

**TPDES General Permit Number TXR040000**

**A. General Information**

Authorization Number: TXR040457

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

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) 01/01/2021

Reporting period end date: (month/date/year) 12/31/2021

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

Contact Name: Earl Wood Telephone Number: (512) 261-6281

Mailing Address: 102 Trophy Drive, The Hills, Texas 78738

E-mail Address: earlwood@hurstcreekmud.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 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	Perform at least one form of public outreach annually through community engagement. Report status to the MS4 Stormwater Committee annually.	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	Update the website to include Stormwater quality information and education, including the SWMP and annual reports.	Yes. Providing information 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	Implement chosen method of public service announcements and identified topics around and within the District by delivering at least two (2) annual public announcements.	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	Provide adequate safety and disposal resources to volunteer groups at each hazardous waste disposal and/or recycling event.	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.
2	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.	Yes. Reviewing, updating, and continuing to implement District rules and policies will ensure that District operations related to inspection and enforcement are performed efficiently and effectively to control pollutant discharges by any District facilities, employees, contractors, or other applicable entity.
2	Present the MS4 map to the District Board of Directors for review, and annual review thereafter.	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	Investigate outfall drainage systems that are identified as having non-Stormwater discharges from the MS4 and eliminate illicit discharges according to local Stormwater regulations.	Yes. Investigating the locations of illicit discharges will allow the District to quickly eliminate discharges and reduce stormwater pollutants.
2	Complete screening of 30% of the Stormwater outfalls that discharge to the MS4 in accordance with the identified schedule.	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. 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.
2	Report to the Village of the Hills and/or Travis County any identified illicit discharge, as well as recommendations for actions to eliminate such discharges through educational materials and collaborative reporting mechanisms.	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 and collect information on potential Stormwater runoff sources that could be discharged to the MS4.	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.

2	Review and update guidance and distribute educational materials for distribution to the community. Identify potentially affected facilities, and coordinate with them to encourage the reduction of runoff Stormwater pollutants to the MS4.	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.
2	Engage area entities through direct outreach, electronic communication, and newsletters to identify and eliminate sources of sanitary sewer overflows.	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.
3	Review and update written procedure to receive and consider information from the public, including the reporting of potential violations.	Yes. Reviewing and updating the written procedure to receive and consider public comments, including reports of potential violations, allows the District to effectively respond, reduce, and mitigate discharges to ensure the reduction of stormwater pollutants.
3	Annually 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. Review and update procedures for requirements of operations of construction sites one acre or greater to maintain certain stormwater control measures.	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.

3	Review and evaluate topics to include in educational materials and corresponding regulatory mechanism designed to encourage construction site operators to reduce construction site runoff through implementation of erosion and sediment control as well as the control of site waste.	Yes. Reviewing and evaluating topics to include in educational materials and corresponding regulatory mechanism will encourage construction site operators to reduce construction site runoff through implementation of erosion and sediment control as well as control of site waste, which will ultimately reduce the amount of pollutants that may be discharged into the stormwater system.
3	Disseminate the educational materials encouraging measures to reduce construction site runoff to residents and local business through publication in local newsletters, direct mail, or through the District website.	Yes. Disseminating the education materials encouraging measures to reduce construction site runoff to residents and local businesses will assist in educating residents and encourage participation with District programs to reduce stormwater pollutants, including reporting potential violations.
4	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. Update and implement accompanying regulatory mechanism.	Yes. Reviewing and evaluating topics to include in educational materials and corresponding regulatory mechanism will educate construction site operators and encourage the reduction of post-construction site runoff and minimize the impacts of new development/redevelopment, which will ultimately reduce the amount of pollutants that may be discharged into the stormwater system.
5	Implement prioritized litter collection program based on the litter collection plan.	Yes. Implementing a prioritized litter collection program based on the litter collection plan can help reduce pollutants and debris in stormwater runoff. Annual site inspections and verifications will ensure that litter collection is conducted effectively and without any water quality impacts.

5	Review and update a prioritized list of areas where alternative pest control practices would reduce overall pesticide and herbicide application volumes.	Yes. Providing an updated list of areas where alternative pest control practices should be prioritized will educate and encourage residents to engage in such alternative pest control practices that reduce overall pesticide and herbicide application volumes in the designated area. These practices will reduce and mitigate discharges to ensure the reduction of stormwater pollutants.
5	Annually report to the MS4 Stormwater Committee on the results of all annual inspections performed.	Yes. Providing an annual report, including the results of all annual inspections, to the MS4 Stormwater Committee allows the Committee to evaluate the program's progress and determine goals for the following year.
5	Review and update written procedures to ensure that use of all herbicides, pesticides, and fertilizers are done in accordance with manufacturers' instructions for application rates and quantities.	Yes. Evaluating the District's, District's landscaping contractor's and Lake Travis Fire Rescue's requirements and practices will ensure that potential pollutants are not introduced to the stormwater system.
5	Review and update existing methods for containing and/or composting trimmings and grass clippings.	Yes. Evaluating the District's, District's landscaping contractor's and Lake Travis Fire Rescue's requirements and practices will ensure that potential pollutants are not introduced to the stormwater system.

5	Annually, report to the MS4 Stormwater Committee on the results of all annual inspections.	Yes. Providing an annual report, including the results of all annual inspections, to the MS4 Stormwater Committee allows the Committee to evaluate the program's progress and determine goals for the following year.
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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**):

<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	Perform at least one form of public outreach annually through community engagement. Report status to the MS4 Stormwater Committee annually.	Annual report on inspections within the MS4 Stormwater system.	1	Consumer confidence report	No, but providing a consumer confidence report to the public educates the community on the status of the MS4 Stormwater Committee and its progress.

1	Update the website to include Stormwater quality information and education, including the SWMP and annual reports.	Stormwater subjects	1	Website	No, but providing information 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 pollutants.
1	Implement chosen method of public service announcements and identified topics around and within the District by delivering at least two (2) annual public announcements.	Public services announcements	2	Website	No, but providing public service announcements on identified topics available to District residents through the District's website will provide public education to assist in the reduction of common pollutants.

1	Provide adequate safety and disposal resources to volunteer groups at each hazardous waste disposal and/or recycling event.	Physical safety and disposal resources	1	Safety and disposal resources	No, but making safety and disposal resources available to volunteer groups will ensure hazardous waste disposal and/or recycling events are successful and assist in the reduction of common pollutants.
2	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.	District rules and policies related to controlling pollutant discharges	1	District rules and policies	No, but reviewing, updating, and continuing to implement District rules and policies will ensure that District operations related to inspection and enforcement are performed efficiently and effectively to control pollutant discharges by any District facilities, employees, contractors, or other applicable entity.

2	Present the MS4 map to the District Board of Directors for review, and annual review thereafter.	Prepare MS4 Map	1	MS4 Map	No, but 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	Investigate outfall drainage systems that are identified as having non-Stormwater discharges from the MS4 and eliminate illicit discharges according to local Stormwater regulations.	Outfall drainage systems identified as having non-stormwater discharges	0	Investigations	No, but investigating the locations of illicit discharges will allow the District to quickly eliminate discharges and reduce stormwater pollutants.
2	Complete screening of 30% of the Stormwater outfalls that discharge to the MS4 in accordance with the identified schedule.	Perform screenings of Stormwater outfalls that discharge to the MS4	5	Screenings	No, but completing screenings of Stormwater outfalls that discharge to the MS4 allows the District to identify and eliminate any illicit discharges.

2	Report to the Village of the Hills and/or Travis County any identified illicit discharge, as well as recommendations for actions to eliminate such discharges through educational materials and collaborative reporting mechanisms.	Prepare and deliver interlocal agreement.	1	Interlocal Agreement	No, but providing the interlocal agreement between the District and the Village of the Hills and the Hills Property Owners' Association encourages collaborate reporting and disseminates educational materials regarding waste disposal, animal disposal and additional services.
2	Develop and collect information on potential Stormwater runoff sources that could be discharged to the MS4.	Develop memorandum	1	Memorandum summarizing potential Stormwater runoff sources	No, but developing an annual memorandum identifying potential runoff sources will help the District continue to manage discharges to the MS4.

2	Review and update guidance and distribute educational materials for distribution to the community. Identify potentially affected facilities and coordinate with them to encourage the reduction of runoff Stormwater pollutants to the MS4.	Review and update materials encouraging the reduction of runoff Stormwater pollutants to the MS4.	1	Memorandum listing new home construction sites/projects.	No, but effective and clear educational materials detailing construction within the community and identifying potentially affected facilities will encourage the reduction of runoff Stormwater pollutants to the MS4.
2	Engage area entities through direct outreach, electronic communication, and newsletters to identify and eliminate sources of sanitary sewer overflows.	Prepare summary of lift station cleaning and hydro jetting log.	1	Summary of lift station cleaning and hydro jetting log; consumer confidence report	No, but reports on lift station cleaning and hydro jetting of infrastructure, as well as information included in the consumer confidence report educates the community on ways to eliminate sanitary sewer overflows.
3	Review and update written procedure to receive and consider information from the public, including the reporting of potential violations	Review of written procedure	1	Written notification procedures	No, but reviewing/updating procedures for reporting discharges or incidents will ensure that illegal discharges or improper disposal is reported routinely and stormwater quality protected.

3	Annually 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. Review and update procedures for requirements of operations of construction sites one acre or greater to maintain certain stormwater control measures.	Perform review of construction sites and procedures for construction operations.	0	Site reviews and written procedures	No, but performing reviews of construction sites and reviewing procedures for construction operations within the MS4 will protect against illicit discharges and stormwater quality.
3	Review and evaluate topics to include in educational materials and corresponding regulatory mechanism designed to encourage construction site operators to reduce construction site runoff through implementation of erosion and sediment control as well as the control of site waste.	Review of Rules and Requirements for New Construction and Village of the Hills POA's Architecture Review Committee Procedures	1	Rules and Procedures	No, but reviewing and evaluating topics to include in educational materials and corresponding regulatory mechanisms will ensure that construction site operators receive sufficient information to reduce site runoff through implementation of recommendations.

3	Disseminate the educational materials encouraging measures to reduce construction site runoff to residents and local business through publication in local newsletters, direct mail, or through the District website.	Disseminate Rules and Requirements for New Construction	1	Electronic copies of rules on District website	No, but providing educational materials will ensure that construction site operators receive sufficient information to reduce site runoff through implementation of recommendations.
4	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. Update and implement accompanying regulatory mechanism.	Review of Rules and Requirements for Construction within the MS4	1	Rules and Procedures	No, but reviewing and evaluating topics to include in educational materials and corresponding regulatory mechanisms will ensure that construction site operators receive sufficient information to reduce site runoff through implementation of recommendations.
5	Implement prioritized litter collection program based on the litter collection plan.	Implement landscaping contracts in accordance with District and The Hills POA law care rules	1	Landscape contracts	No, but implementing litter collection will reduce pollutants and unwanted discharges to protect stormwater quality.

5	Review and update a prioritized list of areas where alternative pest control practices would reduce overall pesticide and herbicide applications volumes.	Review of list of areas for alternative pest control practices	1	List of potential areas	No, but reviewing and updating a list where alternative pest control practices should be prioritized will reduce the volume of pollutants and discharges into the MS4.
5	Annually report to the MS4 Stormwater Committee on the results of all annual inspections performed.	Include standing item	1	Item on agenda	No, but including a routine item for inspections on agendas ensures that any issues relating to stormwater pollution prevention can be addressed at meetings.
5	Review and update existing methods for containing and/or composting trimmings and grass clippings.	Include standing item	1	Item on agenda	No, but including an item for reviewing methods for containing and composting trimmings and grass clippings will ensure that proper methods are being utilized.

5	Review and update written procedures to ensure that use of all herbicides, pesticides, and fertilizers are done in accordance with manufacturers' instructions for application rates and quantities.	Review of written procedures	1	Written procedures	No, but reviewing written procedures for herbicide, pesticide, and fertilizer applications will ensure that all manufacturers' recommendations are met.
5	Annually report to the MS4 Stormwater Committee on the results of all monthly inspections.	Include standing item	1	Item on agenda	No, but including a routine item for inspections 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**):

MCM(s)	Measurable Goal(s)	<b>Explain progress toward goal or how goal was achieved.</b> <b>If goal was not accomplished, please explain.</b>
1	Perform public outreach annually through community engagement.	Goal met. Stormwater information was incorporated into consumer confidence report that is mailed to customers. A welcome bag containing educational material on the MS4 is provided to new residents within the District. The consumer confidence report is attached as <b>Exhibit A</b> .

1	Update the website to include Stormwater quality information.	Goal met. The website has been updated to allow customers to more easily report a concern, find reports for Year 1 and Year 2, and information related to the District's Stormwater Management Program.  <a href="https://www.hurstcreekmud.org/2197/MS4---Stormwater">https://www.hurstcreekmud.org/2197/MS4---Stormwater</a>
1	Implement chosen method of public service announcements and identified topics around and within the District by delivering at least two annual public announcements.	Goal met. The District held two recycling events open to the public in 2021 and distributed flyers related to the events to customers and residents around and within the District. The flyers are attached as <b><u>Exhibit B</u></b> .
1	Provide adequate safety and disposal resources to volunteer groups at each hazardous waste disposal and/or recycling event.	Goal met. The District contracted with Clean Earth Systems to help with the Hazardous Waste Disposal.
2	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.	Goal met. The Committee reviewed the District's rules and policies and established "MS4 Stormwater Policies and Procedures," as well as a contact list of local authorities. These additions are included as <b><u>Exhibit C</u></b> .
2	Present the MS4 map to the District Board of Directors for review, and annual review thereafter.	Goal met. The Committee has presented the MS4 map to the District Board of Directors for review. A copy of the map is attached as <b><u>Exhibit D</u></b> .
2	Investigate outfall drainage systems that are identified as having non-Stormwater discharges from the MS4 and eliminate illicit discharges according to local Stormwater regulations.	Goal met. The District performed all inspections of labeled storm drains according to District procedures.

2	Complete screening of 30% of the Stormwater outfalls that discharge to the MS4 in accordance with the identified schedule.	Goal met. The Committee has divided the District into four parts and conducts inspections annually. The inspection schedule is attached as Exhibit E.
2	Report to the Village of the Hills and/or Travis County any identified illicit discharge as well as recommendations for actions to eliminate such discharges through educational materials and collaborative reporting mechanisms.	Goal met. The Committee has reported any identified illicit discharges as well as recommendations for actions to eliminate such discharges through the interlocal agreement with the Village of the Hills, attached as Exhibit F.
2	Develop and collect information on potential Stormwater runoff sources that could be discharged to the MS4.	Goal met. The Committee developed and collected information related to potential Stormwater runoff sources that could be discharged into the MS4, in accordance with District rules and procedures.  <a href="http://www.hurstcreekmud.org/2165/Drainage">http://www.hurstcreekmud.org/2165/Drainage</a>
2	Review and update guidance and distribute educational materials for distribution to the community. Identify potentially affected facilities and coordinate with them to encourage the reduction of runoff Stormwater pollutants to the MS4.	Goal met. The Committee has reviewed and updated guidance related to the distribution of educational materials within the community.
2	Engage area entities through direct outreach, electronic communication, and newsletters to identify and eliminate sources of sanitary sewer overflows.	Goal met. The District performed lift station cleaning and performed hydro jetting in troubled areas to eliminate sources of sanitary sewer overflows. A copy of the hydro jetting log and lift station cleaning is attached as Exhibit G.

