

## Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

### A. General Information

Authorization Number: TXR040457

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

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) 01/01/2020

Reporting period end date: (month/date/year) 12/31/2020

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

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

Region the annual report was submitted to: TCEQ Region 11

### B. Status of Compliance with the MS4 GP and SWMP

1. Provide information on the status of complying with permit conditions:  
(TXR040000 Part IV.B.2)

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		

Permittee is currently in compliance with recordkeeping and reporting requirements.	X		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		

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

<b>MCM(s)</b>	<b>BMP</b>	<b>BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)</b>
1	Determine Stormwater Committee meeting schedule.	Yes. Participation in Stormwater Committee meetings ensures that the provisions in the SWMP are implemented to protect water quality.
1	Conduct Stormwater Committee meetings in accordance with the identified schedule and with state and local public notice requirements.	Yes. Holding meetings and continuing an ongoing dialogue about stormwater issues in the District through email correspondence and a standing item on each agenda ensures that any items of concern regarding pollution prevention can be readily address.
1	Implement procedures for supplying brochures to each Board Director and all consultants.	Yes. Supplying brochures to each Board Director and all consultants will ensure Stormwater Committee meetings are conducted effectively and efficiently to implement the provisions in the SWMP to protect water quality.

1	Brochures shall be made available to all District residents in physical form at the main District office, and shall be made available in electronic form through the District's website and electronic mailing list.	Yes. Providing education and outreach based on specific activities and anticipated pollutants within the District assists in reducing the discharge of pollutants by making residents aware of common pollutants that may be discharged into the stormwater system.
1	Review and update list of subjects related to Stormwater quality for inclusion on the District's website.	Yes. Reviewing and updating the list of subjects related to Stormwater quality on the District's website will ensure that residents are aware of ongoing activities and anticipated pollutants within the District that will assist in reducing the discharge of such pollutants.
1	Review and select method of delivery of public announcements relating to stormwater quality within the District, including information about hazards associated with illegal discharges and improper disposal of waste and about the impacts stormwater can have on water quality, and steps they can take to reduce pollutants in stormwater.	Yes. Selecting an effective method of delivery of public announcements relating to stormwater quality within the District, including information about hazards associated with illegal discharges and improper disposal of waste and about the impacts stormwater can have on water quality, and steps they can take to reduce pollutants in stormwater, will assist in reducing the discharge of such pollutants.
1	Review and select language for public service announcements regarding the protection of stormwater in the District.	Yes. Providing education and outreach based on specific activities and anticipated pollutants within the District assists in reducing the discharge of pollutants by making residents aware of common pollutants that may be discharged into the stormwater system.

1	Coordinate with receiving facility to develop a schedule for hazardous waste disposal and/or recycling, and provide notification to residents about such schedule.	Yes. Participating in the Lake Travis Regional Reuse & Recycling Center, and providing notification to residents about schedules for hazardous waste disposal drives will ensure resident participation in safely disposing of hazardous waste and/or recycling. This will also assist in mitigating discharges to ensure the reduction of stormwater pollutants.
1	Provide annual report to the MS4 Stormwater Committee on the number of residents served by recycling events and amount of materials recovered.	Yes. Keeping Committee members informed of the number of residents served by Lake Travis Regional Reuse & Recycling Center events and amount of materials recovered by providing members with the MS4 annual report will ensure that the Committee makes decisions based on accurate and current information and ensure the reduction of stormwater pollutants.
1	Develop a schedule to inspect existing labeled storm drains for damaged and/or missing medallions and make repairs, and identify target areas or streets to be included in the storm drain labeling program.	Yes. Inspecting existing labeled storm drains for damaged and/or missing medallions will ensure any necessary repairs are made provide information to reduce stormwater pollutants. Identifying target areas or streets to be included in the storm drain labeling program will also help inform individuals that the drains lead to water bodies, and encourage individuals not to discharge pollutants into the drains.
1	Review and evaluate slogans, logos, and/or text for labeling Stormwater inlet structures.	Yes. Clear and effective slogans, logo, and/or text for labeling Stormwater inlet structures will assist in educating residents and encourage participation with District programs to reduce stormwater pollutants.
1	Commence the review and inspection of labeled storm drains in accordance with the written procedures.	Yes. Storm drain labels inform individuals that the drains lead to water bodies, and encourage individuals not to discharge pollutants into the drains. Inspection and review ensures that such labels are maintained to provide this message.

