. The messages shall be seasonally appropriate. A minimum of one post per quarter. All quarterly posts must be visible by attendees for the full year, each year.	Same as stormwater activity.
1	Fact Sheets/Brochures/Utility Bill Inserts/Door Hangars	Develop material topics that are group specific and address activities or pollutants of concern. Fact sheets, brochures, bill inserts, door hangers, or handouts shall be distributed each year for at least 75% of the intended audience.	Same as stormwater activity.
1	Fact Sheets/Brochures/Utility Bill Inserts/Door Hangars	Develop and implement a tracking system to estimate what percentage of the intended audience is reached for determining BMP effectiveness.	Same as stormwater activity.

2	Stream/Lake or Watershed Clean-Up Events; Litter/Trash Clean-Up Events	Publicize event for volunteer monitoring of water quality in the area. Advertise using website and city council announcements to reach at least 75% of the intended audience.	Same as stormwater activity.
2	Stream/Lake or Watershed Clean-Up Events; Litter/Trash Clean-Up Events	Inspect water quality in the area using volunteer forces as much as possible. Record 100% of observations and track number of instances of low quality recorded. Record number of volunteers.	Same as stormwater activity.
2	Public Meeting for Input on Program Implementation	Host a minimum of one meeting annually for input on the program implementation to be advertised to reach at least 75% of the intended audience.	Same as stormwater activity.
2	Public Meeting for Input on Program Implementation	During the meeting, present the proposed SWMP, solicit feedback on the selected BMP's, and invite suggestions for additional BMP's. Record the date, agenda, and number of participants at the meeting.	Same as stormwater activity.
2	Public Meeting for Input on Program Implementation	Record, evaluate and incorporate valid comments and suggestions into SWMP.	Same as stormwater activity.
3	Maintain a Current and Accurate MS4 Map	Review and update, as necessary, at least one time annually to include features which have been added, removed, or changed.	Same as stormwater activity.
3	Conduct Training for All the Permittee's Field Staff	Conduct a minimum of one training annually for 100% of MS4 field staff that may come into contact with or otherwise observe an illicit discharge, illegal dumping, or illicit connection to the small MS4 as part of their normal job responsibilities.	Same as stormwater activity.

3	Maintain and Publicize a Public Reporting Method for the Public to Report Illicit Discharges, Illegal Dumping, or Water Quality Impacts Associated with Discharges Into or From the Small MS4	Maintain a minimum of one public reporting mechanism 100% of the time during the permit term.	Same as stormwater activity.
3	Maintain and Publicize a Public Reporting Method for the Public to Report Illicit Discharges, Illegal Dumping, or Water Quality Impacts Associated with Discharges Into or From the Small MS4	Publicize the public reporting mechanism a minimum of two times annually in a method designed to reach at least 75% of the intended audience.	Same as stormwater activity.
3	Maintain and Publicize a Public Reporting Method for the Public to Report Illicit Discharges, Illegal Dumping, or Water Quality Impacts Associated with Discharges Into or From the Small MS4	In addition, the public reporting mechanism must be publicized on the public website 100% of the time during the permit term.	Same as stormwater activity.
3	Develop and Maintain Procedures for Responding to Illicit Discharges, Illegal Dumping, and Spills	Review and update the procedures at least one time annually to address changes and make improvements to the established procedures where applicable.	Same as stormwater activity.
3	Source Investigation and Elimination of Illicit Discharges and Illegal Dumping	Respond to 100% of known illicit discharges and illegal dumping incidents each year to investigate sources.	Same as stormwater activity.
3	Source Investigation and Elimination of Illicit Discharges and Illegal Dumping	Each year, respond to 100% of high priority discharges each year, such as sanitary sewer discharges within 24 hours.	Same as stormwater activity.
3	Source Investigation and Elimination of Illicit Discharges and Illegal Dumping	For 100% of known illicit discharges or illegal dumping incidents where the small MS4 does not have jurisdiction, notify the adjacent MS4 operator or the applicable TCEQ regional office each year.	Same as stormwater activity.