3	Review and update written procedure to receive and consider information from the public, including the reporting of potential violations.	Goal met. The Committee reviewed written procedure to receive and consider information from the public, including reporting of potential violations. The District updated its website to make it easier for customers to report potential concerns or violations.  <a href="https://www.hurstcreekmud.org/2197/MS4---Stormwater">https://www.hurstcreekmud.org/2197/MS4---Stormwater</a>
3	Annually 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. Review and update procedures for requirements of operations of construction sites one acre or greater to maintain certain stormwater control measures.	Goal met. There are no construction sites of one acre or more to be reviewed by the District.
3	Review and evaluate topics to include in educational materials and corresponding regulatory mechanism designed to encourage construction site operators to reduce construction site runoff through implementation of erosion and sediment control as well as the control of site waste.	Goal met. The Committee reviewed and evaluated topics to include in educational materials and corresponding regulatory mechanisms, including the The Hills Property Owner's Association's Architecture Review Committee procedures. Construction site operators are provided with such information when applying for permits through the Village of the Hills, a copy of which is attached as Exhibit H.  <a href="http://www.hurstcreekmud.org/2165/Drainage">http://www.hurstcreekmud.org/2165/Drainage</a>
3	Disseminate the educational materials encouraging measures to reduce construction site runoff to residents and local business through publication in local newsletters, direct mail, or through the District website.	Goal met. The District has provided educational materials to new residents and local businesses on the website and new resident packets.  <a href="http://www.hurstcreekmud.org/2165/Drainage">http://www.hurstcreekmud.org/2165/Drainage</a>

4	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. Update and implement accompanying regulatory mechanism.	Goal met. The Committee continues to review and update topics to include in educational materials to encourage the reduction of post-construction site runoff and minimize the impact of new development/redevelopment.  <a href="http://www.hurstcreekmud.org/2165/Drainage">http://www.hurstcreekmud.org/2165/Drainage</a>
5	Implement prioritized litter collection program based on the litter collection plan.	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 and update a prioritized list of areas where alternative pest control practices would reduce overall pesticide and herbicide application volumes.	Goal met. The District follows all manufacturer's recommendations for herbicide and pesticide applications. The District also contracted with Lake Travis Fire Rescue to help facilitate "fire break" corridors through common area properties.
5	Annually report to the MS4 Stormwater Committee and the results of all annual inspections performed.	Goal met. The Committee received a report of where areas of concern were cleaned and issues documented. The Committee reviews and continues to implement catch basin cleaning through the District's landscaping contractor.
5	Review and update existing methods for containing and/or composing trimmings and grass clippings.	Goal met. The District has reviewed, updated, and implemented methods for containing and/or composing trimmings and grass clippings, including wood dumpsters for trimmings and site bulk collections.
5	Annually report to the MS4 Stormwater Committee on the results of all annual inspections.	Goal met. The Committee has reviewed report of all the inspections performed according to District rules and procedures.

5	Identify and investigate illegal dumping locations owned by the permittee in order to determine the source of materials and encourage reporting of dumpers	Goal met. The District has maintained a record of illegal dumping and added to the District's website an online tool for members of the public to report illicit disposals.  <a href="https://www.hurstcreekmud.org/2197/MS4---Stormwater">https://www.hurstcreekmud.org/2197/MS4---Stormwater</a>
5	Annually report to the MS4 Stormwater Committee on the results of all monthly inspections.	Goal met. The District completed inspections of all identified illegal dumping locations in accordance with written procedures and provided report to Committee.

### 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 the MS4. 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
2	MS4 Outfall Screening	Complete 60% of Stormwater outfall screenings.	The District plans to complete screenings of 60% of the Stormwater outfalls that discharge to the MS4 in accordance with the identified schedule.
2	Interagency Procedures	Conduct periodic meetings	The District plans to conduct periodic interagency meetings as necessary to maintain collaboration regarding the elimination of illicit discharges.
3	Construction Legal Authority	Review construction site operation requirements	The District will review and impellent requirements for construction site operators with respect to soil stabilization measures, pollutant control and prevention plans.

3	Construction Legal Authority	Review prohibitions of illicit discharges	The Committee plans to review prohibitions of illicit discharges regarding wash out wastewater, fuels, oils, soaps, solvents and dewatering activities to encourage the reduction and prevention of such discharges.
3	Construction Legal Authority	Develop training procedures	The Committee plans to develop procedures for staff training and receipt and consideration of information submitted by the public to ensure all public comments are adequately addressed.
4	Post-Construction Legal Authority	Review educational materials	The Committee will review, update, and disseminate the educational materials, through newsletters, electronic or direct mail, or the District website to residents and local businesses to encourage measures to reduce post-construction site runoff and minimize the impacts of new development/redevelopment.
4	Post-Construction Legal Authority	Update and implement procedures	The District plans to update and implement requirements and procedures applicable to owners and operators of new development and redeveloped sites in order to protect water quality. The District will also document any enforcement actions.
4	Post-Construction Legal Authority	Update and implement procedures	The Committee plans to update implement, and documents procedures to ensure long-term operation and maintenance of post-construction stormwater control measures.
5	Prioritized Litter Collection	Evaluation operation and maintenance activities	The Committee plans to evaluate operation and maintenance activities for their potential to discharge pollutants in stormwater. The Committee also plans to identify pollutants of concern that could be discharge from such activities.
5	Prioritized Litter Collection	Develop and implement pollution prevention measures	The Committee plans to develop and implement pollution prevention measure that will reduce discharge of pollutants from operation and maintenance activities. The Committee will also develop procedures for inspecting and maintaining structural controls, and conduct inspections.
5	Pesticide and Herbicide Application	Assess opportunities	The Committee plans to assess each location for opportunities to implement alternative practices in order for non-pesticide methods of maintenance to become effective.

5	Illegal Dumping	Review and disseminate MS4 information to the public	The Committee anticipates the review, updating and disseminating (through direct or electronic mail, local newsletters and/or the District's website) information to inform the public regarding the dangers of illegal dumping and methods for reporting illegal dumpers.
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## 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: 3-30-2022

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

# ANNUAL WATER QUALITY REPORT

REPORTING YEAR 2020

***Presented By***

***Presented By***





## Quality First

Once again, we are pleased to present our annual water quality report covering all testing performed between January 1 and December 31, 2020. As in years past, we are committed to delivering the best-quality drinking water possible. To that end, we remain vigilant in meeting the challenges of new regulations, source water protection, water conservation, and community outreach and education, while continuing to serve the needs of all our water users. Thank you for allowing us the opportunity to serve you and your family.

We encourage you to share your thoughts with us on the information contained in this report. After all, well-informed customers are our best allies.

## Safeguard Your Drinking Water

Protection of drinking water is everyone's responsibility. You can help protect your community's drinking water source in several ways:

- Eliminate excess use of lawn and garden fertilizers and pesticides – they contain hazardous chemicals that can reach your drinking water source.
- Pick up after your pets.
- If you have your own septic system, properly maintain your system to reduce leaching to water sources or consider connecting to a public water system.
- Dispose of chemicals properly; take used motor oil to a recycling center.
- Volunteer in your community. Find a watershed or wellhead protection organization in your community and volunteer to help. If there are no active groups, consider starting one. Use U.S. EPA's Adopt Your Watershed to locate groups in your community.
- Organize a storm drain stenciling project with others in your neighborhood. Stencil a message next to the street drain reminding people "Dump No Waste – Drains to River" or "Protect Your Water." Produce and distribute a flyer for households to remind residents that storm drains dump directly into your local water body.



“  
We remain vigilant in  
delivering the best-quality  
drinking water  
”

## Community Participation

You are invited to participate in our public forum and voice your concerns about your drinking water. We meet the third Monday of each month, beginning at 9:00 a.m. Please call (512) 261-6281 for more information.

## Water Conservation Tips

You can play a role in conserving water and saving yourself money in the process by becoming conscious of the amount of water your household is using and by looking for ways to use less whenever you can. It is not hard to conserve water. Here are a few tips:

- Automatic dishwashers use 15 gallons for every cycle, regardless of how many dishes are loaded. So, get a run for your money and load it to capacity.
- Turn off the tap when brushing your teeth.
- Check every faucet in your home for leaks. Just a slow drip can waste 15 to 20 gallons a day. Fix it and you can save almost 6,000 gallons per year.
- Check your toilets for leaks by putting a few drops of food coloring in the tank. Watch for a few minutes to see if the color shows up in the bowl. It is not uncommon to lose up to 100 gallons a day from an invisible toilet leak. Fix it and you can save more than 30,000 gallons a year.
- Use your water meter to detect hidden leaks. Simply turn off all taps and water-using appliances. Then check the meter after 15 minutes. If it moved, you have a leak.

## Water Loss Audit

In the water loss audit submitted to the Texas Water Development Board during the year covered by this report, our system lost an estimated 53,000,000 gallons of water. If you have any questions about the water loss audit, please call (512) 261-6281.

## Where Does My Water Come From?

Our drinking water is obtained from Lake Travis in the Colorado River watershed. Mansfield Dam was completed in 1941 and is a part of the Highland Lakes chain with a 369-billion-gallon capacity. Our raw, untreated water is purchased through a wholesale contract with the Lower Colorado River Authority (LCRA). More information on Lake Travis can be accessed on the Internet at [www.lcra.org](http://www.lcra.org).

In August of 2020, Hurst Creek MUD used an emergency interconnect via Travis County Water Control and Improvement District #17 to the sum of 89,000 gallons. To inquire about TCWID #17 Water Quality, please contact their office at (512) 266-1111.

## Substances That Could Be in Water

To ensure that tap water is safe to drink, the U.S. EPA prescribes regulations limiting the amount of certain contaminants in water provided by public water systems. U.S. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protection for public health. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of these contaminants does not necessarily indicate that the water poses a health risk.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it can acquire naturally occurring minerals, in some cases, radioactive material; and substances resulting from the presence of animals or from human activity. Substances that may be present in source water include:

Microbial Contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, or wildlife;

Inorganic Contaminants, such as salts and metals, which can be naturally occurring or may result from urban storm-water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming;

Pesticides and Herbicides, which may come from a variety of sources such as agriculture, urban storm-water runoff, and residential uses;

Organic Chemical Contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and which may also come from gas stations, urban storm-water runoff, and septic systems;

Radioactive Contaminants, which can be naturally occurring or may be the result of oil and gas production and mining activities.

Contaminants may be found in drinking water that may cause taste, color, or odor problems. These types of problems are not necessarily causes for health concerns. For more information on taste, odor, or color of drinking water, please contact our business office. For more information about contaminants and potential health effects, call the U.S. EPA's Safe Drinking Water Hotline at (800) 426-4791.

## Source Water Assessment

The Texas Commission on Environmental Quality (TCEQ) is the state water regulatory agency, and they have completed a source water assessment (SWA) for Lake Travis in 2003. The SWA is a report on the susceptibility of public drinking water systems to 227 drinking water contaminants. The results include a high, medium, or low rating for each contaminant, as well as a list of potential sources of contamination. A copy of this report is available at the Hurst Creek Municipal Utility District Office at 102 Trophy Drive, The Hills, TX. You can access more information on the Internet at [www.tceq.texas.gov/drinkingwater/SWAP/tx\\_strategy.html/](http://www.tceq.texas.gov/drinkingwater/SWAP/tx_strategy.html/).

## Important Health Information

You may be more vulnerable than the general population to certain microbial contaminants, such as *Cryptosporidium*, in drinking water. Infants, some elderly, or immunocompromised persons such as those undergoing chemotherapy for cancer; those who have undergone organ transplants; those who are undergoing treatment with steroids; and people with HIV/AIDS or other immune system disorders can be particularly at risk from infections. You should seek advice about drinking water from your physician or health care provider. Additional guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* are available from the Safe Drinking Water Hotline at (800) 426-4791.



**QUESTIONS?** For more information about this report, or for any questions related to your drinking water, please call Kurt Pendleton, Assistant General Manager, at (512) 261-6281.

## Test Results

Our water is monitored for many different kinds of substances on a very strict sampling schedule. And, the water we deliver must meet specific health standards. Here, we only show those substances that were detected in our water (a complete list of all our analytical results is available upon request). Remember that detecting a substance does not mean the water is unsafe to drink; our goal is to keep all detects below their respective maximum allowed levels. We are pleased to report that your drinking water meets or exceeds all federal and state requirements.

The State recommends monitoring for certain substances less than once per year because the concentrations of these substances do not change frequently. In these cases, the most recent sample data are included, along with the year in which the sample was taken.

We participated in the 4th stage of the U.S. EPA's Unregulated Contaminant Monitoring Rule (UCMR4) program by performing additional tests on our drinking water. UCMR4 sampling benefits the environment and public health by providing the U.S. EPA with data on the occurrence of contaminants suspected to be in drinking water, in order to determine if U.S. EPA needs to introduce new regulatory standards to improve drinking water quality. Unregulated contaminant monitoring data are available to the public, so please feel free to contact us if you are interested in obtaining that information. If you would like more information on the U.S. EPA's Unregulated Contaminants Monitoring Rule, please call the Safe Drinking Water Hotline at (800) 426-4791.

### REGULATED SUBSTANCES

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	MCL [MRDL]	MCLG [MRDLG]	AMOUNT DETECTED	RANGE LOW-HIGH	VIOLATION	TYPICAL SOURCE
<b>Barium</b> (ppm)	2020	2	2	0.0633	0.0633–0.0633	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
<b>Beta/Photon Emitters<sup>1</sup></b> (pCi/L)	2015	50	0	4.9	4.9–4.9	No	Decay of natural and man-made deposits
<b>Chloramines</b> (ppm)	2020	[4]	[4]	2.90	1.00–3.80	No	Water additive used to control microbes
<b>Combined Radium</b> (pCi/L)	2015	5	0	1.5	1.5–1.5	No	Erosion of natural deposits
<b>Cyanide</b> (ppb)	2020	200	200	110	110–110	No	Discharge from steel/metal factories; Discharge from plastic and fertilizer factories
<b>Haloacetic Acids [HAAs]</b> (ppb)	2020	60	NA	12.4	8.1–12.4	No	By-product of drinking water disinfection
<b>Nitrate</b> (ppm)	2020	10	10	0.19	0.19–0.19	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
<b>TTHMs [Total Trihalomethanes]</b> (ppb)	2020	80	NA	20.7	10–25.4	No	By-product of drinking water disinfection
<b>Total Organic Carbon [TOC]<sup>2</sup></b> (ppm)	2020	TT	NA	2.65	2.32–3.09	No	Naturally present in the environment
<b>Turbidity<sup>3</sup></b> (NTU)	2020	TT	NA	0.233	0.045–0.233	No	Soil runoff
<b>Turbidity</b> (lowest monthly percent of samples meeting limit)	2020	TT = 95% of samples meet the limit	NA	100	NA	No	Soil runoff

### Tap Water Samples Collected for Copper and Lead Analyses from Sample Sites throughout the Community

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AL	MCLG	AMOUNT DETECTED (90TH %ILE)	SITES ABOVE AL/TOTAL SITES	VIOLATION	TYPICAL SOURCE
<b>Copper</b> (ppm)	2020	1.3	1.3	0.9	0/20	No	Corrosion of household plumbing systems; Erosion of natural deposits
<b>Lead</b> (ppb)	2020	15	0	2.6	0/20	No	Corrosion of household plumbing systems; Erosion of natural deposits

## Lead in Home Plumbing

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. This water supply is responsible for providing high-quality drinking water, but we cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline at (800) 426-4791 or at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead).