2	Evaluate opportunities for collaboration with the Village of the Hills and/or Travis County for participation in the inspection and enforcement of pollutant discharges into the MS4.	Yes. The District's ongoing coordination with the Village of the Hills, Club Corp and Travis County ensures that these entities continue to work together to prevent illicit discharges.
2	Develop written notification procedures for the reporting of discharges or incidents to an entity with enforcement authority over such incidents. Develop procedures for tracing, removing, reporting, and responding to illicit discharges and their sources.	Yes. Developing written notification procedures for the reporting of discharges or incidents to an entity with enforcement authority ensures effective responses to illicit discharges.
2	Annually verify existing map of the MS4, including MS4 receiving streams, Stormwater outfalls, permit coverage area, and any other information that may be required by the designated NPDES permitting authority.	Yes. Verifying the existing map of MS4 annually will ensure that the District is in compliance with all requirements under its permit and assist in the efforts to ensure the reduction of stormwater pollutants.
2	Review and continue to implement training and other procedures to track locations of illicit discharges.	Yes. Implementing training and other procedures to effectively track locations of illicit discharges will allow the District to quickly identify discharges and reduce stormwater pollutants.

2	Implement a systematic outfall screening schedule to ensure the screening of the entire MS4 system within the 5 year permit term.	Yes. The implementation of a systematic outfall screening schedule will ensure regular screening of the MS4 system and assist in detecting illicit discharges and the reduction of stormwater pollutants. See <u>Exhibit B</u> .
2	Develop written procedures to facilitate collaboration to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.	Yes. Coordinating with districts, municipalities and other entities will ensure that illicit discharges originating outside of the MS4 jurisdiction are identified and targeted for repair to reduce stormwater pollutants within the MS4 jurisdiction.
2	Annually report the reported sanitary sewer system overflows reported by the public.	Yes. The District operates its own wastewater system and has a sanitary sewer overflow identification procedures in place, including investigation of overflows. This system reduces and mitigates discharges to ensure the reduction of stormwater pollutants.
3	Review, update, and implement a site plan review process for any construction within the MS4 to ensure consideration of potential water quality impacts. Develop and implement site inspection process and maintain records of said inspections.	Yes. A site plan review process for construction with the MS4 will ensure construction does not result in negative water quality impacts. The Districts site inspection process and maintenance of inspection records will ensure the District has accurate and up to date information regarding construction within the MS4 and any potential water quality impacts.
5	Review and update litter collection plan to include annual site inspections and verifications. Develop procedures to inform staff and contractors of operating procedures; maintain training attendance records, and develop contractor oversight procedures.	Yes. Annual site inspections and verifications will ensure that litter collection is conducted effectively and without any water quality impacts. Keeping staff and contractors informed of operating procedures and maintaining training records and contractor oversight will assist in the reduction of stormwater pollutants and avoid negative water quality impacts.

5	Review, update, and implement the District catch basin cleaning program.	Yes. Routinely cleaning MS4 catch basin and Stormwater inlet structures through the catch basin cleaning program reduces sediment and floatable materials discharges, which assists in the reduction of stormwater pollutants.
5	Review and update procedures and training for inspection of District to identify illegal dumping locations.	Yes. Identifying and investigating illegal dumping locations owned by the permittee will allow the District to determine the source of materials and encourage reporting of dumpers.
5	Develop written procedures for removing illegally dumped materials from permittee owned properties.	Yes. Effective procedures for removing illegally dumped materials from permittee owned property will encourage reporting of dumpers and assist in the reduction of stormwater pollutants.
5	Document all illegal dumping locations identified and post signs at illegal dumping locations that indicate the prohibitions associated with illegal dumping.	Yes. Identifying illegal dumping locations and posting signs indicating the prohibitions associated with illegal dumping will discourage continued illegal dumping and assist in the reduction of stormwater pollutants.
5	Perform inspections of all identified illegal dumping locations in accordance with written procedures.	Yes. Routine inspections of identified illegal dumping locations will ensure that any illegally dumped materials will be removed and pollutants in the stormwater reduced.