3	Source Investigation and Elimination of Illicit Discharges and Illegal Dumping	Notify TCEQ immediately of 100% of illicit flows believed to be an immediate threat to human health or the environment throughout the permit term.	Same as stormwater activity.
3	Corrective Action to Eliminate Illicit Discharges and Illegal Dumping	For 100% of illicit discharges or illegal dumping where a source has been determined, notify the responsible party of the problem within 24 hours.	Same as stormwater activity.
3	Corrective Action to Eliminate Illicit Discharges and Illegal Dumping	Require the responsible party to perform all necessary corrective actions to eliminate the illicit discharge.	Same as stormwater activity.
3	Inspection Procedures	Review and update the procedures at least one time annually to address changes and make improvements to the established procedures where applicable.	Same as stormwater activity.
3	Inspections in Response to Complaints	Conduct inspections in response to 100% of complaints each year according to the established procedures.	Same as stormwater activity.
3	Inspections in Response to Complaints	Conduct follow up inspections in 100% of cases each year where necessary as described in the established procedures.	Same as stormwater activity.
4	Develop and Maintain an Ordinance or Other Regulator Mechanism	Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.	Same as stormwater activity.
4	Prohibit Discharges	Develop and maintain an ordinance or other regulatory mechanism to prohibit these discharges.	Same as stormwater activity.

4	Prohibit Discharges	Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.	Same as stormwater activity.
4	Maintain and Implement Site Plan Review Procedures that Describe Which Plans Will Be Reviewed as Well as When an Operator May Begin Construction	Review and update site plan review procedures at least one time annually to address changes and make improvements to the established procedures where applicable.	Same as stormwater activity.
4	Maintain and Implement Site Plan Review Procedures that Describe Which Plans Will Be Reviewed as Well as When an Operator May Begin Construction	Implement site plan review procedures for 100% of new construction site plans received each year.	Same as stormwater activity.
4	Implement Procedures for Inspecting Large and Small Construction Projects	Review and update inspection procedures at least one time annually to address changes and make improvements to the established procedures where applicable.	Same as stormwater activity.
4	Conduct Construction Site Inspection	Conduct inspections at 80% of active construction sites annually according to the established procedures.	Same as stormwater activity.
4	Conduct Construction Site Inspection	Each year, conduct follow up inspections in 100% of cases where necessary as described in the established procedures.	Same as stormwater activity.
4	Develop, Implement, and Maintain Procedures for Receipt and Consideration of Information Submitted by the Public	Review and update procedures for the receipt and consideration of information submitted by the public at least one time annually to address changes and make improvements to the established procedures where applicable.	Same as stormwater activity.

4	Develop, Implement, and Maintain Procedures for Receipt and Consideration of Information Submitted by the Public	Maintain one webpage, hotline, or similar method for receipt of information submitted by the public throughout the permit term.	Same as stormwater activity.
4	Conduct Training for all the MS4 Staff Whose Primary Job Duties are Related to Implementing the Construction Stormwater Program	Conduct a minimum of one training annually for 100% of MS4 staff whose primary job duties are related to implementing the construction stormwater program.	Same as stormwater activity.
5	Develop and maintain an ordinance or other regulatory mechanism	Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.	Same as stormwater activity.
5	Document and maintain records of enforcement actions and make them available for review by the TCEQ	Maintain records of 100% of enforcement actions taken each year.	Same as stormwater activity.
5	Document and maintain records of enforcement actions and make them available for review by the TCEQ	Make 100% of enforcement records available to TCEQ for review within 24 hours of request.	Same as stormwater activity.
5	Ensure the long-term operation and maintenance of structural stormwater control measures installed	Implement a maintenance plan and schedule addressing 100% of stormwater control measures each year where the MS4 operator is responsible for maintenance.	Same as stormwater activity.
5	Ensure the long-term operation and maintenance of structural stormwater control measures installed	Each year, require 100% of the owners or operators of any new development or redeveloped sites to develop and implement a maintenance plan addressing maintenance requirement for any structural control measures installed on site.	Same as stormwater activity.

5	Ensure the long-term operation and maintenance of structural stormwater control measures installed	Require the site owner or operators to maintain documentation onsite of 100% of the maintenance performed and made available for review by the small MS4 operator or TCEQ within 24 hours of the request.	Same as stormwater activity.
6	Permittee-Owned Facilities and Control Inventory	Develop and maintain an annual inventory for 100% of the small MS4 owned and operated facilities and controls in the small MS4 area.	Same as stormwater activity.
6	Permittee-Owned Facilities and Control Inventory	Review and update the inventory at least one time annually to address changes or additions to the facilities and controls where applicable.	Same as stormwater activity.
6	Training and Education	Conduct a minimum of one training annually for 100% of employees involved in implementing pollution prevention and good housekeeping practices.	Same as stormwater activity.
6	Training and Education	Ensure training of 100% of applicable contract staff is conducted at least one time annually using contract language or another similar method.	Same as stormwater activity.
6	Disposal of Waste Material	Ensure that 100% of waste from the MS4 is disposed of in accordance with 30 TAC Chapters 330 or 335, as applicable each year.	Same as stormwater activity.