SECONDARY SUBSTANCES							
SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	SCL	MCLG	AMOUNT DETECTED	RANGE LOW-HIGH	VIOLATION	TYPICAL SOURCE
<b>Chloride</b> (ppm)	2020	300	NA	38.0	NA	No	Runoff/leaching from natural deposits
<b>Copper</b> (ppm)	2020	1.0	NA	0.0200	NA	No	Corrosion of household plumbing systems; Erosion of natural deposits
<b>Fluoride</b> (ppm)	2020	2.0	NA	0.20	NA	No	Erosion of natural deposits; Water additive, which promotes strong teeth; Discharge from fertilizer and aluminum factories
<b>pH</b> (Units)	2020	>7.0	NA	8.1	7.6–8.4	No	Naturally occurring
<b>Sulfate</b> (ppm)	2020	300	NA	27.0	NA	No	Runoff/leaching from natural deposits; Industrial wastes
<b>Total Dissolved Solids</b> [TDS] (ppm)	2020	1,000	NA	272	NA	No	Runoff/leaching from natural deposits

UNREGULATED SUBSTANCES <sup>4</sup>				
SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AMOUNT DETECTED	RANGE LOW-HIGH	TYPICAL SOURCE
<b>Bromodichloromethane</b> (ppb)	2020	7.7	NA	By-product of drinking water disinfection
<b>Bromoform</b> (ppb)	2020	2.3	NA	By-product of drinking water disinfection
<b>Chloroform</b> (ppb)	2020	6.0	NA	By-product of drinking water disinfection
<b>Dibromochloromethane</b> (ppb)	2020	8.8	NA	By-product of drinking water disinfection
<b>Nickel</b> (ppm)	2020	0.0013	NA	Naturally occurring in the environment
<b>Sodium</b> (ppm)	2020	24.9	NA	Erosion of natural deposits; By-products of oilfield activity

OTHER SUBSTANCES				
SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AMOUNT DETECTED	RANGE LOW-HIGH	TYPICAL SOURCE
<b>Calcium</b> (ppm)	2020	41.9	NA	Naturally occurring
<b>Total Alkalinity</b> (ppm)	2020	168	NA	Naturally occurring
<b>Total Hardness</b> (ppm)	2020	181	NA	Naturally occurring
<b>Zinc</b> (ppm)	2020	0.0257	NA	NA

<sup>1</sup>The MCL for beta particles is 4 mrem/year. The U.S. EPA considers 50 pCi/L to be the level of concern for beta particles.

<sup>2</sup>The value reported under Amount Detected for TOC is the lowest ratio between the percentage of TOC actually removed to the percentage of TOC required to be removed. A value of greater than one indicates that the water system is in compliance with TOC removal requirements. A value of less than one indicates a violation of the TOC removal requirements. The percentage of TOC removal was measured each month and the system met all TOC removal requirements set (unless a TOC violation is noted in the Violation column).

<sup>3</sup>Turbidity is a measure of the cloudiness of the water. It is monitored because it is a good indicator of the effectiveness of the filtration system.

<sup>4</sup>Unregulated contaminants are those for which EPA has not established drinking water standards. The purpose of unregulated contaminant monitoring is to assist EPA in determining the occurrence of unregulated contaminants in drinking water and whether future regulation is warranted.

## Definitions

**90th %ile:** The levels reported for lead and copper represent the 90th percentile of the total number of sites tested. The 90th percentile is equal to or greater than 90% of our lead and copper detections.

**AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

**MCL (Maximum Contaminant Level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

**MCLG (Maximum Contaminant Level Goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

**MRDL (Maximum Residual Disinfectant Level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**MRDLG (Maximum Residual Disinfectant Level Goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

**NA:** Not applicable.

**ND (Not detected):** Indicates that the substance was not found by laboratory analysis.

**NTU (Nephelometric Turbidity Units):** Measurement of the clarity, or turbidity, of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**pCi/L (picocuries per liter):** A measure of radioactivity.

**ppb (parts per billion):** One part substance per billion parts water (or micrograms per liter).

**ppm (parts per million):** One part substance per million parts water (or milligrams per liter).

**SCL (Secondary Contaminant Level):** These standards are developed to protect aesthetic qualities of drinking water and are not health based.

**TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.

# EXHIBIT B



We are pleased to announce our next  
**Household Hazardous Waste Day**  
**Thursday, June 10, 2021**  
**9 a.m. – 2 p.m.**

**at the Lake Travis Regional Reuse & Recycling Center**  
3207 Neidhardt Dr., Lakeway, TX 78734

FREE drop off for Hurst Creek MUD, Lakeway MUD, WCID 17, WTCPUA and Crossroads MUD customers.

Please see the list below of acceptable items. You can reserve your drop off time by clicking this link:

[Household Hazardous Waste Sign Up](#)

If you aren't able to use the Sign Up Genius link above, please call Lakeway Solid Waste at (512)314-7514 and we will reserve a time for you.

Please bring a picture ID or water bill for proof of residency.

What **TO** bring:

**Residential Household Products Only**

**HOUSEHOLD ITEMS**

Batteries  
Cleaning Products

What **NOT** to bring:

**LIGHT BULBS INCLUDING FLUORESCENTS**

**ASBESTOS PRODUCTS**

**MEDICAL WASTE**

Degreasers  
Drain Cleaners  
Gas Grill Propane Tanks (no other size)  
Mercury Thermometers  
Oven Cleaning Solvents  
Polishers  
Pool Chemicals

#### **PAINT PRODUCTS**

Aerosol Cans  
Latex and Oil Based Paints  
Preservatives  
Strippers and Thinners

#### **AUTOMOTIVE PRODUCTS**

Anti-Freeze  
Vehicle Batteries  
Brake and Transmission Fluid  
Gasoline  
Oil and Oil Filters

#### **YARD PRODUCTS**

Herbicides and Pesticides  
Pet Products

Needles, Syringes, Prescription Drugs etc.

#### **EXPLOSIVE MATERIALS**

Ammunition, Dynamite, Fireworks, Flares

#### **TIRES**

#### **APPLIANCES**

#### **ELECTRONICS**



We are pleased to announce our next  
**Household Hazardous Waste Day**  
**Wednesday, October 27, 2021**  
**9 a.m. – 12:30 p.m.**  
at the **Lake Travis Regional Reuse & Recycling Center**  
3207 Neidhardt Dr., Lakeway, TX 78734

FREE drop off for Hurst Creek MUD, Lakeway MUD, WCID 17, WTCPUA and Crossroads MUD customers.

Please see the list below of acceptable items. You can reserve your drop off time by clicking this link:

[Household Hazardous Waste Sign Up](#)

If you aren't able to use the Sign Up Genius link above, please call Lakeway Solid Waste at (512)314-7514 and we will reserve a time for you.

Please bring a picture ID or water bill for proof of residency.

What **TO** bring:

**Residential Household Products Only**

**HOUSEHOLD ITEMS**

Batteries  
Cleaning Products  
Degreasers

What **NOT** to bring:

**LIGHT BULBS INCLUDING FLUORESCENTS**

**ASBESTOS PRODUCTS**

**MEDICAL WASTE**

Needles, Syringes, Prescription Drugs etc.

Drain Cleaners  
Gas Grill Propane Tanks (no other size)  
Mercury Thermometers  
Oven Cleaning Solvents  
Polishers  
Pool Chemicals

#### **PAINT PRODUCTS**

Aerosol Cans  
Latex and Oil Based Paints  
Preservatives  
Strippers and Thinners

#### **AUTOMOTIVE PRODUCTS**

Anti-Freeze  
Vehicle Batteries  
Brake and Transmission Fluid  
Gasoline  
Oil and Oil Filters

#### **YARD PRODUCTS**

Herbicides and Pesticides  
Pet Products

#### **EXPLOSIVE MATERIALS**

Ammunition, Dynamite, Fireworks, Flares

#### **TIRES**

#### **APPLIANCES**

#### **ELECTRONICS**

# EXHIBIT C



## **MS4 Stormwater Policies and Procedures**

**“This Document is intended to be used for any and all governance regarding the Hurst Creek MUD MS4 Stormwater System.”**

### **1. Responding to a Chemical Spill or Customer Complaint.**

- a. Hurst Creek MUD Stormwater Operator will investigate to determine severity and notify the resident of findings.
- b. If determined that there was illegal discharge of a harmful chemical to the MS4 System, Hurst Creek MUD Stormwater Operator will notify the Hills POA, Village of The Hills City Manager, and Travis County Sheriff's Office. Stormwater System Operators will mitigate and cleanup where appropriate, along with authorities.
- c. If the spill is a hazardous material, Hurst Creek MUD Stormwater Operator will notify Travis County Sheriff's Office, Lake Travis Fire and Rescue and a Hazmat Team for response and the Texas Commission on Environmental Quality for assistance.
- d. Hurst Creek MUD will notify neighboring MS4 system's and continue to work with Local Authorities until the Stormwater System is cleaned and clear of any harmful conditions.

### **2. Documentation.**

- a. Hurst Creek MUD Stormwater Operators will document any and all illegal discharges and report annually to the TCEQ during the required Annual Report.
- b. Documentation or supporting materials should include: pictures, date, time, and resolution.



## MS4 Stormwater Policies and Procedures List of Emergency Contacts.

Hurst Creek MUD Offices	512-261-6281
Village of The Hills	512-261-6281
The Hills POA	512-261-6845
Travis County Sheriff's Office	512-854-9770
Lake Travis Fire and Rescue	512-266-2533
City of Lakeway	512-314-7500
Travis County Water Control & Improvement District 17	512-266-1111
Texas Commission on Environmental Quality – Mindy McDonough	512-339-2929

# EXHIBIT D

INLET & OUTFALL YEARLY  
INSPECTION SCHEDULE

INSPECTION SCHEDULE:  
YEAR 1 & YEAR 2

INSPECTION SCHEDULE:  
YEAR 3

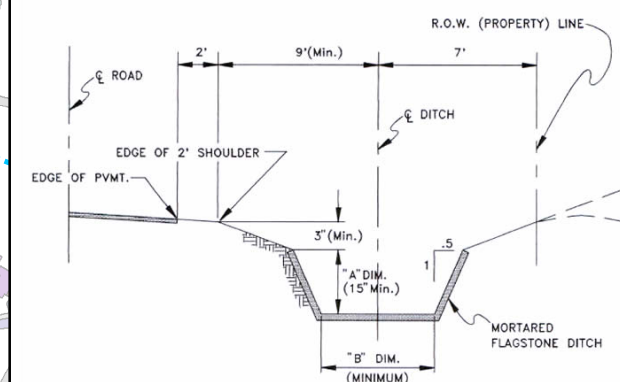
INSPECTION SCHEDULE:  
YEAR 4

DITCH DIMENSIONS

DITCH TYPE	1"	2"
1	1.25	1.25
2	1.25	2
2A	1.50	1.50
3	1.25	3
3A	1.75	2.25
4	1.25	4
4A	2	3
5	2	5

DITCH LEGEND

COLOR	DITCH TYPE
Green	1
Red	2 OR 2A
Violet	3 OR 3A
Yellow	4 OR 4A
Blue	5



500 250 0 500 1,000  
Feet

Legend - 1" = 500'

Stormwater Structure



Stormwater Structure Inspected 12/8/2020



STEGE BIZZELL

ADDRESS	1978 S. AUSTIN AVENUE	GEORGETOWN, TX 78626
METRO	512.930.9412	TEXAS REGISTERED ENGINEERING FIRM F-181
SERVICES		TBLS FIRM NO. 10003700
		STEGEBIZZELL.COM
		>>ENGINEERS >>PLANNERS >>SURVEYORS

MS4 Storm Drainage  
Features - Inlet & Outlet  
Structures

Project No: 22360  
Map Date: 12-27-2020

# EXHIBIT E

TYPE	NAME	INSPECTED	LOCATION	DESCRIPTION	CONDITION
Outfall	O-2	12/8/2020	1 & 2 Lost Meadow Drainage conveyance outfall to City of Lakeway	Grass lined swale conveying runoff to four (4) 6'x2' fence openings in the The Hills community wall	Good, some leaves
Outfall	O-1	5/13/2021	40 & 42 Cottondale Drainage Conveyance to City of Lakeway Storm Sewer	4'x4' concrete box inlet with manhole lid at the downstream end of a 5' wide rock lined channel	Cleaned some leaves and small branches around drainage box
System Outfall	SO-5		Hills Drive & Dashwood Drainage conveyance to Hurst Creek Outfall (Upper Hurst Creek)	4 spans that are 5' in height and 13' in width, top mounted hinged bars on DS side	
System Outfall	SO-4		Hills Drive and Dashwood Cross street culvert draiange conveyance to Hurst Creek outfall	18" CMP outfalling onto 4.5' rock lined channel that conveys directly into Hurst Creek	
Inlet	I-5	12/8/2020	Drainage easment along LCRA Power Line Easment Hayden Ridge Cross Street Culvert	72" squashed CMP under The Hills Drive	Good, clear, some leaves
System Outfall	SO-12	12/8/2020	LCRA Power Line Easement Hayden Ridge Cross Street Culvert Drainage Outfall	72" squashed CMP outfall	Good and clear
System Outfall	SO-1		Stormwater Collection Outfall at Tree Haven Court (The Enclave)	24" CMP outfall that has bars accross it	
System Inlet	SI-1	12/8/2020	Stormwater collection Point at Tree Haven Court (The Enclave)	3'x3' drop box inlet with steel grate	Good and clear
System Outfall	SO-8	12/8/2020	The Hills Drive South Side Drainage Conveyance	4' wide rock lined channel that dumps into Hurst Creek	Good Condition, some leaves
System Outfall	SO-9	12/8/2020	The Hills Drive North Side Drainage Conveyance	Rock and concrete lined channel 6'-8' wide that dumps into Hurst Creek	Good Condition, some leaves
Inlet	I-6	12/8/2020	West Eagle and Birdie	12" CMP running under fairway	Good Condition, some leaves and small tree limbs. Referred to Hills GC for cleaning.
System Outfall	SO-10	12/8/2020	Hurst Creek Bridge Hills Drive Spill Way	Eight (8) 10'x5' span bridge crossing over Hurst Creek on The Hills Drive.	Clear, some algae and floatables (leaves)
System Outfall	SO-14	12/8/2020	Intersection of Club Estates Parkway and The Hills Dr North Side Drainage Conveyance Outfall Hurst Creek Bridge	15" CMP oufalling into western span in bridge on Tbe Hills Drive	good, some leaves
Inlet	I-4	12/8/2020	Intersection of Club Estates Parkway and The Hills Dr North Side Drainage Conveyance	15" CMP inlet into western span in bridge on Tbe Hills Drive	good, some leaves
Outfall	O-3	6/23/2021	53 Wingreen Loop Conveyance to the City of Lakeway	Grass lined swale conveying runoff to four (2) 6'x2' fence openings in the The Hills community wall	Removed accumulated leaves from drainage grates
Inlet	I-3	12/8/2020	The Hills Drive -	40" squash culvert pipe with rock lined headwall in roadline ditch, cross street culvert under The Hills Drive	good, leaves
Inlet	I-2		The Hills Drive - unnamed segment	4 spans that are 5' in height and 9' in width	
Inlet	I-1		The Hills Drive - Hurst Creek	4 spans that are 5' in height and 13' in width	
Inlet	SI-10	12/13/2021	Culvert Pipe that runs underneath of small concrete creek crossing by Golf Course Maint. Barn (Upstream side)	12" CMP under Creek Crossing	
System Outfall	SO-6		The Hills Drive - unnamed segment	4 spans that are 5' in height and 9' in width, top mounted hinged bars on DS side	
System Outfall	SO-2		Treehaven Lane	24" CMP that outfalls to 2' wide rock lined channel before sheetflowing into creek segment	
System Outfall	SO-3		Treehaven Lane	18" CMP under driveway, sheet flows into creek	
System Outfall	SO-7	9/27/2021	Noth side of The Hills drive in a small cul-de-sac between Tiburon Drive and Hightrail Way	40" squash culvert pipe with rock lined headwall in roadline ditch, cross street culvert under The Hills Drive	Small amount of sediment. Grass swale after is clear and free of any debris
System Outfall	SO-11		Intersection of Club Estates Parkway and The Hills Dr North Side Drainage Conveyance	15" CMP oufalling into western span in bridge on Tbe Hills Drive	
System Outfall	SO-13	12/8/2021	Hurst Creek	12" CMP outfalling into Hurst Creek	