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	Determine Stormwater Committee meeting schedule.	District and Stormwater Committee calendars and statutory requirements	1	Meeting Schedule	No, but determining a Stormwater Committee meeting schedule is necessary for the Committee to address stormwater issues and policy determinations for the District.
1	Conduct Stormwater Committee meetings in accordance with the identified schedule and with state and local public notice requirements.	Identified schedule and with state and local public notice requirements.	4	Meetings	No, but for the Committee must remain compliant with state and local public notice requirements, as well as the identified schedule to ensure decisions and policy concerning stormwater issues are enforceable.



1	Implement procedures for supplying brochures to each Board Director and all consultants.	Prepare procedures to identify and reach out	1	Procedures	No, but supplying brochures will provide necessary information to assist in developing policies and procedures to ensure the reduction of common pollutants.
1	Brochures shall be made available to all District residents in physical form at the main District office, and shall be made available in electronic form through the District's website and electronic mailing list.	Physical and electronic copies of brochures	1	Brochures	No, but making brochures available to District residents will provide public education to assist in the reduction of common pollutants.
1	Review and update list of subjects related to Stormwater quality for inclusion on the District's website.	Stormwater subjects	1	List of subjects for website	No, but providing a comprehensive list of subjects related to stormwater quality will encourage public education and participation in the reduction of common pollutants.

1	Review and select method of delivery of public announcements relating to stormwater quality within the District, including information about hazards associated with illegal discharges and improper disposal of waste and about the impacts stormwater can have on water quality, and steps they can take to reduce pollutants in stormwater.	Public announcement delivery methods	1	Method of delivery reviewed and selected	No, but delivering public announcements efficiently and effectively will ensure that information about hazards associated with illegal discharges and improper disposal of waste, as well as the impacts stormwater can have on water quality will encourage the public and other entities to take steps to reduce pollutants.
1	Review and select language for public service announcements regarding the protection of stormwater in the District.	Develop language for public announcements	0	Public service announcements	No, but communicating necessary information regarding the protection of stormwater in the District will encourage the public and other entities to participate in reducing common pollutants.

1	Coordinate with receiving facility to develop a schedule for hazardous waste disposal and/or recycling, and provide notification to residents about such schedule.	Contact receiving facility	1	Schedule for hazardous waste disposal and/or recycling	No, but coordinating with receiving facility to develop a schedule for hazardous waste disposal and/or recycling assists in avoiding illegal discharges or improper disposal and encourages resident participation.
1	Provide annual report to the MS4 Stormwater Committee on the number of residents served by recycling events and amount of materials recovered.	Prepare and deliver annual report to MS4 Stormwater Committee	1	Annual report	No, but providing the Committee with the number of residents served by recycling events and amount of materials recovered will ensure the Committee has accurate and up-to-date information to make decisions regarding stormwater quality.
1	Develop a schedule to inspect existing labeled storm drains for damaged and/or missing medallions and make repairs, and identify target areas or streets to be included in the storm drain labeling program.	Develop schedule	1	Inspection schedule for labeled storm drains	No, but inspecting existing storm drains will ensure that damages and/or missing medallions, are identified and repaired.

1	Review and evaluate slogans, logos, and/or text for labeling Stormwater inlet structures.	Review and evaluate language and designs	1	Slogans, logos, and/or text for labeling Stormwater inlet structures.	No, but effective and clear slogans, logos, and/or text for labeling Stormwater inlet structures will assist residents in participating in the reduction of pollutants.
1	Commence the review and inspection of labeled storm drains in accordance with the written procedures.	Review and inspection of storm drains	24	Inspections	No, but reviewing and inspecting labeled storm drains according to written procedures will ensure that any issues relating to stormwater pollution are identified and addressed.
2	Evaluate opportunities for collaboration with the Village of the Hills and/or Travis County for participation in the inspection and enforcement of pollutant discharges into the MS4.	Collaborate with Village of the Hills and/or Travis County	1	Opportunities for participation in inspection and enforcement	No, but coordinating with the Village of the Hills and/or Travis county will ensure that inspections and enforcement of pollutant discharges into the MS4 are performed consistently and efficiently.