6	Contractor Requirements and Oversight	Each year, ensure that 100% of contractors hired by the MS4 to perform maintenance activities on permittee-owned facilities is contractually required to comply with all of the stormwater control measures, good housekeeping practices, and facility-specific stormwater management operating procedures described in Parts IV D.6.(b)(2)-(6).	Same as stormwater activity.
6	Contractor Requirements and Oversight	Provide oversight of 100% of contractor activities to ensure that contractors are using appropriate control measures and SOPs each year.	Same as stormwater activity.
6	Contractor Requirements and Oversight	Oversight procedures must be maintained on-site 100% of the time and made available for review by TCEQ within 24 hours of request.	Same as stormwater activity.

6	Assessment of Permittee-Owned Operations	<p>Evaluate 100% of O&M activities for their potential to discharge pollutants in stormwater annually including but not limited to:</p> <ul style="list-style-type: none"> • Road and parking lot maintenance, including such areas as pothole repair, pavement marking, sealing, and re-paving; • Bridge maintenance, including such areas as re-chipping, grinding, and saw cutting; • Cold weather operations, including plowing, sanding, and application of deicing and anti-icing compounds and maintenance of snow disposal areas; and • Right-of-way maintenance, including mowing, herbicide and pesticide application, and planting vegetation. 	Same as stormwater activity.
6	Identify Pollutants of Concern	Identify pollutants of concern that could be discharged from all of the O&M activities described in Part IV.D.6.(b)(5)b and maintain a list of 100% of the pollutants identified. Including for example, metals; chlorides; hydrocarbons such as benzene, toluene, ethyl benzene, and xylenes; sediment; and trash.	Same as stormwater activity.
6	Identify Pollutants of Concern	Review and update the pollutants of concern list at least one time annually to address changes or additions to the O&M activities where applicable.	Same as stormwater activity.

6	Pollution Prevention Measures	<p>Develop and implement a set of pollution prevention measures that will reduce the discharge of pollutants in stormwater from the permittee-owned operations. Implement the following pollution prevention measures:</p> <ul style="list-style-type: none"> • 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. 	Same as stormwater activity.
6	Inspection of Pollution Prevention Measures	At least one time annually, visually inspect 100% of pollution prevention measures implemented at permittee-owned facilities to ensure they are working properly.	Same as stormwater activity.
6	Inspection of Pollution Prevention Measures	Develop and maintain written procedures that describe the frequency of inspections and how they will be conducted.	Same as stormwater activity.
6	Inspection of Pollution Prevention Measures	Review and update the inspection procedures at least one time annually to address changes or additions to the pollution prevention measures.	Same as stormwater activity.
6	Inspection of Pollution Prevention Measures	Maintain a log of 100% of the inspections conducted annually and make the log available for review by the TCEQ within 24 hours of a request.	Same as stormwater activity.

6	Structural Control Maintenance	At least one time annually, perform maintenance of 100% of the structural controls which require maintenance. Maintenance must be consistent with maintaining the effectiveness of the BMP.	Same as stormwater activity.
6	Structural Control Maintenance	The permittee shall develop and maintain written procedures that define the frequency of inspections and how they will be conducted.	Same as stormwater activity.
6	Structural Control Maintenance	Review and update the maintenance procedures at least one time annually to address changes or additions to the pollution prevention measures.	Same as stormwater activity.

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:

See the following table. Note that changes made are based on TCEQ review and comments on the proposed SWMP. Formal approval is still pending.

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

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

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

N/A

G. Additional BMPs for TMDLs and I-Plans

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

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

H. Additional Information

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

☐ Yes ☒ No

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

- 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):

_____ 5 _____

- 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	N/A
The total number of acres disturbed for municipal construction projects	N/A

Note: Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.

J. Certification

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed): Cesar Garcia Title: City Administrator

Signature:  Date: 3/31/2025

Name of MS4: City of Kemah

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