# EXHIBIT F

**AMENDED AND RESTATED INTERLOCAL AGREEMENT  
BETWEEN  
VILLAGE OF THE HILLS  
AND HURST CREEK MUNICIPAL UTILITY DISTRICT**

This Amended and Restated Interlocal Agreement (“Restated Agreement”) is made and entered into by and between the Village of The Hills, Texas (“Village”), a municipal corporation, and Hurst Creek Municipal Utility District (the “District”), a political subdivision of the State of Texas, for the provision of services within the boundaries of the Village (collectively, the “Parties”).

**RECITALS**

**WHEREAS**, Texas Government Code, Chapter 791, known as the Texas Interlocal Cooperation Act, provides that one or more public agencies may contract with each other for governmental functions and services, including public health and welfare, administrative functions, and other governmental functions that each Party to the contract is authorized to perform individually;

**WHEREAS**, the Village and the District desire to work cooperatively in a manner that is most efficient and fiscally responsible for the common community by having the District provide some services to the Village;

**WHEREAS**, the Village and the District have previously entered into that certain “Interlocal Agreement Between Village of The Hills and Hurst Creek Municipal Utility District” effective January 10, 2017 providing the terms and conditions of such shared duties, administrative functions and services (the “Prior Agreement”);

**WHEREAS**, the Village and the District desire to amend and restate the Prior Agreement to provide for additional detail regarding such matters;

**WHEREAS**, the purpose of this Restated Agreement is to provide the best, most cost-effective services for The Hills residents through mutual cooperation and a team-oriented approach that will also benefit the long term relationship between the District and the Village.

**NOW, THEREFORE**, in consideration of the above recitals, mutual benefits and promises, each to the other made herein, the Parties above do hereby agree as follows:

## **I. AMENDMENT AND RESTATEMENT OF AGREEMENT**

- 1.1 Definitions of terms found in the Recitals above are incorporated herein for all purposes.
- 1.2 Upon execution by the Parties, this Restated Agreement will supersede and replace the Prior Agreement.
- 1.3 Under the terms and conditions provided herein, including compensation to be paid by the Village, the District shall make certain of its services, equipment and property available for use by the Village. The District shall be responsible for coordinating the use of such services, equipment and property and shall prioritize between District and Village projects.

## **II. SERVICES**

- 2.1 The District will provide the following services to the Village as set forth in Sections 2.1 to 2.6. The annual fees set forth for each service are based on a full fiscal year.
- 2.2 The District will provide oversight and management of the implementation of the provisions of this Restated Agreement for an annual fee of \$15,600.
- 2.3 The District will provide bookkeeping services to the Village for an annual fee of \$10,400.
- 2.4 The District will provide municipal secretarial services to the Village for an annual fee of \$26,000.
- 2.5 The District will provide receptionist services for an annual fee of \$11,960.
- 2.6 The District will provide crewman services to be billed on a monthly basis at \$36.40 per hour for each crewman with a 0.5 hour minimum during normal working hours (7:00 a.m.-4:00 pm Monday-Friday except observed holidays). All other times will be considered after hours and will be billed at \$54.60 per hour with a four-hour minimum for each crewman.
- 2.7 Further details regarding these services are provided in the attached ***Exhibit A***. The District's General Manager and the Village's Manager may also, through mutual agreement, approve additions to the services listed in ***Exhibit A*** as needed

to serve the interests of The Hills community. These additions will be discussed at the annual meeting of the Review Committee defined in Section 5.1 below.

- 2.8 Communications among various District and Village personnel with respect to implementation of these services shall generally follow the guidelines shown in *Exhibit B*.

### **III. EQUIPMENT**

- 3.1 The District shall provide the following equipment for use by the Village as set forth in Sections 3.1 to 3.5. All equipment provided to the Village for use on Village projects remains the property of the District.
- 3.2 Use of District vehicles by crewmen on assignment for the Village will be provided at no additional cost. District crewmen on assignment for the Village will also be provided normal day to day hand tools, personal safety equipment, cell phone, uniforms, etc. at no additional cost.
- 3.3 The Village shall pay the District the current Internal Revenue Service Mileage Rate for use of District vehicles by personnel other than crewmen.
- 3.4 For jobs that require the use of large equipment like a backhoe or skid steer, the Village shall pay the District a \$26 per hour rate with a 1 hour minimum for the use of such equipment. Use of large equipment for Village projects that are not an emergency shall be scheduled in advance.
- 3.5 The District will make available use of its information technology system to access recently acquired utility and municipal management software, Tyler Incode. The Village will cost share with the District in the expense of this software by paying to the District, a fee equaling 10% of all utility billing for trash service and 25% for all municipal accounting for each invoice received by the District from Tyler Incode.

#### **IV. USE OF PROPERTY**

- 4.1 The District will provide the following property for use by the Village as set forth in Sections 4.2 to 4.4. The Village shall pay an annual fee of \$7,280 for use of this District property.
- 4.2 The District will continue to make its conference room available for use by the Village for monthly Village City Council meetings, committee meetings, and related Village activities.
- 4.3 The District will continue to provide maintenance and repair services for the parking lot serving the Village office.
- 4.4 The District will continue to provide office space for the Village Manager, including the provision of office equipment and supplies such as phones, shredder and similar items. The Village will share in the cost of copiers with the District by paying to the District a flat rate of \$2,808 on an annual basis and the cost of the postage machine by paying a flat rate of \$1,069.12 on an annual basis to the District plus actual postage to be invoiced monthly.

#### **V. BUDGETING PROCESS**

- 5.1 No later than June 30<sup>th</sup> of each year, the District General Manager, the Village Manager, a member of the Village City Council, and a member of the District Board of Directors ("Review Committee") shall meet to review the provisions and pricing provided in this Restated Agreement to identify any adjustments, including needs for increases due to inflation or actual expenses incurred by the District.
- 5.2 The parties agree that such yearly review by the Review Committee may result in a written amendment to this Restated Agreement that provides an increase of no less than 2% and no more than 4% in total annual costs to the Village executed by the District General Manager and the Village Manager. Increases of greater than 4% in annual costs to the Village will require a written amendment approved by the Village City Council and the District Board of Directors.
- 5.3 If discussions by the Review Committee do not result in consensus regarding a written amendment to this Restated Agreement, all fees and costs in effect at the end of the fiscal year (September 30<sup>th</sup>) will automatically increase by 2% starting at the commencement of the next fiscal year (October 1<sup>st</sup>).

## **VI. LIABILITY AND INDEMNIFICATION**

- 6.1 To the extent allowed by Texas law, the Village agrees to and shall indemnify, save and hold harmless the District and the District's officers, agents and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs, and attorney fees for injury to or death of any person, or for damage to any property arising out of or in connection with the acts of the Village, its officers, employees or agents where such personal injury, death, or property damage, destruction, or loss is caused by that individual while in the course of the employment by the Village or duties rendered on behalf of the Village under this Restated Agreement or loss is caused by the Village's sole negligence or intentional act or omission.
- 6.2 To the extent allowed by Texas law, the District agrees to and shall indemnify, save and hold harmless the Village and the Village's officers, agents and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs, and attorney fees for injury to or death of any person, or for damage to any property arising out of or in connection with the acts of the District, its officers, employees or agents, where such personal injury, death, or property damage, destruction, or loss is caused by that individual while in the course of the employment by the District or duties rendered on behalf of the District or loss is caused by the District's sole negligence or intentional act or omission.
- 6.3 Each Party shall inform the other Party in writing within three (3) days should they receive notice of any claim, demand, suit or any action made or brought against them, arising out of the activities conducted pursuant to this Restated Agreement. Said notice shall include: a) the name and address of the claimant; b) the basis of the claim, action or proceeding; c) the court, if any, where such claim, action, or proceeding was instituted; and d) the name against whom such claim is made.

## **VII. EFFECTIVE DATE, RENEWAL AND TERMINATION**

- 7.1 This Restated Agreement shall be effective February 1<sup>st</sup>, 2020 (the "Effective Date"). The initial term of this Restated Agreement shall extend from February 1<sup>st</sup>, 2020 until September 30<sup>th</sup>, 2020. Thereafter, this Restated Agreement shall automatically renew October 1<sup>st</sup> of each year for the next fiscal year unless terminated by either party as provided below.

- 7.2 The services set forth in this Restated Agreement shall be paid from current revenue funds available to the Village. The renewal of this Restated Agreement shall be contingent upon the availability of current revenue funds.
- 7.3 This Restated Agreement may be terminated by either Party with or without cause with 12 months' written notice to the other Party, unless such notice period is waived upon mutual written agreement of the Parties. Upon termination, neither Party shall have any obligation to the other Party, except to pay for services already rendered.

## **VIII. GENERAL PROVISIONS**

- 8.1 All notices under this Restated Agreement shall be in writing and may be either hand-delivered or sent by certified mail, postage prepaid, return receipt request, to the following address:

VILLAGE: Village of The Hills  
102 Trophy Dr.  
The Hills, TX 78738  
Attn: Village Manager

With copy to: Messer Fort McDonald  
13625 Pond Springs Rd.  
STE 204  
Austin, TX 78729

DISTRICT: Hurst Creek Municipal Utility District  
102 Trophy Dr.  
The Hills, TX 78738  
Attn: General Manager


With copy to: Lauren Kalisek  
Lloyd Gosselink Rochelle & Townsend, PC  
816 Congress Avenue Suite 1800  
Austin, Texas 78701

- 8.2 If any provision of this Restated Agreement is found to be invalid, illegal, or unenforceable, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Restated Agreement.

- 8.3 The waiver of either Party of a breach of this Restated Agreement shall not constitute a continuing waiver of such breach or of a subsequent breach of the same or a different provision.
- 8.4 It is expressly understood and agreed that neither party waives, nor shall be deemed to have waived, any immunity or defense otherwise available to it under the law.
- 8.5 This Restated Agreement is not intended, nor shall it be construed, to confer any benefits, rights or remedies upon any person or entity not a party hereto.
- 8.6 This Restated Agreement may be executed in any number of original counterparts, each of which shall for all purposes be deemed an original and all such counterparts shall constitute one and the same document.
- 8.7 Each Party has the full power and authority to enter into and perform this Restated Agreement and the person signing this Restated Agreement on behalf of each Party has been properly authorized and empowered to enter into this Restated Agreement.
- 8.8 This Restated Agreement shall be interpreted in accordance with the law of the State of Texas, and Travis County is the proper venue for any action regarding this contract.
- 8.9 This Restated Agreement is the entire agreement between the Village and the District. No other agreements, statements, or promises relating to the subject matter of this Restated Agreement and which are not contained herein shall be valid or binding. This Restated Agreement may not be amended, except in writing as provided herein.

Executed this 19<sup>th</sup> day of February, 2020


**VILLAGE OF THE HILLS, TEXAS**

By:   
Eric Ovlen, Mayor

ATTEST:   
Robert Smith, Secretary

Executed this 16<sup>th</sup> day of March, 2020

**HURST CREEK MUNICIPAL UTILITY DISTRICT**

By:   
Wilson Smith, President

ATTEST:   
Mike Maroney, Secretary

***EXHIBIT A***  
***DESCRIPTION OF SERVICES***

**Receptionist Services**

Perform day to day tasks typical for receptionist activities. Normal services include:

- Answer phone calls pertaining to the Village.
- Address residents entering the office and assisting them with needs pertaining to the Village.
- Manage Work Order system for Village activities including creating new and following up on open work orders and bringing them to a closed status.
- Manage The Hills Park and Field reservations.
- Provide assistance for Village banquets and public events (ex: Jazz Fest, Volunteer Appreciation Dinner).
- Retrieve and sort mail and invoices for the Village.
- File Village documents.
- Contact Waste Connections to stock new trash and recycling bins for residential replacement and alerting them of any missed trash in the neighborhood.
- Prep conference room for board meetings.
- Keep office supplies stocked and order any supplies required for the Village.
- Notarize documents for residents and board members.

**Municipal Secretarial Services**

Perform day to day tasks typical for municipal secretary activities. Normal services include:

- Attend all meetings of the City Council, recommend board action as appropriate.
- Record and edit the minutes of meetings and distribute to appropriate officials or staff members, file in permanent file and website.
- Prepare ordinances and resolutions so that they can be executed, recorded, archived, or distributed.
- Administer all facets of municipal elections, including coordination of Travis County Elections Department contract regarding polling places and election officials.  
Responsible for election orders, canvassing of elections and all legal notices.

- Administer indexing, maintenance, and retrieval of the official records of the Village, including minutes, ordinances and resolutions, contracts, deeds, and other related official documents.
- Provide Records Management Officer for all Village records including developing and filing record retention schedules with the State, central storage of Village records and destruction of Village records in compliance with the Texas Local Government Records Act.
- Ensure meetings comply with mandated requirements including the Texas Open Meetings Law.
- Process Open Records Requests.
- Research information in the municipal archives upon request of public officials or private citizens.
- Process official publication of notices.
- Issue public notification of all official activities or meetings.
- Maintain membership records for board and commissions.
- Prepare proclamations.
- Perform contract administration duties, assisting with bid openings.
- Serve as notary to the public.
- Help residents prepare documents for plats and replats, scheduling submissions to the City Council.
- Coordinate maintenance requests of common areas.
- Act as back up for receptionist services.
- Assist Village Manager with web site entries for meetings and records.
- Yearly Eminent Domain reporting.
- Answer inquiries relating to the Village.