2	Develop written notification procedures for the reporting of discharges or incidents to an entity with enforcement authority over such incidents. Develop procedures for tracing, removing, reporting, and responding to illicit discharges and their sources.	Develop procedures	1	Written notification procedures	No, but developing written notification procedures for reporting discharges or incidents to enforcement authorities will ensure that illegal discharges or improper disposal is reported routinely and stormwater quality protected.
2	Annually verify existing map of the MS4, including MS4 receiving streams, Stormwater outfalls, permit coverage area, and any other information that may be required by the designated NPDES permitting authority.	Review of MS4 map	1	MS4 map	No, but verifying that the MS4 map is consistent with requirements by the designated NPDES permitting authority will ensure that the District remains compliant with all permitting requirements.

2	Review and continue to implement training and other procedures to track locations of illicit discharges.	Review and implementation of training and tracking procedures	1	Training and tracking procedures	No, but implementing training and other procedures to track locations of illicit discharges will assist enforcement authorities in the identification of target areas.
2	Implement a systematic outfall screening schedule to ensure the screening of the entire MS4 system within the 5 year permit term.	Implement outfall screening schedule	1	Outfall screening schedule	No, but a systematic outfall screening schedule will ensure that the District is able to screen the entire MS4 in accordance with permitting requirements.
2	Develop written procedures to facilitate collaboration to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.	Develop procedures	1	Written procedures for collaboration with entities outside of MS4 jurisdiction.	No, but collaborating with other entities regarding discharges that may originate outside of the MS4 jurisdiction will assist in eliminating illicit discharges contributing to stormwater pollution.
2	Annually report the reported sanitary sewer system overflows reported by the public.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at

3	Review, update, and implement a site plan review process for any construction within the MS4 to ensure consideration of potential water quality impacts. Develop and implement site inspection process and maintain records	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.
5	Review and update litter collection plan to include annual site inspections and verifications. Develop procedures to inform staff and contractors of operating procedures; maintain training attendance records, and develop contractor oversight procedures.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.
5	Review, update, and implement the District catch basin cleaning program.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to
5	Review and update procedures and training for inspection of District to identify illegal dumping locations.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.

5	Develop written procedures for removing illegally dumped materials from permittee owned properties.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.
5	Document all illegal dumping locations identified and post signs at illegal dumping locations that indicate the prohibitions associated with illegal dumping.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.
5	Perform inspections of all identified illegal dumping locations in accordance with written procedures.	Include standing item	1	Item on agenda	No, but including a routine item for drainage on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.

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>
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1	Determine Stormwater Committee meeting schedule.	Goal met. The Stormwater Committee prepared a schedule to meet to meet quarterly. However, due to the COVID-19 pandemic, the Committee met via teleconference on May 13, 2020, and communicated throughout the remainder of the year through email/phone.
1	Conduct Stormwater Committee meetings in accordance with identified schedule and with state and local public notice requirements.	Goal met. The Stormwater Committee prepared a schedule to meet to meet quarterly. However, due to the COVID-19 pandemic, the Committee met via teleconference on May 13, 2020, and communicated throughout the remainder of the year through email/phone. The meeting minutes from the May 13, 2020 meeting are included as <b>Exhibit A</b> .
1	Implement procedures for supplying brochures to each Board of Director and all consultants.	Goal met. Brochures have been made available to the Board of Directors.
1	Brochures shall be made available to all District residents in physical form at the main District office, and shall be made available in electronic form through the District's website and electronic mailing list.	Goal met. The District made brochures available to all District residents, in physical form at the District office and electronically on the District's website.  <a href="https://www.hurstcreekmud.org/2197/MS4---Stormwater">https://www.hurstcreekmud.org/2197/MS4---Stormwater</a>
1	Review and update list of subjects related to Stormwater quality for inclusion on the District's website.	Goal met. The Committee reviewed the list of subjects related to Stormwater quality and stormwater information was included on the District's website.  <a href="https://www.hurstcreekmud.org/2197/MS4---Stormwater">https://www.hurstcreekmud.org/2197/MS4---Stormwater</a>