### **Bookkeeping Services**

Perform day to day tasks typical for bookkeeping activities. Normal services include:

- Keep and organize invoice records.
- Keep records of bank statements, process monthly reconciliations for all bank accounts, correct any errors and resolve any issues related to reconciliation.
- Record all banking transactions including all deposits and withdrawals.
- Print checks and pay monthly invoices (accounts payable & accounts receivable).
- Keep current vendor tax documents for yearly tax purposes (W9, Address, etc...)
- Assist Village Manager on maintaining current contracts and agreements for services and vendors.

- Provide Monthly Bookkeepers Report for Board of Aldermen Meetings.
- Keep up to date records of Public bonds and Bank Signature Cards.
- Provide monthly reports to the Village Manager of Income/Expenditures.
- Provide monthly reports to the Park Commission Treasurer of Income/Expenditures.
- Process Bi weekly Payroll for all Village Employees:
  - Payroll deposits
  - Federal Tax Payments
  - Unemployment Payments
  - Health Insurance Payments
  - Retirement Payments
  - Keep records and file payroll documents
- File Quarterly 941 Reports (Federal Tax reports).
- File Quarterly Unemployment reports and payments to Texas Work Force Commission.
- Process and file annually W2 & W3 documents for payroll.
- Process and file annually 1099 Vendor tax documents.
- Keep up to date rates on payroll items (Mileage reimbursement etc...).
- Keep track of Vacation and Sick leave for employees.
- Set up any new employees for payroll.
- Maintain records and claims for Workers Compensation.
- Provide all records and documents to auditors for annual audit.
- Send out all documentation letters required for annual audit.
- Work with Auditors on questions and procedures for annual audit.
- Assist Village Manager with preparing the annual budget.
- Submit annual Truth in Taxation Survey.
- Complete Public Funds Investment class every two years.

### **Crewman Services**

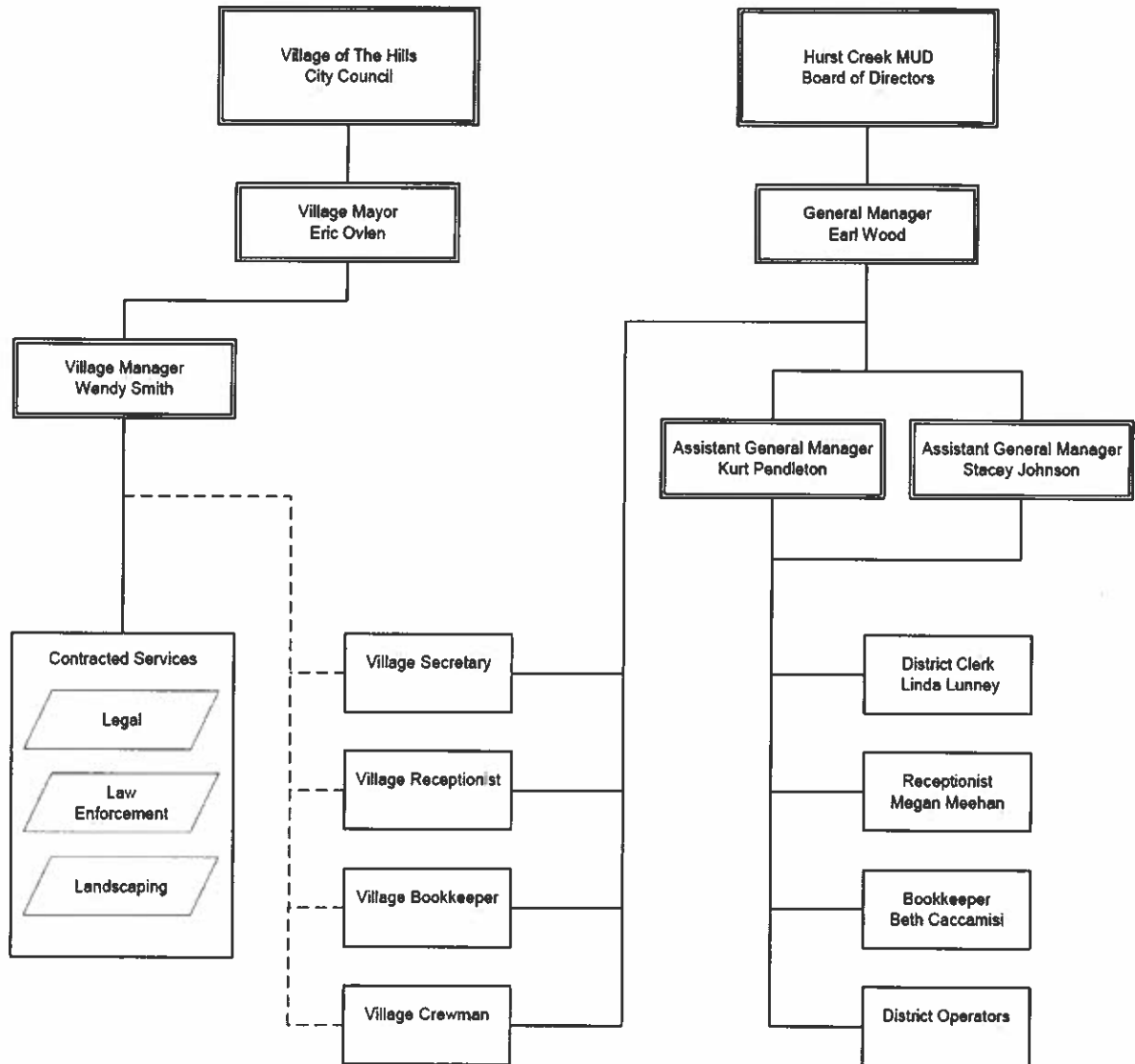
Perform day to day tasks typical for “In the field” Village Crewman activities. These tasks will use a system of work orders to track activities. Normal services include:

- Customer trash and recycle can delivery and pick up.
- Dead animal removal from Village owned property, streets, and ROW's.
- Occasional minor perimeter fence maintenance and repair including pedestrian and golf cart gates.
- Routine Village Park inspection for facilities maintenance and safety concerns.

- Maintain, repair, and operate the Village's radar sign.
- Occasional minor repair of Village owned property, streets, and ROW's. This does not include landscaping and mowing.
- Bad weather-related operations, maintenance, and cleanup.
- Excluding service; Crewmen provide maintenance and repair of dog refuse stations.

***EXHIBIT B***  
***ORGANIZATIONAL CHART***

# Interlocal Management Structure



# EXHIBIT G

Date	Operator(s)	Start/Address	End Point /Address	Ft/Run	Discription	Work Type	Camera	Comments
3/23/2011	KC KP MH	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	Yes	Pulled lots of Grease and rags out of line
3/23/2011	KC KP MH	Cottondale/ Dew Drop CV Inter	Dew Drop CV		Jet sewer main	SSOI	Yes	Pulled lots of Grease and rags out of line
3/23/2011	KC KP MH	Lost Meadow Tr/ Cottondale Inter	Cottondale/ Dew Drop CV Inter		Jet sewer main	SSOI	Yes	Pulled lots of Grease and rags out of line
3/24/2011	KC KP MH	8 Lost Meadow Trail	22 Lost Meadow Trail		Jet sewer main	SSOI	Yes	Pulled out lots debris
4/4/2011	KC SJ RG	2 Parkside			Jet Service Line	Cust call	Yes	Found broken service line, Replace service
4/4/2011	KC RG	Lost Meadow Trail	Butterfly place		Jet and Vactor Main	SSOI	Yes	WWTransport Vactor out Debris
4/4/2011	KC RG	Club Estates Club House			Jet and Vactor Main	SSOI	Yes	WWTransport Vactor out Debris Lots of Grit
7/12/2011	KC SJ RG	27 Tournamants Way			Jet Service Line	Cust call	Yes	HCM Jetter
10/3/2011	KC CM	Dew Drop CV	Summit Lohmans Crossing	335	Jet Sewer main	SSOI	No	HCM Jetter
12/27/2011	KC KP CM RG SJ	76 Tiburon Fairway Crossing	Manhole Between 1& 6 fairways	372	Jet sewer main	SSOI	Yes	HCM Jetter
12/27/2011	KC KP CM RG SJ	Manhole Between 1&6 Fairway	Manhole Across #6 Fairway	230	Jet sewer main	SSOI	Yes	WWTransport Vactor out Debris
1/6/2012	KC KP RG	5 Sparrowglen			Jet Service Line	Cust call	Yes	Service line full of grease
3/20/2012	KC RG KP SJ	27 Tournaments Way			Jet Service Line	Cust call	Yes	Service line full of rocks and debris
4/18/2012	KC SJ	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	No	HCM Jetter
4/18/2012	KC SJ	Cottondale/ Dew Drop CV Inter	Dew Drop CV		Jet sewer main	SSOI	No	HCM Jetter
4/19/2012	KC SJ	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter	358	Jet sewer main	SSOI	No	HCM Jetter
4/19/2012	KC SJ	Guard Gate @ Wingreen Loop	24 Cottondale Drive	334	Jet sewer main	SSOI	No	HCM Jetter
4/19/2012	KC SJ	36 Cottondale	Guard Gate @ Wingreen Loop	290	Jet sewer main	SSOI	No	HCM Jetter
4/19/2012	KC SJ	Cottondale/ Lost Meadow Inter	36 Cottondale	281	Jet sewer main	SSOI	No	HCM Jetter
4/20/2012	KC SJ	13 Lost Meadow	Cottondale/Lost Meadow Inter	352	Jet sewer main	SSOI	No	HCM Jetter
4/20/2012	KC SJ	23 Lost Meadow	13 Lost Meadow	390	Jet sewer main	SSOI	No	HCM Jetter
4/20/2012	KC SJ	Lost Meadow/Butterfly Plc Inter	13&23 Lost Meadow	180/63	Jet sewer main	SSOI	No	HCM Jetter
5/15/2012	KC SJ	50 Cottondale			Jet Service Line	Cust call	Yes	HCM Jetter
11/6/2012	KC	Dew Drop CV	Summit Lohmans Crossing	283	Jet sewer main	SSOI	No	HCM Jetter
11/6/2012	KC KP CM	Cottondale/ Dew Drop CV Inter	Dew Drop CV	187	Jet sewer main	SSOI	No	HCM Jetter
11/6/2012	KC KP CM	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter	360	Jet sewer main	SSOI	No	HCM Jetter
11/6/2012	KC KP CM	Guard Gate @ Wingreen Loop	24 Cottondale Drive	340	Jet sewer main	SSOI	No	HCM Jetter
11/6/2012	KC KP CM	36 Cottondale	Guard Gate @ Wingreen Loop	260	Jet sewer main	SSOI	No	HCM Jetter
11/6/2012	KC KP CM	Cottondale/ Lost Meadow Inter	36 Cottondale	280	Jet sewer main	SSOI	No	HCM Jetter
11/7/2012	KC CM RG	12 Lost Meadow	Cottondale/Lost Meadow Inter	351	Jet sewer main	SSOI	No	HCM Jetter
11/7/2012	KC CM RG	23 Lost Meadow	12 Lost Meadow	390	Jet sewer main	SSOI	No	HCM Jetter
11/7/2012	KC CM RG	23 Lost Meadow	25 Lost Meadow	65	Jet sewer main	SSOI	No	HCM Jetter
11/7/2012	KC CM RG	Lost Meadow/Butterfly Plc Inter	25 Lost Meadow	165	Jet sewer main	SSOI	No	HCM Jetter
11/7/2012	KC CM RG	Lost Meadow/Hills Dr Inter	Lost Meadow/Butterfly Plc Inter	150	Jet sewer main	SSOI	No	HCM Jetter
11/7/2012	KC CM RG	Club Estates Club House			Jet sewer main	SSOI	No	Pulled out lots of grease
11/19/2012	KC SJ RG CM	76 Tiburon Fairway Crossing	Manhole Between 1& 6 fairways	375	Jet sewer main	SSOI	Yes	Camered, but did not record, all clear
11/19/2012	KC SJ RG CM	Manhole Between 1&6 Fairway	Manhole Across #6 Fairway	235	Jet sewer main	SSOI	Yes	Camered, but did not record, all clear
11/19/2012	KC SJ RG CM	Fairway Behind 5 Hedgebrook CV	Fairway Behind 4 Hedgebrook CV		Jet sewer main	Maint	Yes	Camered, but did not record, all clear
11/19/2012	KC SJ RG CM	Fairway Behind 4 Hedgebrook CV	Fairway Behind 33 Hedgebrook		Jet sewer main	Maint	Yes	Camered, but did not record, all clear
1/5/2013	KC	5 Tournaments CV			Jet Service Line	Cust call	Yes	HCM Jetter
1/22/2013	KC RG	2 Torrington			Jet Service Line	Cust call	Yes	HCM Jetter
6/24/2013	KC RG KP SJ	76 Tiburon Fairway Crossing	Manhole Between 1& 6 fairways	380	Jet sewer main	SSOI	Yes	Pulled out 5 gal bucket of shell
6/24/2013	KC RG KP SJ	Manhole Between 1&6 Fairway	Manhole Across #6 Fairway	235	Jet sewer main	SSOI	Yes	HCM Jetter
6/24/2013	KC RG KP SJ	Club Estates Club House		220	Jet sewer main	SSOI		HCM Jetter
6/24/2013	KC RG KP SJ	Club Estates Club House	Fairway behind 3 Champions	340	Jet sewer main	Maint	Yes	Camered, but did not record, all clear
6/24/2013	KC RG KP SJ	Fairway behind 3 Champions	Fairway behind 5 Champions	170	Jet sewer main	Maint	Yes	Camered, but did not record, all clear
6/24/2013	KC RG KP SJ CM	Dew Drop CV	Summit Lohmans Crossing	285	Jet sewer main	SSOI	No	HCM Jetter
6/24/2013	KC RG KP SJ CM	Cottondale/ Dew Drop CV Inter	Dew Drop CV	185	Jet sewer main	SSOI	No	HCM Jetter
6/25/2013	KC KP SJ CM	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter	350	Jet sewer main	SSOI	No	HCM Jetter
6/25/2013	KC KP SJ CM	Guard Gate @ Wingreen Loop	24 Cottondale Drive	380	Jet sewer main	SSOI	No	HCM Jetter
6/25/2013	KC KP SJ CM	Cottondale/ Lost Meadow Inter	Guard Gate @ Wingreen Loop	570	Jet sewer main	SSOI	No	HCM Jetter
1/3/2014	KC SJ JM	9 Glenway Dr			Jet Service Line	Cust call	Yes	HCM Jetter
1/20/2014	KC SJ KP	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	No	HCM Jetter
1/21/2014	KC SJ RG CM	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	no	Jet and vactor WWTransport, pulled out lots of rags
1/21/2014	KC SJ RG CM	Cottondale/ Dew Drop CV Inter	Dew Drop CV	187	Jet sewer main	SSOI	No	Jet and Vactor WWTransport
1/21/2014	KC SJ RG CM	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter	360	Jet sewer main	SSOI	No	Jet and Vactor WWTransport

1/21/2014	KC SJ RG CM	Guard Gate @ Wingreen Loop	24 Cottondale Drive	340	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	36 Cottondale	Guard Gate @ Wingreen Loop	260	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	Cottondale/ Lost Meadow Inter	36 Cottondale	280	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	12 Lost Meadow	Cottondale/Lost Meadow Inter	351	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	23 Lost Meadow	12 Lost Meadow	390	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	23 Lost Meadow	25 Lost Meadow	65	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	Lost Meadow/Butterfly Plc Inter	25 Lost Meadow	165	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	Lost Meadow/Hills Dr Inter	Lost Meadow/Butterfly Plc Inter	150	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
1/21/2014	KC SJ RG CM	Club Estates Club House			Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
3/17/2014	KC KP SJ CM JM	76 Tiburon Fairway Crossing #1		380	Jet sewer main	SSOI	Yes	Jetter Broke Down, Pinched fuel Line, Camered Line all clear	
5/22/2014	KC SJ KP	18 Tournaments Way			Jet Service Line	Cust call	Yes	Root Ball plugged up service Line, Jetted Camera, all clear	
6/12/2014	KP RG	Dew Drop CV	Summit Lohmans Crossing	285	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
6/12/2014	KP RG	Cottondale/ Dew Drop CV Inter	Dew Drop CV	185	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
6/12/2014	KP RG	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter	360	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
6/12/2014	KP RG	Guard Gate @ Wingreen Loop	24 Cottondale Drive	340	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
6/12/2014	KP RG	36 Cottondale	Guard Gate @ Wingreen Loop	260	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
6/12/2014	KP RG	Cottondale/ Lost Meadow Inter	36 Cottondale	280	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
6/12/2014	KP RG	Club Estates Club House			Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
9/8/2014	KC KP SJ RG	76 Tiburon Fairway Crossing #1		380	Jet sewer main	SSOI	Yes	HCM Jetter	Camerad, but did not record, all clear
9/8/2014	KC KP SJ RG	Manhole Between 1&6 Fairway	Manhole Across #6 Fairway	235	Jet sewer main	SSOI	Yes	HCM Jetter	Camerad, but did not record, all clear
9/8/2014	KC KP SJ RG	Dew Drop CV	Summit Lohmans Crossing	285	Jet sewer main	SSOI	No	HCM Jetter	
9/8/2014	KC KP SJ RG	Club Estates Club House			Jet sewer main	SSOI	No	HCM Jetter	
10/17/2014	SJ KP KC	49 Lost Meadow			Jet Service Line	Cust call	Yes	HCM Jetter	Customer Had lots of Grease build up in his line
10/25/2014	SJ KP	Summit Lohmans Crossing	Dew Drop CV		Jet sewer main	Cust call	No	HCM Jetter	Manhole Back up Call out. Jet and clean
10/27/2014	KC KP SJ	Dew Drop CV	Dew Drop CV		Jet sewer main	SSOI	No	HCM Jetter	Jetter Broke Down, Sent to CAT Air in Injectors
11/4/2014	KC KP CM RG	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	Cottondale/ Dew Drop CV Inter	Dew Drop CV	187	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter	360	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	Guard Gate @ Wingreen Loop	24 Cottondale Drive	340	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	36 Cottondale	Guard Gate @ Wingreen Loop	260	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	Cottondale/ Lost Meadow Inter	36 Cottondale	280	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	12 Lost Meadow	Cottondale/Lost Meadow Inter	351	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/4/2014	KC KP CM RG	18 Club Estates Manhole	5&6 Leafdale Point	375	Jet sewer main	SSOI	No	Jet and Vactor WWTransport	
11/14/2014	KC CM	16 Tournaments Way			Jet Service Line	Cust call	No	HCM Jetter	
11/14/2014	KC CM	18 Tournaments Way			Jet Service Line	PM	No	HCM Jetter	
11/14/2014	KC CM	11 Tournametes Way			Jet Service Line	PM	NO	HCM Jetter	
12/8/2014	KC RG SJ KS KP	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	NO	HCM Jetter	
12/15/2014	KP RG SJ CM	76 Tiburon	#1 Fairway	380	Jet sewer main	SSOI	No	HCM Jetter	
12/15/2014	KP RG SJ CM	Club Estates	Clubhouse		Jet sewer main	SSOI	No	HCM Jetter	Found Broken Cleanout, Repaired it.
7/27/2015	KC KS SJ	Dew Drop CV	Summit Lohmans Crossing		Jet sewer main	SSOI	No	HCM Jetter	
7/27/2015	KC KS SJ	Cottondale/ Dew Drop CV Inter	Dew Drop CV		Jet sewer main	SSOI	No	HCM Jetter	
7/27/2015	KC KS SJ	24 Cotton Dale Dr	Cottondale/ Dew Drop CV Inter		Jet sewer main	SSOI	No	HCM Jetter	
7/27/2015	KC KS SJ	Guard Gate @ Wingreen Loop	24 Cotton Dale Dr		Jet sewer main	SSOI	No	HCM Jetter	
8/31/2015	KC KP JP	76 Tiburon	#1 Fairway		Jet sewer main	SSOI	No	HCM Jetter	
9/24/2015	KC KP JP	36 Stillmeadow Drive			Jet Service Line	Cust call		HCM Jetter	Sewer tap had a broken pipe 3' down, KP and JP dug up and repaired
12/11/2015	KC KP JP	Tiburon and Waterfall			Jet Service Line			HCM Jetter	New Construction, Jetted to make sure line was clear
1/12/2016	KC JP KP RG	5 Sparrowglen			Jet Service Line	Cust call		HCM Jetter	Line blocked by grease
8/8/2016	KP JP	76 Tiburon	#1 Fairway	370	Jet sewer main	SSOI	No	HCM Jetter	Removed 2 baskets of grit
8/8/2016	KP JP	#6 Fairway	Hedgebrook	230	Jet sewer main	SSOI	No	HCM Jetter	
8/9/2016	KP JP	Dew Drop CV	Summit Lohmans Crossing	285	Jet sewer main	SSOI	No	HCM Jetter	
8/10/2016	KP JP	Cottondale/ Dew Drop CV Inter	Dew Drop CV	185	Jet sewer main	SSOI	No	HCM Jetter	
8/10/2016	KP JP	26 Cottondale	Cottondale/ Dew Drop CV Inter	360	Jet sewer main	SSOI	No	HCM Jetter	
8/10/2016	KP JP	Cottondale/ Lost Meadow Inter	36 Cottondale	300	Jet sewer main	SSOI	No	HCM Jetter	
8/10/2016	KP JP	Club Estates	Clubhouse	296	Jet sewer main	SSOI	No	HCM Jetter	
8/11/2016	KP JP	18 Club Estates Manhole	5&6 Leafdale Point	375	Jet sewer main	SSOI	No	HCM Jetter	
8/11/2016	KP JP	12 Lost Meadow	Cottondale/Lost Meadow Inter	300	Jet sewer main	SSOI	No	HCM Jetter	
1/19/2016	KP JP RG	60 Tournament Way		100	Camera/Inspection	Cust call	Yes	Customer had called about sewer line crack, Roto Rooter had cleared	
1/26/2017	KP JP RG SJ	1 Club Estates Pkwy			Jet Service Line	Cust call	Yes	HCM Jetter	Sewer choke, jetted and camera'd line, found that AT&T contractor h

2/15/2017 KP KC JP JP	8 Tournament Way		50	Jet Service Line	Cust call	No	HCM Jetter	Sewer Choke, Jetted and cleared blockage.
2/23/2017 RG	Manhole on Tournament Way	8 Tournament Way	50		SSOI		Jet and Vactor WW Transport	
3/27/2017 KP	Hills Drive and Luna Vista Intersection		1200'	Jet/Inspect Sewer Main	SSOI	Yes	Inspect Sewer Main due to road concerns. Everything looked really good.	
4/21/2017 KC KP JP JP	Dew Drop CV	Summit Lohmans Crossing	285	Jet sewer main	SSOI	No	HCM Jetter	
4/21/2017 KC KP JP JP	Cottondale/ Dew Drop CV Inter	Dew Drop CV	185	Jet sewer main	SSOI	No	HCM Jetter	
11/13/2017 KP,JP,JP	Dew Drop CV	Summit Lohmans Crossing	285	Jet sewer main	SSOI	No	HCM Jetter	
11/13/2017 KP,JP,JP	Cottondale/ Dew Drop CV Inter	Dew Drop CV	185	Jet sewer main	SSOI	No	HCM Jetter	
11/13/2017 KP,JP,JP	Cottondale/Lost Meadow Inter	36 Cottondale	400'	Jet sewer main	SSOI	No	HCM Jetter	
11/14/2017 KP,JP,JP	The Greens/Tournament Way	All service lines within	100'	Jet Service Line	SSOI	No	HCM Jetter	
11/14/2017 KP,JP,JP	3 Tournament Way	Tournament Way/Tourney Lane Inters	175	Jet sewer main	SSOI	No	HCM Jetter	
11/14/2017 KP,JP,JP	Curve on Tournament Way Manhole	3 Tournamnent Way	80'	Jet sewer main	SSOI	No	HCM Jetter	
11/14/2017 KP,JP,JP	Club Estates	Clubhouse	190'	Jet sewer main	SSOI	No	HCM Jetter	
11/27/2017 KP,JP,JP	76 Tiburon	#1 Fairway	370'	Jet sewer main	SSOI	No	HCM Jetter	Pulled out lots of scaling
11/27/2017 KP,JP,JP	Manhole Between 1&6 Fairway	Manhole Across #6 Fairway	240'	Jet sewer main	SSOI	No	HCM Jetter	
6/12/2018 KP,JP,JP	27 Waterfall		35'	Jet Service Line	Cust call	Yes	HCM Jetter	New Construction, Jetted to make sure line was clear, lots of rocks
6/18/2018 SJ,KP,KS,JP	46 Cottondale Road	Manhole by 52 Cottondale Rd.	200'	Service Line and Main	Cust Call	Yes	HCM Jetter	Broken Cleanout Cap, allowed rocks and sticks(debris) to get in servic
8/26/2019 KP,JP,JP	Manhole Between 1 & 6 fairway	Manhole Across #6 Fairway	380	Jet sewer main	SSOI	No	HCM Jetter	Pulled out lots of scaling
8/26/2019 KP,JP,JP	Manhole across #6 fairway	Manhole Between 1& 6 fairways	240	Jet sewer main	SSOI	No	HCM Jetter	
9/30/2020 JP,JP,BB	Dew Drop CV	Summit Lohmans Crossing	285'	Jet sewer main	SSOI	No	HCM Jetter	Pulled rags out
10/1/2020 JP,JP,BB	Club Estates	Clubhouse	190'	Jet sewer main	SSOI	No	HCM Jetter	
10/9/2020 JP,BB,KS	13 Waterfall	13 Waterfall	75'	Jet customer line	Cust call	Yes	HCM Jetter	Blockage at tie in for clean out on our side
12/8/2020 JP,BB,TC	Manhole Between 1 & 6 fairway	Manhole Across #6 Fairway	240'	Jet sewer main	SSOI	No	HCM Jetter	lots of scaling and broken pipe
12/8/2020 JP,BB,TC	76 Tiburon	#1 Fairway	380'	Jet sewer main	SSOI	No	HCM Jetter	broken pipe
9/29/2021 JP,BB,JP	205 The Hills Dr.	Closest Manhole	50'	Jet service line to main	Cust call	Yes	HCM Jetter	Blockage at service line before the main
10/6/2021 JP,BB,JP	Dew Drop CV	Summit Lohmans Crossing	285'	Jet sewer main	SSOI	No	HCM Jetter	Pulled rags out
10/26/2021 JP,BB	36 Cottondale	Lohman's Gate	260'	Jet sewer main	SSOI	No	HCM Jetter	Clear
10/26/2021 JP,BB	Lost Meadow and Cottondale Int.	36 Cottondale	280'	Jet sewer main	SSOI	No	HCM Jetter	Clear



l blockage, we did not find a crack anywhere  
ad bored through service line, repaired the next day

se line and into sewer main.

City of Austin / Travis County  
Austin Water  
Manifest / Trip Ticket for Hauled Liquid Wastes

Number: **1150621**

Generator Info

Generator Name: 9 tourney COLE Address: 9 tourney COLE  
City: The hills State: TX Zip Code: 78738 Phone: 512-529-1681

1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity: ☐ Food service grease interceptor or trap waste  
☐ Chemical toilet / portable toilet waste ☐ Wastewater from a mobile food vendor ☐ Grit / mud / oil / lint interceptor or trap waste  
☐ Wastewater treatment plant sludge ☐ Wastewater from sanitary sewer system ☐ Septic tank / sewage holding tank waste  
☒ Other - specify source and type of waste: Sanitary / Solid Solids Tank, interceptor or trap capacity: \_\_\_\_\_ (gallons)

2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID.

- a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? ☐ Yes ☒ No  
 If NO, skip b) through f) below:

b) COA Pollution Control Device ID: ☐ unknown If ID unknown, provide device's GPS coordinates (in decimal degrees) below

c) Percent solids/grease (estimate): \_\_\_\_\_ Latitude: 30 Longitude: -97

d) Is interceptor in good operating condition? ☐ Yes ☐ No If any interceptor problem or defect observed, please describe below

e) Is submission of pump-out report required? ☐ Yes ☐ No

f) Pump-out reporting done by: ☐ Generator ☐ Hauler ☐ N/A Name or initials of person reporting: \_\_\_\_\_

Gallons Removed: 100 Date Removed: 3-1-21

As the representative for the generator of this waste, I certify that the information provided is true and correct, and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.

Printed Name: Jackie Bell Signature: \_\_\_\_\_

Transporter Info

Hauler Business Name: Wastewater Transport Services, LLC Address: \_\_\_\_\_

City: 820 Linger Ln State: Austin Texas 78721 Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

TCEQ Registration No.: TCEQ#21343 COA#177 Vehicle License No.: MKV-7528

COA Permit No.: (512) 973-8484 Gallons Transported: 100 Date Relinquished: 3-1-21

As the representative for the transporter of this waste, I certify that the information provided is true and correct; and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.

Printed Name: Miguel A. Belmondo Signature: \_\_\_\_\_

Transfer Info

**Note:** This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.

1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? ☐ Yes ☐ No

If YES, indicate the previous Manifest / Trip Ticket No. here: \_\_\_\_\_

2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? ☐ Yes ☐ No

If YES, complete the section below for the vehicle accepting this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the original "Generator Info" (duplication of the generator's signature would not be required).

New Manifest / Trip Ticket No.: \_\_\_\_\_ New Vehicle License No.: \_\_\_\_\_

Gallons Transferred: \_\_\_\_\_ Transfer Date: \_\_\_\_\_

As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct.