1	Review and select method of delivery of public announcements relating to stormwater quality within the District, including information about hazards associated with illegal discharges and improper disposal of waste and about the impacts stormwater can have on quality, and steps they can take to reduce pollutants in stormwater.	Goal met. The Committee has selected the District's website to deliver announcements regarding discharges. The District will also coordinate with local entities, such as The Hills POA, to ensure public announcements relating to disposal of waste and discharges are disseminated.
1	Review and select language for public service announcements regarding the protection of stormwater in the District.	Goal met. The Committee approved the language for public service announcements issued in the District.
1	Coordinate with receiving facility to develop a schedule for hazardous waste disposal and/or recycling, and provide notification to residents about such schedule.	Goal met. A schedule for hazardous waste disposal and recycling was developed in coordination with the receiving facility and the District provided notice to residents of such schedule. The
1	Provide annual report to the MS4 Stormwater Committee on the number of residents served by recycling events and amount of materials recovered.	Goal met. The Committee reviewed the number of residents served by recycling events and identified the amount of materials recovered as provided by the annual report. The Lake Travis Regional Reuse and Recycling Center was scheduled to meet three times in Year 2, but was only able to hold an event on February 12, 2020 due to COVID-19.

1	Develop a schedule to inspect existing labeled storm drains for damaged and/or missing medallions and make repairs, and identify target areas or streets to be included in the storm drain labeling program.	Goal met. The Committee developed a schedule for District employees to inspect existing labeled storm drains for damages or needed repairs.
1	Review and evaluate slogans, logos, and/or text for labeling Stormwater inlet structures.	Goal met. The Committee assessed the slogans, logos, and text for such labels to ensure effective communication to residents regarding stormwater inlet structures and determined that the existing messages would continue to be used.
1	Commence the review and inspection of labeled storm drains in accordance with written procedures.	Goal met. The District performed all inspections of labeled storm drains according to District procedures.
2	Evaluate opportunities for collaboration with the Village of the Hills and/or Travis County for participation in the inspection and enforcement of pollutant discharges into the MS4.	Goal met. The District continued its coordinated effort with the Village of the Hills and Travis County. The Committee has identified Travis County Emergency Service District to clear out and maintain fire breaks and enforce illegal dumping, the Travis County Sheriff's department to enforce illegal dumping infractions, and Travis County WCID, the City of Lakeway, the City of Bee Cave, Lake Pointe MUD, and the Village of the Hills as continuing partners in the Lake Travis Regional Reuse and Recycling Center.
2	Develop written notification procedures for the reporting of discharges or incidents to an entity with enforcement authority over such incidents. Develop procedures for tracing, removing, reporting, and responding to illicit discharges and their sources.	Goal met. The Committee developed necessary reporting procedures for illicit discharges or incidents to ensure effective tracing and removal of such discharges.

2	Annually verify existing map of the MS4, including MS4 receiving streams, Stormwater outfalls, permit coverage area, and any other information that may be required by the designated NPDES permitting authority.	Goal met. The Committee reviewed the map of the MS4 and confirmed that all required information is correct and provided updates as needed.
2	Review and continue to implement training and other procedures to track locations of illicit discharges.	Goal met. The Committee conducted a review of District training relating to tracking illicit discharge locations.
2	Implement a systemic outfall screening schedule to ensure the screening of the entire MS4 system within the 5 year permit term.	Goal met. The District implemented a systemic outfall screening schedule and intends complete the screening of the entire MS4 system within the permit period. This schedule is provided as <u>Exhibit B</u> .
2	Develop written procedure to facilitate collaboration to eliminate illicit discharges that may originate outside of the MS4 jurisdiction.	Goal met. The Committee continues to collaborate with entities outside the MS4 jurisdiction to eliminate illicit discharges. This includes continuing the Lake Travis Regional Reuse and Recycling Center drives, as well as working with Lake Travis Fire to reduce dumping and discharges within fire break areas.
2	Annually report the reported sanitary sewer system overflows reported by the public.	Goal met. The Committee prepared and reviewed the annual report on sanitary sewer system overflows reported by the public.

3	Review, update, and implement a site plan review process for any construction within the MS4 to ensure consideration of potential water quality impacts. Develop and implement site inspection process and maintain records of said inspections.	Goal met. The Committee implemented a site plan review process for any construction within the MS4, taking water quality impacts into careful consideration. All records of inspections have been maintained.
5	Review and update litter collection plan to include annual site inspections and verifications. Develop procedures to inform staff and contractors of operating procedures; maintain training attendance records, and develop contractor oversight procedures.	Goal met. Litter is collected by the District's landscaping contractor at each visit to keep the common areas in acceptable condition by contract. The common areas are reviewed and identified by map.
5	Review, update, and implement the District's catch basin cleaning program.	Goal met. The Committee reviewed and continues to implement catch basin cleaning through the District's landscaping contractor.
5	Review and update procedures and training for inspection of District to identify illegal dumping locations.	Goal met. The Committee reviewed procedures for identifying illegal dumping locations within the District and training for staff in following up on such inspections and notifications.
5	Develop written procedures for removing illegally dumped materials from permittee owned properties.	Goal met. The Committee prepared written procedures for removing illegal dumped materials from permittee owned properties.

5	Document all illegal dumping locations identified and post signs at illegal dumping locations that indicate the prohibitions associated with illegal dumping.	Goal met. All illegal dumping locations were documented and signs posted at such locations communicating the prohibitions against illegal dumping to the public.
5	Perform inspections of all identified illegal dumping locations in accordance with written procedures.	Goal met. The District completed inspections of all identified illegal dumping locations in accordance with written procedures.

### **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.?

**District Staff conducted visual observations of all outfalls within the District during routine service within. No illicit discharges were discovered during these screenings as the outfalls and drainage system of the District are wet-weather facilities. No notable flows during dry weather were observed in outfalls, and inlets are routinely screened for removal of litter and any other potential stormwater pollutants.**

### **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**

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

**N/A**

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

**N/A**

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

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

For example, the MS4 may use the following benchmark indicators:

- number of sources identified or eliminated;
- number of illegal dumpings;
- increase in illegal dumping reported;
- number of educational opportunities conducted;
- reductions in sanitary sewer flows (SSOs); /or
- increase in illegal discharge detection through dry screening.

Benchmark Indicator	Description/Comments
N/A	N/A

## E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	Community engagement.	Perform public outreach.	The District plans to conduct at least one form of public outreach annually through community engagement. Report status to the MS4 Stormwater Committee annually.
1	Website	Update website.	The District plans to update the website to include Stormwater quality information and education, including SWMP and annual report.
1	Public Announcements.	Annual Public Service Announcements	The District will implement chosen method of public service announcements and identified topics around within the District by delivering at least two annual public announcements.



1	Coordinate hazardous waste disposal events	Provide adequate safety and disposal resources.	The Committee plans to ensure that adequate safety and disposal resources are provided to volunteer groups at each event at the Lake Travis Regional Reuse and Recycling Center.
2	Illicit Discharge Legal Authority	Review, update and implement District rules and policies	The Committee plans to review, update, and continue to implement District rules and policies to control pollutant discharges by any District facilities, employees, contractors, or any other entity over which the District has operational control through inspection and enforcement.
2	Maintain MS4 Map	Present MS4 map to District Board of Directors	The Committee will present the MS4 map to the District Board of Directors for annual review.
2	MS4 Outfall Screening	Investigate outfall drainage systems and eliminate illicit discharges	The Committee will investigate outfall drainage systems that are identified as having non-stormwater discharges from the MS4 and eliminate illicit discharges according to local Stormwater regulations
2	MS4 Outfall Screening	Complete screening of 30% of the Stormwater outfalls	The Committee plans to complete at least 30% of the stormwater outfalls that discharge to the MS4 in accordance with the identified schedule.
2	Interagency Agreements (Report to Village of the Hills and/or Travis County)	Report any identified illicit discharges	The Committee plans to report to the Village of the Hills and/or Travis County any identified illicit discharges, as well as recommendations for actions to eliminate such discharges through educational materials and collaborative reporting mechanisms
2	Runon-Runoff Pollutant Controls	Data collection	The Committee plans to develop and collection information relating to potential Stormwater runon-runoff sources that could be discharged to the MS4.
2	Runon-Runoff Pollutant Controls	Review and update guidance and distribute educational materials to community	The Committee plans to review and update guidance and educational materials for the community, as well as identify potentially affected facilities, and coordinate with them to encourage the reduction of runon-runoff stormwater pollutants to the MS4.
2	Sanitary Sewer Overflows	Engage area entities through direct outreach, electronic communication, and newsletters	The Committee anticipates engaging area entities will assist in identifying and eliminating the sources of sanitary sewer overflows.