Printed Name: Wastewater Residuals Management, LLC Signature: \_\_\_\_\_

Facility Name: Austin, Texas 78721 Address: \_\_\_\_\_

City: 800 Linger Ln State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Check One: ☐ Disposal site ☒ TCEQ Type I or Type V Permit No.: \_\_\_\_\_

☐ Registered transfer station OR TCEQ Registration No.: \_\_\_\_\_

Gallons Received: 100 Date Received: 3/1/21 Time Received: 10am

As the representative for the facility receiving this waste, I certify that:

- The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above;
- The waste was received by this facility on the date and time indicated; and
- The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.

Printed Name: Ash Venkman Signature: \_\_\_\_\_

City of Austin / Travis County  
Austin Water  
Manifest / Trip Ticket for Hauled Liquid Wastes

Number: **1150622**

<b>Generator Info</b>	Generator Name: <u>5 tournament + cold</u>		Address: <u>5 tournament cold</u>	
	City: <u>The hills</u>	State: <u>TX</u>	Zip Code: <u>78738</u>	Phone: <u>10-529-1681</u>
	1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity: <input type="checkbox"/> Food service grease interceptor or trap waste <input type="checkbox"/> Chemical toilet / portable toilet waste <input type="checkbox"/> Wastewater from a mobile food vendor <input type="checkbox"/> Grit / mud / oil / lint interceptor or trap waste <input type="checkbox"/> Wastewater treatment plant sludge <input type="checkbox"/> Wastewater from sanitary sewer system <input type="checkbox"/> Septic tank / sewage holding tank waste <input checked="" type="checkbox"/> Other - specify source and type of waste: <u>sanitary sewer solids</u> Tank, interceptor or trap capacity: _____ (gallons)			
	2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID.			
<b>Generator Info</b>	a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If NO, skip b) through f) below:			
	b) COA Pollution Control Device ID: _____ <input type="checkbox"/> unknown		If ID unknown, provide device's GPS coordinates (in decimal degrees) below	
	c) Percent solids/grease (estimate): _____		Latitude: <u>30</u> Longitude: <u>-97</u>	
	d) Is interceptor in good operating condition? <input type="checkbox"/> Yes <input type="checkbox"/> No		If any interceptor problem or defect observed, please describe below	
	e) Is submission of pump-out report required? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	f) Pump-out reporting done by: <input type="checkbox"/> Generator <input type="checkbox"/> Hauler <input type="checkbox"/> N/A Name or initials of person reporting: _____			
	Gallons Removed: <u>100</u>		Date Removed: <u>3-1-21</u>	
	As the representative for the generator of this waste, I certify that the information provided is true and correct, and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.			
	Printed Name: <u>Take to dump</u>		Signature: <u>[Signature]</u>	
	<b>Transporter Info</b>	Hauler Business Name: <u>Wastewater Transport Services, LLC</u>		Address: _____
City: <u>826 Linger</u>		State: <u>TX</u>	Zip Code: _____	Phone: _____
TCEQ Registration No.: <u>Austin, Texas 78721</u>		Vehicle License No.: <u>MKV-7528</u>		
COA Permit No.: <u>(512) 973-8484</u>		Gallons Transported: <u>100</u>	Date Relinquished: <u>3-1-21</u>	
As the representative for the transporter of this waste, I certify that the information provided is true and correct, and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.				
Printed Name: <u>Marcos A. Delmones</u>		Signature: <u>[Signature]</u>		
<b>Note:</b> This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.				
1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, indicate the previous Manifest / Trip Ticket No. here: _____				
2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, complete the section below for the vehicle <b>accepting</b> this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the <b>original</b> "Generator Info" (duplication of the generator's signature would not be required).				
New Manifest / Trip Ticket No.: _____		New Vehicle License No.: _____		
Gallons Transferred: _____		Transfer Date: _____		
As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct.				
Printed Name: <u>800 Linger Ln</u>		Signature: _____		
<b>Receiver Info</b>	Facility Name: <u>Austin, Texas 78721</u>		Address: _____	
	City: <u>(512) 973-8484</u>	State: _____	Zip Code: _____	Phone: _____
	Check One: <input type="checkbox"/> Disposal site <input checked="" type="checkbox"/> Permitted transfer station		TCEQ Type I or Type V Permit No.: _____	
	<input type="checkbox"/> Registered transfer station		OR TCEQ Registration No.: _____	
	Gallons Received: <u>100</u>	Date Received: <u>3/1/21</u>	Time Received: <u>3:15 PM</u>	
	As the representative for the facility receiving this waste, I certify that:			
	<ul style="list-style-type: none"> <li>The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above;</li> <li>The waste was received by this facility on the date and time indicated; and</li> <li>The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.</li> </ul>			
	Printed Name: <u>Ash Perhan</u>		Signature: <u>[Signature]</u>	

City of Austin / Travis County  
Austin Water  
**Manifest / Trip Ticket for Hauled Liquid Wastes**

Number: **1150623**

Generator Info

Generator Name: Treehawk Court LS #3 Address: Treehaven Court  
City: The hills State: TX Zip Code: 78738 Phone: 512/262-8671

1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity: ☐ Food service grease interceptor or trap waste  
☐ Chemical toilet / portable toilet waste ☐ Wastewater from a mobile food vendor ☐ Grit / mud / oil / lint interceptor or trap waste  
☐ Wastewater treatment plant sludge ☐ Wastewater from sanitary sewer system ☐ Septic tank / sewage holding tank waste  
☒ Other - specify source and type of waste: Sanitary sewer solids Tank, interceptor or trap capacity: \_\_\_\_\_ (gallons)

2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID.

a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? ☐ Yes ☒ No

If NO, skip b) through f) below.

b) COA Pollution Control Device ID: ☐ unknown If ID unknown, provide device's GPS coordinates (in decimal degrees) below

c) Percent solids/grease (estimate): \_\_\_\_\_ Latitude: 30 Longitude: -97

d) Is interceptor in good operating condition? ☐ Yes ☐ No If any interceptor problem or defect observed, please describe below

e) Is submission of pump-out report required? ☐ Yes ☐ No

f) Pump-out reporting done by: ☐ Generator ☐ Hauler ☐ N/A Name or initials of person reporting: \_\_\_\_\_

Gallons Removed: 500 Date Removed: 3-1-21

As the representative for the generator of this waste, I certify that the information provided is true and correct; and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.

Printed Name: John F. DeLabe Signature: \_\_\_\_\_

Transporter Info

Hauler Business Name: Wastewater Transport Services, LLC Address: \_\_\_\_\_

City: 825 Linger Ln State: TX Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

TCEQ Registration No.: TCEQ#24343 COA#177 Vehicle License No.: MKV-7520

COA Permit No.: (512) 973-8484 Gallons Transported: 500 Date Relinquished: 3-1-21

As the representative for the transporter of this waste, I certify that the information provided is true and correct; and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.

Printed Name: Marcos A. Belmontes Signature: \_\_\_\_\_

Transfer Info

**Note:** This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.

1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? ☐ Yes ☐ No

If YES, indicate the previous Manifest / Trip Ticket No. here: \_\_\_\_\_

2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? ☐ Yes ☐ No

If YES, complete the section below for the vehicle accepting this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the original "Generator Info" (duplication of the generator's signature would not be required).

New Manifest / Trip Ticket No.: \_\_\_\_\_ New Vehicle License No.: \_\_\_\_\_

Gallons Transferred: \_\_\_\_\_ Transfer Date: \_\_\_\_\_

As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct.

Printed Name: Wastewater Residuals Management, LLC Signature: \_\_\_\_\_

Facility Name: 800 Linger Ln Address: \_\_\_\_\_

City: Austin, Texas 78721 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Check One: ☐ Disposal site ☐ Permitted transfer station TCEQ Type I or Type V Permit No.: \_\_\_\_\_

☐ Registered transfer station OR TCEQ Registration No.: \_\_\_\_\_

Gallons Received: 500 Date Received: 3/1/21 Time Received: 3:15 pm

As the representative for the facility receiving this waste, I certify that:

- The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above;
- The waste was received by this facility on the date and time indicated; and
- The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.

Printed Name: John DeLabe Signature: \_\_\_\_\_

City of Austin / Travis County  
Austin Water  
Manifest / Trip Ticket for Hauled Liquid Wastes

Number: **1150624**

Generator Info

Generator Name: Tree Haven Lane LS #12 Address: 43 Tree Haven Lane  
City: The Hills State: TX Zip Code: 78738 Phone: 512/262-8177

1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity:
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Chemical toilet / portable toilet waste   | <input type="checkbox"/> Wastewater from a mobile food vendor  | <input type="checkbox"/> Grit / mud / oil / lint interceptor or trap waste |
| <input type="checkbox"/> Wastewater treatment plant sludge   | <input type="checkbox"/> Wastewater from sanitary sewer system | <input type="checkbox"/> Septic tank / sewage holding tank waste           |
| <input checked="" type="checkbox"/> Other - specify source and type of waste: <u>Sanitary Sewer Solids</u> |  | Tank, interceptor or trap capacity: _____ (gallons)                        |

2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID.

- a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? ☐ Yes ☒ No

If NO, skip b) through f) below:

- b) COA Pollution Control Device ID: ☐ unknown If ID unknown, provide device's GPS coordinates (in decimal degrees) below
- c) Percent solids/grease (estimate): \_\_\_\_\_ Latitude: 30 Longitude: -97
- d) Is interceptor in good operating condition? ☐ Yes ☐ No If any interceptor problem or defect observed, please describe below
- e) Is submission of pump-out report required? ☐ Yes ☐ No
- f) Pump-out reporting done by: ☐ Generator ☐ Hauler ☐ N/A Name or initials of person reporting: \_\_\_\_\_

Gallons Removed: 500 Date Removed: 3-1-21

As the representative for the generator of this waste, I certify that the information provided is true and correct; and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.

Printed Name: Jake Redditt Signature: [Signature]

Transporter Info

Hauler Business Name: Wastewater Transport Services, LLC Address: \_\_\_\_\_  
City: 826 Linger State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
TCEQ Registration No.: Austin, Texas 78721 Vehicle License No.: MKV-7528  
COA Permit No.: (512) 973-5000 Gallons Transported: 500 Date Relinquished: 3-1-21

As the representative for the transporter of this waste, I certify that the information provided is true and correct; and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.

Printed Name: Marcos A. Belmonte Signature: [Signature]

Transfer Info

**Note:** This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.

1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? ☐ Yes ☐ No

If YES, indicate the previous Manifest / Trip Ticket No. here: \_\_\_\_\_

2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? ☐ Yes ☐ No

If YES, complete the section below for the vehicle **accepting** this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the **original** "Generator Info" (duplication of the generator's signature would not be required).

New Manifest / Trip Ticket No.: \_\_\_\_\_ New Vehicle License No.: \_\_\_\_\_

Gallons Transferred: \_\_\_\_\_ Transfer Date: \_\_\_\_\_

As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct.

Printed Name: Wastewater Residuals Management, LLC Signature: \_\_\_\_\_

Receiver Info

Facility Name: 800 Linger Ln Address: \_\_\_\_\_  
City: Austin, Texas 78721 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
Check One: ☐ Disposal site ☐ Permitted transfer station TCEQ Type I or Type V Permit No.: \_\_\_\_\_  
☐ Registered transfer station OR TCEQ Registration No.: \_\_\_\_\_

Gallons Received: 500 Date Received: 3/1/21 Time Received: 3:15 PM

As the representative for the facility receiving this waste, I certify that:

- The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above;
- The waste was received by this facility on the date and time indicated; and
- The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.

Printed Name: Ash DeLeon Signature: [Signature]

City of Austin / Travis County  
Austin Water  
Manifest / Trip Ticket for Hauled Liquid Wastes

Number: **1150624**

Generator Info

Generator Name: Treehaven Lane LS #2 Address: 43 Treehaven Lane  
City: The hills State: TX Zip Code: 78738 Phone: 512/262-8679

1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity: ☐ Food service grease interceptor or trap waste  
☐ Chemical toilet / portable toilet waste ☐ Wastewater from a mobile food vendor ☐ Grit / mud / oil / lint interceptor or trap waste  
☐ Wastewater treatment plant sludge ☐ Wastewater from sanitary sewer system ☐ Septic tank / sewage holding tank waste  
☒ Other - specify source and type of waste: Sanitary Sewer Solids Tank, interceptor or trap capacity: \_\_\_\_\_ (gallons)

2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID.

- a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? ☐ Yes ☒ No

If NO, skip b) through f) below.

- b) COA Pollution Control Device ID: ☐ unknown If ID unknown, provide device's GPS coordinates (in decimal degrees) below  
c) Percent solids/grease (estimate): \_\_\_\_\_ Latitude: 30 Longitude: -97  
d) Is interceptor in good operating condition? ☐ Yes ☐ No If any interceptor problem or defect observed, please describe below  
e) Is submission of pump-out report required? ☐ Yes ☐ No

f) Pump-out reporting done by: ☐ Generator ☐ Hauler ☐ N/A Name or initials of person reporting: \_\_\_\_\_

Gallons Removed: 500 Date Removed: 3-1-21

As the representative for the generator of this waste, I certify that the information provided is true and correct; and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.

Printed Name: Jade Kerbitt Signature: Jade Kerbitt

Transporter Info

Hauler Business Name: Wastewater Transport Services, LLC Address: \_\_\_\_\_

City: 826 Linger State: Austin, Texas 78721 Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

TCEQ Registration No.: TCEQ#24343 COA#177 Vehicle License No.: MKV-7528

COA Permit No.: (512) 973-8484 Gallons Transported: 500 Date Relinquished: 3-1-21

As the representative for the transporter of this waste, I certify that the information provided is true and correct; and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.

Printed Name: Marcelo Belmonte Signature: Marcelo Belmonte

Transfer Info

Note: This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.

1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? ☐ Yes ☐ No

If YES, indicate the previous Manifest / Trip Ticket No. here: \_\_\_\_\_

2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? ☐ Yes ☐ No

If YES, complete the section below for the vehicle accepting this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the original "Generator Info" (duplication of the generator's signature would not be required).

New Manifest / Trip Ticket No.: \_\_\_\_\_ New Vehicle License No.: \_\_\_\_\_

Gallons Transferred: \_\_\_\_\_ Transfer Date: \_\_\_\_\_

As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct.

Printed Name: Wastewater Residuals Management, LLC Signature: \_\_\_\_\_

Receiver Info

Facility Name: 800 Linger Ln Address: \_\_\_\_\_

City: Austin, Texas 78721 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Check One: ☐ Disposal site ☐ Permitted transfer station TCEQ Type I or Type V Permit No.: \_\_\_\_\_

☐ Registered transfer station OR TCEQ Registration No.: \_\_\_\_\_

Gallons Received: 500 Date Received: 3/1/21 Time Received: 3:15 PM

As the representative for the facility receiving this waste, I certify that:  
• The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above;  
• The waste was received by this facility on the date and time indicated; and  
• The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.