3	Construction Legal Authority	Review and update written procedures	The Committee anticipates review of the existing written procedures to receive and consider information from the public, including the reporting of potential violations to be necessary.
3	Construction Legal Authority	Annually perform 100% review of all construction sites of one or more acres; review and update procedures for requirements of construction operators	The Committee anticipates to perform 100% review of all construction sites of one acre or more prior to commencement of soil disturbance to ensure adherence to District control measures. The Committee also anticipates reviewing and updating procedures for operators of such construction sites to further maintain certain stormwater control measures.
3	Construction Legal Authority	Review and evaluate educational materials regarding construction site operators and corresponding regulatory mechanism.	The Committee anticipates reviewing and evaluating topics to be included in educational materials and corresponding regulatory mechanism to encourage construction site operators to reduce construction site runoff through the implementation of erosion and sediment control as well as control of site waste.
3	Construction Legal Authority	Disseminate education materials to residents and local businesses	The Committee plans to disseminate the educational materials to residents and local businesses through publication in local newsletters, direct mail, or through the District website to encourage measures to reduce construction site runoff.
4	Post-Construction Runoff Legal Authority	Review and update topics for educational materials	The Committee plans to review and update topics to include in educational materials to encourage the reduction of post-construction site runoff and minimize the impacts of new development/redevelopment, as well as update accompanying regulatory mechanism.
5	Litter collection program	Implement prioritized litter collection program	The Committee plans to implement prioritized litter collection program based on the litter collection plan to be necessary.
5	Pesticide and Herbicide Application	Review and update a prioritized list of areas for alternative pest control practices	The Committee anticipates reviewing and updating a prioritized list of areas for alternative pest control practices to be implemented would reduce overall pesticide and herbicide application volumes.
5	Catch Basin Cleaning	Annual inspections	The District plans to provide an annual report to the MS4 Stormwater Committee based on the results of the annual inspections performed.

5	Landscaping and Lawn Care	Review and update existing methods	The Committee anticipates to update methods for containing and composing trimmings and grass clippings.
5	Landscaping and Lawn Care	Annual report	The Committee expects to receive and review reports on all annual inspections.

## 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. **(Not applicable)**

<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):

0

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

☐ Yes ☒ No

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

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

**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): Earl Wood Title: General Manager

Signature:  Date: 3-31-2021

Name of MS4 Hurst Creek Municipal Utility District

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.

**EXHIBIT A**



**MS4 COMMITTEE OF THE HURST CREEK MUNICIPAL UTILITY DISTRICT**

**1<sup>st</sup> Quarter Meeting**

**May 13, 2020**

A meeting for the 1<sup>st</sup> quarter of the MS4 Committee of the Hurst Creek Municipal Utilities District was held on May 13, 2020 at 2:00 pm via teleconference due to the COVID-19 Pandemic and meeting in person is not possible at this time.

**1. Attendance:**

Kurt Pendleton, HCMUD

Linda Lunney, HCMUD

Chris Robertson, Steger and Bizzell

**2. Year One Report - Status**

The following was discussed:

- The Year One Report has been filed
- Nothing was deferred from year one to year two
- Educate new MUD Director of MS4
- Make sure MS4 Permit and reports are prominent on the MUD website with the office phone number

**3. Discuss Minimum Control Measures (MCM)/Best Management Practices (BMP) requirements for Year Two**

**MCM1- A.1. Stormwater Committee: Formation of a committee on SWMP program development and implementation**

- Goals met

**MCM1-A.2. Development and Utilization of Educational Materials: Distribute stormwater quality education materials**

- Give a MS4 program update to the Board of Directors and educate new Director.
- Every new resident receives a welcome bag that contains educational materials on MS4

**MCM1-A.3. Website: Update existing District website to create a page devoted to Stormwater quality activities and Stormwater pollution prevention**

- Update and make the MS4 page more visible with a link to TCEQ and office phone number

**MCM1-A.4. Public Announcement: Development of public announcements for the purpose of educating the public on stormwater quality issues**

- Supply articles to place in POA newsletter, Village Face Book page
- Relate articles to timely information (Fertilizer in spring, leaf removal in fall)

**MCM1-A.5. Coordinate hazardous waste disposal and/or recycling with residents and receiving facility**

- The most recent event was cancelled due to COVID 19. The next event is scheduled for September 22
- An annual report of items collected will be submitted at the 4<sup>th</sup> Quarter meeting



**MCM1-A.6. Storm Drain Labeling: Labeling of Stormwater inlet structures with messages related to Stormwater quality issues**

- A maintenance schedule will be prepared
- A supply of replacement materials will be kept on hand

**MCM2-A.1. Illicit Discharge Legal Authority: Evaluate authority to prohibit illicit discharges of non-Stormwater to the MS4**

- Firewise enforcement of common areas.
- Written notification procedures for the reporting of any violations will be developed and approved by the Board of Directors.
- Question: does the MUD need to adopt procedures, or need to notify Travis County and if so, need a document stating so

**MCM2-A.2. Maintain the MS4 and Outfall Inventory: Maintain an updated map of the MS4 indicating the location of Stormwater discharge outfalls**

- This goal has been met

**MCM2-A.3. MS4 Outfall Screening: Conduct systematic inspection of outfalls in the MS4 in order to identify the presence of illicit discharges**

- MCM1-A.6 coincides and uses same system
- Implement a screening schedule - breaking areas to be screened throughout the year

**MCM2-A.4. Interagency Agreements: Develop interagency agreements for cooperative illicit discharge elimination activities where applicable (Village of The Hills and/or Travis County)**

- Will develop a written procedure to facilitate collaboration to eliminate illicit discharges that may originate outside of the MS4 jurisdiction

### **MCM3-A.1. Construction Legal Authority**

- Drainage Review Plan process – all construction is approved by MUD engineer.

### **MCM4-A.1. Post Construction Runoff Legal Authority**

### **MCM5-A.1. Prioritize Litter Collection**

- Year Two Measurable Goals – Review and update litter collection plans to include annual site inspections and verifications. Develop procedures to inform staff and contractors of operating procedures; maintain training attendance records, and develop contractor oversight procedures.
  - Scheduled volunteer Park clean-up
  - Quarterly Hazardous Waste Collection events – training and safety measures
  - Regularly scheduled landscaping maintenance

### **MCM5-A.4. Catch Basin Cleaning**

- Year Two Measureable Goal – Review, update, and implement the District’s catch basin cleaning program
  - Log any cleanouts through work orders

### **MCM5-A.5. Illegal Dumping**

- Year Two Measurable Goal-Review and update procedures and training for inspection of District to identify illegal dumping locations
  - MUD will check out reports of illegal dumping as needed, operators will be trained to look for any incidences.

- Year Two Measurable Goal-Develop written procedures for removing illegally dumped materials from permittee owned properties
- Year Two Measurable Goal-Document all illegal dumping locations identified and post signs at said locations and indicate the prohibitions associated with illegal dumping
- Year Two Measurable Goal-Perform inspections of all identified illegal dumping locations in accordance with written procedures
  - Develop policy and procedures addressing all aspects of illegal dumping

#### **4. Ideas for promoting MS4 Policy**

- Quarterly committee meetings
- Public service announcements through newsletters, notes on water bills and email blasts and social media messages with seasonal specific educational information.
- Include quarterly updates to the Board of Directors
- Annual reports to committee on the results of catch basin cleaning, sanitary sewer system overflows, and lawn care waste inspections

#### **5. Comments and Open Discussion**

A blanket policy and procedure to cover all MS4 requirements will be prepared with the advice of the MUD attorney and adopted by the Board of Directors.

The MUD engineer will divide the GIS map into four sections to be inspected periodically a section at a time.

Meeting adjourned at 3:25 pm.

## EXHIBIT B