Printed Name: Ash DeJude Signature: Ash DeJude

Number: 1150625

11/04/2020

**WHITE** - Austin Water, **YELLOW** - Generator (Initial), **GREEN** - Generator (Final), **PINK** - Receiver, **GOLD** - Transporter

City of Austin / Travis County  
Austin Water  
Manifest / Trip Ticket for Hauled Liquid Wastes

Number: **1151652**

<b>Generator Info</b>	Generator Name: <u>Hurst Creek WWTP</u>		Address: <u>2400 Lakeway Blvd</u>	
	City: <u>Lakeway</u>	State: <u>TX</u>	Zip Code: <u>78734</u>	Phone: <u>512-262-8677</u>
	1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity: <input type="checkbox"/> Food service grease interceptor or trap waste <input type="checkbox"/> Chemical toilet / portable toilet waste <input type="checkbox"/> Wastewater from a mobile food vendor <input type="checkbox"/> Grit / mud / oil / lint interceptor or trap waste <input type="checkbox"/> Wastewater treatment plant sludge <input type="checkbox"/> Wastewater from sanitary sewer system <input type="checkbox"/> Septic tank / sewage holding tank waste <input checked="" type="checkbox"/> Other - specify source and type of waste: <u>Sanitary Sewer Solids</u> (Tank, interceptor or trap capacity: _____ (gallons))			
	2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID. a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If NO, skip b) through f) below: b) COA Pollution Control Device ID: <input type="checkbox"/> unknown If ID unknown, provide device's GPS coordinates (in decimal degrees) below c) Percent solids/grease (estimate): _____ Latitude: <u>30</u> Longitude: <u>-97</u> d) Is interceptor in good operating condition? <input type="checkbox"/> Yes <input type="checkbox"/> No If any interceptor problem or defect observed, please describe below e) Is submission of pump-out report required? <input type="checkbox"/> Yes <input type="checkbox"/> No f) Pump-out reporting done by: <input type="checkbox"/> Generator <input type="checkbox"/> Hauler <input type="checkbox"/> N/A Name or initials of person reporting: _____			
Gallons Removed: <u>1,500</u>		Date Removed: <u>3-1-21</u>		
As the representative for the generator of this waste, I certify that the information provided is true and correct; and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.				
Printed Name: <u>Marcos A. Belmontes</u>		Signature: <u>[Signature]</u>		
<b>Transporter Info</b>	Hauler Business Name: <u>Wastewater Transport Services, LLC</u>		Address: _____	
	City: <u>Austin, Texas</u>	State: <u>TX</u>	Zip Code: _____	Phone: _____
	TCEQ Registration No.: <u>15121973-0003</u>	Vehicle License No.: <u>MK-7528</u>		Date Relinquished: <u>3-1-21</u>
	COA Permit No.: <u>424113 COA 177</u>	Gallons Transported: <u>1,500</u>		
As the representative for the transporter of this waste, I certify that the information provided is true and correct; and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.				
Printed Name: <u>Marcos A. Belmontes</u>		Signature: <u>[Signature]</u>		
<b>Transfer Info</b>	<b>Note:</b> This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.			
	1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, indicate the previous Manifest / Trip Ticket No. here: _____			
	2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, complete the section below for the vehicle accepting this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the original "Generator Info" (duplication of the generator's signature would not be required).			
	New Manifest / Trip Ticket No.: _____ Gallons Transferred: <u>1,500</u> As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct. Printed Name: <u>Austin Wastewater Processing Facility</u>		New Vehicle License No.: _____ Transfer Date: _____ Signature: _____	
<b>Receiver Info</b>	Facility Name: <u>MSW Transfer Station - Liquid Waste Processing</u>		Address: _____	
	City: <u>Austin, Texas</u>	State: <u>TX</u>	Zip Code: _____	Phone: _____
	Check One: <input checked="" type="checkbox"/> Disposal Site <input type="checkbox"/> Permitted transfer station <input type="checkbox"/> Registered transfer station		TCEQ Type I or Type V Permit No.: _____ OR TCEQ Registration No.: _____	
	Gallons Received: <u>1,500</u>		Date Received: <u>3.1.21</u>	Time Received: <u>3:15 pm</u>
As the representative for the facility receiving this waste, I certify that: • The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above; • The waste was received by this facility on the date and time indicated; and • The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.				
Printed Name: <u>Teresa Tedford</u>		Signature: <u>[Signature]</u>		

(City of Austin / Travis County  
Austin Water  
Manifest / Trip Ticket for Hauled Liquid Wastes

Number: **1151651**

<b>Generator Info</b>	Generator Name: <u>Lakeview Elementary School</u>		Address: <u>1701 Johnsons Crossing Rd</u>	
	City: <u>Austin</u>	State: <u>TX</u>	Zip Code: <u>78734</u>	Phone: <u>512-496-9209</u>
	1. Indicate the waste type (check one) and, if applicable, the tank, interceptor or trap capacity: <input type="checkbox"/> Food service grease interceptor or trap waste <input type="checkbox"/> Chemical toilet / portable toilet waste <input type="checkbox"/> Wastewater from a mobile food vendor <input type="checkbox"/> Grit / mud / oil / lint interceptor or trap waste <input type="checkbox"/> Wastewater treatment plant sludge <input type="checkbox"/> Wastewater from sanitary sewer system <input type="checkbox"/> Septic tank / sewage holding tank waste <input checked="" type="checkbox"/> Other - specify source and type of waste: <u>Sanitary Sewer Solids</u> Tank, interceptor or trap capacity: _____ (gallons)			
	2. This section applies to any waste removed from food service grease interceptors or traps that are subject to Austin City Code specified pump-out frequency requirements. All food service grease interceptors or traps located within the City of Austin (COA) or located at any property that receives wastewater service from Austin Water must comply. If needed, contact Austin Water to obtain the requested COA Pollution Control Device ID.  a) Was this waste removed from a grease interceptor or trap that is subject to Austin City Code pump-out requirements? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If NO, skip b) through f) below: b) COA Pollution Control Device ID: <input type="checkbox"/> unknown If ID unknown, provide device's GPS coordinates (in decimal degrees) below c) Percent solids/grease (estimate): _____ Latitude: <u>30</u> Longitude: <u>-97</u> d) Is interceptor in good operating condition? <input type="checkbox"/> Yes <input type="checkbox"/> No If any interceptor problem or defect observed, please describe below e) Is submission of pump-out report required? <input type="checkbox"/> Yes <input type="checkbox"/> No f) Pump-out reporting done by: <input type="checkbox"/> Generator <input type="checkbox"/> Hauler <input type="checkbox"/> N/A Name or initials of person reporting: _____			
Gallons Removed: <u>500</u>		Date Removed: <u>3-1-21</u>		
As the representative for the generator of this waste, I certify that the information provided is true and correct; and that this waste is to be transported to a facility authorized by the Texas Commission on Environmental Quality (TCEQ) to receive these wastes.				
Printed Name: <u>Jake Runkle</u>		Signature: <u>[Signature]</u>		
<b>Transporter Info</b>	Hauler Business Name: <u>Wastewater Transport Services, LLC</u>		Address: _____	
	City: <u>Austin, Texas 78721</u>	State: <u>TX</u>	Zip Code: _____	Phone: _____
	TCEQ Registration No.: <u>512-243-3348</u>	Vehicle License No.: <u>4KV-7528</u>		
	COA Permit No.: _____	Gallons Transported: <u>500</u>	Date Relinquished: <u>3-1-21</u>	
As the representative for the transporter of this waste, I certify that the information provided is true and correct, and that this waste was collected in accordance with Title 30 of the Texas Administrative Code, Chapter 312, Subchapter G and the Austin City Code.				
Printed Name: <u>Marcel Belmontes</u>		Signature: <u>[Signature]</u>		
<b>Transfer Info</b>	<b>Note:</b> This section is for documenting transfers of wastes between vehicles operating under the same TCEQ Registration Number. The transfer of waste to any secondary transporter must be at a Type V facility that is either permitted by or registered with the TCEQ.			
	1. Was this waste transferred to the vehicle identified above from a previous transporter vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	If YES, indicate the previous Manifest / Trip Ticket No. here: _____			
	2. Is this waste being transferred from the vehicle identified above to a different (new) transporter vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If YES, complete the section below for the vehicle accepting this waste, and initiate a new Manifest / Trip Ticket including the new "Transporter Info" and the original "Generator Info" (duplication of the generator's signature would not be required).				
New Manifest / Trip Ticket No.: _____		New Vehicle License No.: _____		
Gallons Transferred: _____		Transfer Date: _____		
As the representative for the transporter receiving this transferred waste, I certify that the information provided is true and correct.				
Printed Name: <u>Residuals Management, LLC</u>		Signature: _____		
<b>Receiver Info</b>	Facility Name: <u>Austin, Texas 78721</u>		Address: _____	
	City: <u>MSW Type V - Liquid Waste Processing</u>	State: <u>TX</u>	Zip Code: _____	Phone: _____
	Check One: <input type="checkbox"/> Disposal site <input checked="" type="checkbox"/> MSW Permit <input type="checkbox"/> Permitted transfer station		TCEQ Type I or Type V Permit No.: _____	
	<input type="checkbox"/> Registered transfer station		OR TCEQ Registration No.: _____	
Gallons Received: <u>500</u>		Date Received: <u>3.1.21</u>	Time Received: <u>3:15pm</u>	
As the representative for the facility receiving this waste, I certify that:				
<ul style="list-style-type: none"> <li>The TCEQ has authorized this facility to accept the waste specified under "Generator Info" above.</li> <li>The waste was received by this facility on the date and time indicated; and</li> <li>The waste has been transferred, recycled or disposed of as required by the TCEQ authorization for this facility.</li> </ul>				
Printed Name: <u>Teresa Tedford</u>		Signature: <u>[Signature]</u>		

# EXHIBIT H

approval of the Committee. An approval may require additional landscape screening;

**NOTE: It will be fully understood by the owner of the property that any construction within dedicated utility or drainage easements may have to be removed at the owner's expense if required by an authorized utility company or be required to provide adequate drainage from offsite areas.**

#### **4.4 Impervious Cover Requirements**

- A. No more than sixty percent (60%) of the lot, forward of the street-facing facade of the house, may be impervious cover, however, given the varying sizes and shapes of lots in The Hills, homeowners may apply for a variance to this percentage for consideration by the Architectural Committee without fee;
- B. Actual percentage of impervious cover for the lot should be calculated and shown on the plan (See Exhibit E - Impervious Cover Calculations for an example of the calculation for impervious cover).

#### **4.5 Site Preparation, Maintenance and Project Clean-up**

- A. Clearing. No clearing of a lot for the building purposes is permitted prior to obtaining a building permit;
- B. Maintenance. Maintenance of all lots during construction is a requirement:
  - i. Prior to the start of construction, a metal dumpster will be in place and must be removed when construction is complete;
    - a. It will be the permit holder's responsibility to collect all trash and have a clean, orderly construction site.
  - ii. No dumping or burning is permitted in The Hills of Lakeway;
  - iii. Lots must be mowed during construction.
- C. Maintenance Violations. In the event cleanup is not accomplished to the satisfaction of the Architectural Committee or the Association office, the Architectural Committee may elect to do any one or more of the following:
  - i. Issue a Stop Work Order until the site and adjacent property is free of any discarded material, machinery, trash, rubbish, paper, debris, and concrete;

- ii. Take charge of the work and clean up the premises to its proper condition. The Association or the Architectural Committee will be entitled to recover from the permit holder or from the permit bond the actual expenses incurred by the Association in cleaning up the premises and adjacent property, including but not limited to, the cost of labor, materials, overheads, use or rental of any equipment used by the Association in cleaning up the site and attorney fees;
- iii. Suspend or revoke the permit.

**D. Fencing during Construction and Erosion Control**

- i. Silt fencing will be installed as needed to avoid runoff. The fencing will be inspected at layout;
- ii. Chain link fencing must be erected around the perimeter of the property, minimum 4 feet (4') high with only one point of access to minimize road dust and debris. Chain link fence will have dark green or black visual barrier attached.

**E. Sanitation during Construction.** A portable chemical toilet will be located appropriately on the site;

**F. Access to Lot during Construction**

- i. Bull rock or similar substance will be used on site entrance to minimize the tracking of dirt/mud onto the private streets from the construction site;
- ii. The bull rock will be removed from the site at the end of construction, prior to pouring the driveway and installing the landscaping;
- iii. The permit holder may be required to replenish the bull rock during the course of construction if deemed necessary by the Architectural Committee;
- iv. A corrugated metal pipe culvert, complying with the design requirement, will be installed at the site entrance to allow flow of water in the roadside ditch during construction.

**G. Removal of all Construction Materials and Debris.** Upon completion of the project, the site should be left in a clean and orderly condition with all extra materials, fencing, sanitation equipment, debris, and other

equipment removed. A Certificate of Occupancy will not be issued until these requirements are met.

**H. Location of Construction Equipment and Materials**

- i. Except during construction, no building materials or construction equipment of any kind shall be placed or stored upon any lot;
- ii. During construction, building materials and construction equipment will be placed within the property lines of the lot on which the improvements are to be made;
- iii. Temporary use of an adjoining lot requires a letter of permission from the adjoining lot owner on file in the Association office;
- iv. Ingress/egress by vehicles and/or equipment through an adjoining lot requires a letter of permission obtained from the Site Manager and adjoining lot to the owner;
- v. Construction equipment and materials may not be stored on any private street or the right-of-way unless permission is obtained from Site Manager;
- vi. No tracked equipment with any kind of metal cleats or shoes will be used without adequate protection from tires or planking, or driven on any hard surface of the Association's private streets, etc.

**I. Parking of Vehicles.** During construction, all vehicles driven to the site by workers shall be parked on the construction site:

- i. When this is not feasible, vehicles may be parked on the same side of the street as the construction project;
- ii. Vehicles may not park in private driveways;
- iii. Where these requirements are impractical, special permission for other parking arrangements may be obtained from the Association office;
- iv. Vehicles may not impede traffic in any circumstance.

**J. Restoration of Streets and Rights-of-Way**

- i. Upon the completion of any construction activity authorized by a permit, or in the event a permit is suspended or revoked, the permit holder shall immediately commence operations to restore any

streets, rights-of-way, street shoulders and drainage ditches to a pre-existing condition before the permit holder's activity commenced;

- ii. A Certificate of Occupancy will not be issued until streets, rights-of-way, shoulders and drainage ditches are restored;
- iii. In the event restoration is not completed as directed by the Committee, the Association shall be authorized, at its election, to take charge of the work and restore the area to its property condition:
  - a. The Association will be entitled to recover from the permit holder by civil action and actual expenses incurred by the Association in restoring the area, including, but not limited to, the cost of attorney fees;
  - b. For such purposes, the Association shall have a right to recover directly upon the permit bond, or Refundable Building Deposit.

**K. Site Drainage**

- i. Applicant must submit drainage plans to the Hurst Creek MUD and receive approval from the MUD prior to receiving a building permit;
- ii. Roof runoff must be collected by rain gutters on all sides of all buildings. Gutter outlets, however, will be located so that roof runoff flows toward the site drainage collector;
- iii. A Certificate of Occupancy will not be issued until gutters are installed.

**Section 5. Structure Requirements and Restrictions.**

**5.1 Work Requiring a Permit - General Requirements.** All structures in The Hills will comply with the requirements and restrictions of the Architectural Committee Rule Book:

- A. Acceptable exterior materials are brick, stucco, or stone:
  - i. Existing siding other than stucco, stone and brick may only be repaired with approval of the Architectural Committee.
- B. Acceptable roofing materials are as follows: