

Phase II (Small) MS4 Annual Report
Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: TXR040365

Reporting Year (year will be either 1, 2, 3, 4, or 5): 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 Phase II Name of MS4: Ranch at Cypress Creek MUD 1

Contact Name: Suzanne McCalla Telephone Number: 512-495-6139

Mailing Address: 1111 W 6th Street, Bldg. B, Ste., 400, Austin, TX 78703

E-mail Address: smccalla@mcginnislaw.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
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Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		

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

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1	Conduct Stormwater Committee ("SC") meetings in accordance with the identified schedule and request public participation	Yes. The SC met via conference call and addressed any stormwater concerns and issues that arose throughout the year via electronic mail or in discussion in regular Board meetings where stormwater management was included as a standing item on the agenda. The District reviewed the Year 3 outstanding items at the SC meetings. A notice is posted on the stormwater page of the District's website inviting residents of the District to participate and/or become members of the SC. Holding these meetings ensures that stormwater pollution prevention topics are discussed and followed up on in the District. A copy of the SC agendas (Exhibit "A") and minutes of the meetings (Exhibit "B") are attached.

1	Public Education and Outreach	Yes. The SC reviewed existing brochures to determine if additional subjects should be included. The SC conducted a presentation to all Board members and Consultants, including members of the public regarding the requirement of the stormwater program, including defining stormwater runoff and identifying pollutants. See Exhibit "C." Educational brochures were offered to all persons in attendance. Providing educational presentations and brochures contributes to public education and outreach efforts to reduce stormwater pollution. The SC also implemented a direct mail out of stormwater educational material to the District's residents. See Exhibit "D."
1	Website	Yes. The SC reviewed the stormwater quality information included on the District's website to determine if updates were needed. The approved SWMP and the annual report for Year 2 were posted on website, as required. The District's stormwater page on the website was updated and lists opportunities for the public to participate in stormwater activities. Providing updates to stormwater information on the District's website ensures that the public continues to be made aware of new methods to reduce stormwater pollution.
1	Outreach Program – Factsheet	Yes. A stormwater fact sheet has been prepared ensuring that members of the public always have access to updated stormwater pollution information. See Exhibit "D."
1	Community Clean up	Yes, Hazardous waste collection events have been included on the District's website. This ensures that residents have adequate information to allow for proper disposal of hazard wastes materials that may otherwise end up as stormwater pollution.
1	Stormwater Drain Labeling	Yes. All stormwater drain inlets were identified and inspected (and replaced or repaired as needed). Maintenance of the drain markers ensures that this public education tool is consistently utilized to prevent dumping of illicit materials into the stormwater system. Opportunities to participate were provided to members of the public. Reports on the progress of stormwater labels replacements were provided during regular District meetings. See Exhibit "E."
1	Forming Partnerships	Yes. The District's Engineer as well as members of the SC have reached out to the City of Cedar Park to work together on stormwater issues. A formal partnership is not in place at this time, but a working relationship has been established. The District also reached out to the Bark Rangers, who agreed that District residents may participate in their program. Bark Rangers promote the removal of pet waste that can adversely affect water supplies as well as advocates for the Leave No Trace Program. This information has been included on the District's website.

2	Illicit Discharge Regulations/Order	The District has adopted Rules and Regulations. See Exhibit "F."
2	Program to detect and eliminate illicit discharges	Yes. The District has implemented a system on the District's website to publicize and facilitate public reporting of illicit discharges or water quality impacts associated with the District's MS4 System. This ensures that any illicit discharges are able to be directly reported to the District, thus allowing the Board to quickly respond to any issues. The District has implemented a route inspection program by the SC. The SC inspects the District's stormwater facilities quarterly and provide written reports for review and possible action (if necessary) by the Board. Additionally, all stormwater information is posted on the District's website. See Exhibit "G."
2	Storm Sewer Map	Yes. The SC has reviewed and updated the map of the MS4 system to ensure compliance with the District's SWMP and MS4 Permit. Keeping the map up-to-date and in compliance ensures that the District is able to comply with all aspects of its SWMP. See Exhibits "H" and "H.1."
2	Outfall Screening	Yes. The District's landscaping contractor visually inspects the outfalls within the District on each visit. See Exhibit "I." The SC also inspects the outfalls and submits outfall screening reports, including location, dimension, presence of silt, soil or trash in and around the outfall as well as dry weather flow. 100% of the outfalls were screened during the year to ensure that pollutants were not introduced to the stormwater system. See Exhibits "G" and "G.1."
3	Construction Site Runoff Regulations Order	Rules and Regulations that include construction site rules and regulations were adopted by the Board. See Exhibit "F."
3	Public Information	Yes. The SC reviewed the topics in its educational materials to determine if additional information was needed regarding construction projects within the District. This ensures that the public is kept up-to-date on what constitutes construction site stormwater runoff. See Exhibit "B." The SC also considered the procedures by which to receive and consider information from the public. These procedures are included with the District's Rules and Regulations. See Exhibit "F."

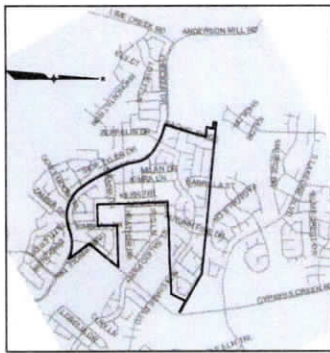
3	Construction Site Runoff	Yes, The SC reviewed the requirements for contractors to ensure that they meet TCEQ TPDES Construction General Permit requirements. See Exhibit "B."
4	Address post-construction runoff	Yes. The District adopted Rules and Regulations which address this issue. The procedures to document and maintain records of enforcement actions are included with the Rules and Regulations. See Exhibit "F."
4	Evaluate current non-structural BMPs and current BMP inspection program	Yes. The SC reviewed the current non-structural BMPs and current BMP inspection program to determine if changes were needed. The SC physically inspected all the District's stormwater facilities at least twice during the year. Reports of the inspections are prepared and maintained with the District's records.
5	Structural Control Maintenance	Yes. The SC conducted inspections of pollution prevention measures and provided written reports of the inspections. See Exhibits "G" and "G.1"
5	Identify potential hazardous materials, including develop and maintain inventory of stormwater facilities	Yes. The SC has met and identified potential hazardous materials. No new stormwater facilities or controls have been added, and the existing facilities are performing appropriately. The SC has reviewed and updated its list of stormwater facilities. See Exhibit "F."
5	Identify existing and implement new methods to reduce stormwater pollution. Evaluate existing and introduce new pollution controls	Yes. The SC met and discussed the District's current stormwater pollution methods and controls. The SC determined that the current methods in place were working effectively and that no new controls needed to be implemented at this time. The SC agreed to continue to monitor this BMP and to update as necessary.
5	Utilize organic pesticides and herbicides to the fullest extent possible	Yes. The District's prioritizes the use of organic, natural, and organic based fertilizers and pest control where reasonably applicable pursuant to its landscaping contract to minimize discharge of pesticides into the stormwater system. See Exhibit "I."
5	Education and Training	Yes. The SC developed a training program describing how to reduce stormwater pollution. This training was conducted at a public, regularly, scheduled Board meeting. See Exhibit "C."

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a

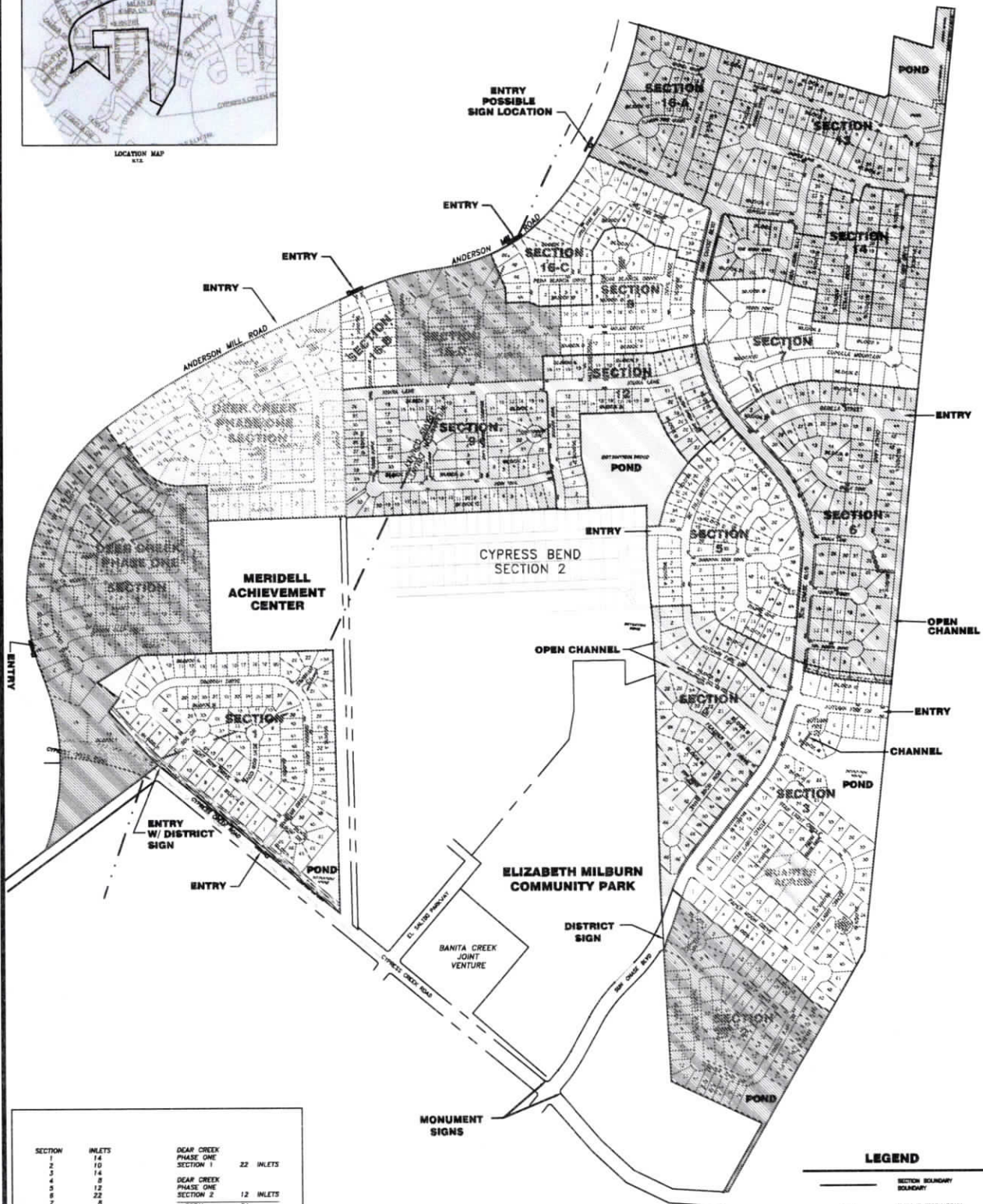
reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
1	Conduct SC meetings in accordance with the identified schedule and request public participation	Committee Meetings	2 (plus numerous outside communications by email and discussions and presentations at Board meetings)	Meetings Held	No. but holding meetings and continuing an ongoing dialogue about stormwater issues in the District through email correspondence and discussions and presentations at Board meetings ensures that any items of concern regarding pollution prevention can be readily addressed.
1	Public Education and Outreach	Brochures Stormwater Presentation Director mail out of stormwater educational materials to District residents	50 Brochures made available at Board meeting Stormwater PowerPoint Presentation provided District Fact Sheet	Brochures Presentation Fact sheet	No. However educating the public on how stormwater pollution, including its causes, effects, and ways persons contribute to stormwater pollution will help reduce stormwater pollution.

1	Website	Reviewed and updated stormwater information on website.	Reviewed monthly and updated as needed	Reviews	No. The District completely revamped its stormwater website page to make the information more "user friendly." Providing this information helps to educate people about stormwater issues, thus reducing the likelihood that they will contribute to stormwater pollution. Updates on the website include the ability to directly report illicit discharges or any other stormwater system issues to members of the SC, thus allowing the District to address issues faster and more effectively.
1	Outreach Program	Factsheet	1	Factsheet	No. However, a stormwater fact sheet ensures that members of the public always have access to updated stormwater pollution information.
1	Community Clean up	Hazardous Waste Cleanup Events	Offered by the City of Cedar Park one time a year	Link to this event on the District's website	Yes, Hazardous waste collection events have been included on the District's website. This ensures that residents have adequate information to allow for proper disposal of hazard wastes materials that may otherwise end up as stormwater pollution.
1	Stormwater Drain Labeling	Annual Report	Eight missing stormwater labels were replaced	Replaced stormwater labels	No. But replacing these labels ensures that a consistent message regarding pollution prevention continues to be conveyed to residents.



LOCATION MAP
K12



SECTION	INLETS	DEAR CREEK PHASE ONE	SECTION 1	22 INLETS
1	14			
2	10			
3	14			
4	8			
5	12			
6	22			
7	5			
8	7			
9	15			
12	10			
13	20			
14	6			
16A	7			
18B	2			
18C	6			
18D	8			
TOTAL	189			
		TOTAL	34	
				203

LOCATION MAP - FST
K12

RANCH AT CYPRESS CREEK M.U.D. No. 1
DISTRICT WATERSHED MAP



1	Forming Partnerships	The District's current SWMP	1	Forming Partnerships	No. But forming a working relationship with the City of Cedar Park allows the District and SC access to additional tools and best management practices used by other entities.
2	Adopt Rules and Regulations	Rules and Regulations	1	Order adopting Rules and Regulations	No. But the Order provides the Board the framework and authority to handle stormwater violations as they occur.
2	Program to detect and eliminate illicit discharges	Website Contact	N/A	Link to SC to directly report illicit discharges	No. The District has implemented a system on the District's website to publicize and facilitate public reporting of illicit discharges or water quality impacts associated with the District's MS4 System. This ensures that any illicit discharges are able to be directly reported to the District, thus allowing the Board to quickly respond to any issues.
2	Storm Sewer Map	Map showing the location of all the District's facilities	1	Map	No. However, keeping the map up-to-date and in compliance ensures that the District is able to comply with all aspects of its SWMP.
2	Training Program	Develop and conduct training program which describes the implementation of illicit discharge practices and procedures, regarding the observation of an illicit discharge or illicit connection to the MS4	1	Training Program	No. But a training program educates the general public on the nature of illicit discharges and their destructive potential. A direct reduction will occur if any illicit discharges are observed and reported. The timely reporting and mitigation of illicit discharges will reduce the overall impact of the illicit discharge to the stormwater system.

2	Outfall Screening	Annual Report	100%	Percentage of outfalls screened	Yes. The District's landscaping contractor visually inspects the outfalls within the District on each visit. See Exhibit "I." The SC also inspects the outfalls and submits outfall screening reports, including location, dimension, presence of silt, soil or trash in and around the outfall as well as dry weather flow. 100% of the outfalls were screened during the year to ensure that pollutants were not introduced to the stormwater system. See Exhibit "G."
3	Adopt Rules and Regulations regarding construction site runoff	Rules and Regulations	1	Order adopting Rules and Regulations	No. But the Order provides the Board the authority to regulate and enforce any violations, including construction site runoff violations.
3	Review and Assess topics in educational materials to determine if additional information is needed	Review brochures and information located on website to determine if construction information needed	All brochures and website items reviewed	Reviews	No. But continual oversight by the SC ensures that the public is kept up-to-date on what constitutes construction site stormwater runoff.
3	Construction Site Runoff	Review requirements for contractors	Requirements are reviewed during all SC meetings	Reviews	No. The SC reviewed the requirements for contractors to ensure that they meet TCEQ TPDES Construction General Permit requirements.

4	Adopt Rules and Regulations regarding post-construction runoff	Rules and Regulations	1	Order adopting Rules and Regulations	No. But the Order provides the Board the authority to regulate and enforce any violations, including post-construction site runoff violations.
4	4.B.2 Evaluate current non-structural BMPs and current BMP inspection program	Non-structural and structural facilities are inspected .	2	Inspections	Yes. The District's non-structural and structural BMPs are reviewed during the SC meetings and the appropriate facilities are inspected at least twice yearly to detect the presence of any hazardous materials. By inspecting and removing any pollutants found, the District reduces the amount of pollutants entering the stormwater system.
5	Conduct inspections of pollution prevention measures; provided written reports	Written Reports on inspections	1	Inspections	Yes. Conducting the inspections and maintaining accurate records ensures that hazardous or illicit pollution and/or materials are removed quickly and thoroughly.
5	Identify persons responsible for implementation of the program	Identified Persons	2	Persons	No. However determining the persons responsible for implementing the goals of the SWMP ensures that stormwater pollution issues will be more effectively addressed.

5	Identify potential hazardous materials used in operation, including develop and maintain inventory of stormwater facilities	Evaluation of hazardous materials, including review of inventory of stormwater facilities.	1	Evaluation performed	No. However identifying potential hazardous materials ensures that the District can plan appropriately to handle the materials if detected.
5	Identify existing and implement new methods to reduce stormwater pollution. Evaluate existing and introduce new pollution controls	Evaluation of existing methods to reduce stormwater pollution and consider new pollution controls.	1	Evaluation	No. The SC met and discussed the District's current stormwater pollution methods and controls. The SC determined that the current methods in place were working effectively and that no new controls needed to be implemented at this time. Continuing to monitor this BMP and to update as necessary ensures that new stormwater pollution issues will be addressed effectively.
5	Utilize organic pesticides and herbicides to the fullest extent possible	Evaluation of pesticides and herbicides	1	Evaluation performed	Yes. The District's prioritized the use of organic, natural, and organic based fertilizers and pest control where reasonably applicable, pursuant to its landscaping contract, minimizes discharge of pesticides into the stormwater system. See Exhibit "I."
5	Develop and conduct training program	Reduction of stormwater pollution	1	Training Program	Yes. The training program conducted ensures that residents and other members of the public will recognize and assist in removing and/or reporting stormwater pollution to the District, thus ensuring timely action and/or mitigation.

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

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1	Conduct SC meetings in accordance with the identified schedule and request public participation	Goal met. The SC met via video conference calls and addressed any stormwater concerns and issues that arose throughout the year via electronic mail or in discussion in regular Board meetings where stormwater management was included as a standing item on the agenda.
1	Public Education and Outreach	Goal met. The SC reviewed existing brochures to determine if additional subjects should be included as well as conducted presentation to all Board members and Consultants, including members of the public regarding the requirement of the stormwater program, including defining stormwater runoff and identifying pollutants. Stormwater educational information was provided to District residents via a direct mail out of the information.
1	Website	Goal Met. The SC reviewed the stormwater quality information included on the District's website to determine if updates were needed. The approved SWMP and Year 2 Annual Report was posted on website, as required. The website was updated as needed, and lists opportunities for the public to participate in stormwater activities.
1	Outreach Program	Goal Met. An updated stormwater fact sheet has been prepared and is available on request.
1	Community Clean up	Goal Met. Hazardous waste collection events have been included on the District's website.
1	Forming Partnerships	Goal Met. The District's Engineer and members of the SC have contacted and initiated an ongoing relationship with persons at the City of Cedar Park.
1	Stormwater Drain Labeling	Goal met. All stormwater drain inlets were identified and inspected and repaired or replaced as needed.
2	Illicit Discharge Regulations Order	Goal met. The Board of the District adopted Rules and Regulations which include illicit discharge regulations.

2	Program to detect and eliminate illicit discharges	Goal Met. The District has implemented a system on the District's website to publicize and facilitate public reporting of illicit discharges or water quality impacts associated with the District's MS4 System. The SC conducts quarterly routine inspections of the District's stormwater facilities.
2	Storm Sewer Map	Goal Met. The SC has reviewed and updated the map of the MS4 system to ensure compliance with the District's SWMP and MS4 Permit. This map details the District's stormwater facilities.
2	Education and Training	Goal Met. A training program describing the implementation of illicit discharge practices and procedures was developed, and an annual training was conducted.
2	Outfall Screening	Exceeded Goal. The District's landscaping contractor and SC visually inspected the outfalls within the District, and 100% of the outfalls were screened during the year to ensure that pollutants were not introduced to the stormwater system.
3	Construction Site Runoff Regulations/Order	Goal met. The Board of the District adopted Rules and Regulations which include construction site runoff regulations.
3	Public Information	Goal met. The SC reviewed the topics in its educational materials to determine if additional information was needed. This ensures that the public is kept up-to-date on what constitutes construction site stormwater runoff.
3	Construction Site Runoff	Goal met. The SC reviewed the requirements for contractors to ensure that they meet TCEQ TPDES Construction General Permit requirements.
4	Address post-construction runoff	Goal met. The Board of the District adopted Rules and Regulations which include post-construction site runoff regulations.
4	Evaluate current non-structural BMPs and current BMP inspection program	Goal met. The SC reviewed the current non-structural BMPs and current BMP inspection program to determine if changes were needed. It was determined that no changes were needed at this time.
5	Develop written procedures for inspecting and maintaining structural controls.	Goal met. Written procedures for inspecting and maintaining structural controls have been drafted.

5	Conduct inspections of pollution prevention measures and maintain written reports (inspection log)	Goal met. The SC conducted the required inspections and provided detailed reports to the Board for review and/or possible action.
5	Identify persons responsible for implementation of the program	Goal met. The Board of Directors of the District determined that the SC is the entity within the District responsible for implementing the SWMP.
5	Identify potential hazardous materials, including develop and maintain inventory of stormwater facilities	Goal met The SC has met and identified potential hazardous materials. No new stormwater facilities or controls were added, and the existing facilities are performing appropriately.
5	Identify existing and implement new methods to reduce stormwater pollution. Evaluate existing and introduce new pollution controls	Goal met. The SC met and discussed the District's current stormwater pollution methods and controls. The Committee determined that the current methods in place were working effectively and that no new controls needed to be implemented at this time. The SC agreed to continue to monitor this BMP and to update as necessary.
5	Utilize organic pesticides and herbicides to the fullest extent possible	Goal met. The District's currently uses organic, natural, and organic based fertilizers and pest control where reasonably applicable pursuant to its landscaping contract to minimize discharge of pesticides into the stormwater system.
5	Develop and conduct an annual training on how to reduce stormwater pollution	Goal met. Training was developed and presented at a public, duly noticed, Board meeting.

C. Stormwater Data Summary

Provide a summary of all information used, including any lab results (if sampling was conducted) to assess the success of the SWMP at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.?

The District's landscaping consultants and Stormwater Committee conducted visual observations of all outfalls and stormwater facilities within the District during routine inspections. 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 the outfalls, and the 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.

Not Applicable

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

Not Applicable

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

Not Applicable

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

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

5. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark:

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
N/A	N/A	N/A

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

Description of bacteria-focused BMP	Comments/Discussion
N/A	N/A

7. Assess the progress to determine BMP's effectiveness in achieving the benchmark.

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

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

Benchmark Indicator	Description/Comments
N/A	N/A

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments

2	Education and Training	Annual Training	The SC has agreed that annual trainings are useful tools and plans to review and update the annual trainings; trainings will be provided on the District's website for maximum education of the public.
2	Construction site and post-construction runoff	Develop, adopt, and implement Rules and Regulations	The District will continue to review its Rules and Regulations to determine if any changes are required.
2	Complete screening of 100% of the stormwater outfalls that discharge to the MS4 in accordance with the identified schedule	Continue screening of all outfalls	The District anticipates conducting additional screening of outfalls, including visual inspection.

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)

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

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

G. Additional BMPs for TMDLs and I-Plans

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

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

H. Additional Information

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

☐ Yes ☐ No

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

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

Authorization Number: _____

Permittee: _____

I. Construction Activities

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

_____ Zero _____

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

___ Yes X No

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

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

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): Patrice Coles Title: Board President

Signature: Patrice A. Coles Date: 3/17/2022

Name of MS4: The Ranch at Cypress Creek Municipal Utility District No. 1

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

THE RANCH AT CYPRESS CREEK MUD NO. 1
STORM WATER COMMITTEE
AGENDA

November 3, 2021
5:30 P.M.

Meeting will be held VIA Teams – please see email for link.

I. Convene meeting

II. Discuss Year 3 implementation goals pending, including:

- 1) Stormwater website page(s) to educate the public on stormwater issues
 - a) Confirm that hazardous waste collection events publicized on website
 - b) Confirm updated educational information on website
 - c) Confirm that information on website is reviewed quarterly for possible updates
 - i) status of preparation of reports
 - d) Status of partnerships with other entities (i.e. the City of Cedar Park and/or Bark Rangers)
 - i) Status of contact with the City regarding coordination of stormwater compliance activities
 - e) Discuss the implementation of Year 3 mail out process
 - i) Status of delivery of relevant brochures and/or stormwater information to residents through direct mail out by the District
- 2) Development/review of storm water educational brochure(s);
 - a) Status of stormwater brochure specifically addressing stormwater impacts from construction sites. (The brochure will outline methods by which contractors and developers can reduce stormwater impacts. The brochure will also inform operators of their duty to control waste and implement erosion and sediment controls)
 - b) Ensure that each Board member and consultants is provided copies of updated brochures
- 3) Status of the District's Storm Drain Labeling Program
 - a) Status of annual written report on number of storm drains labeled, as well as the repair or replacement of any existing storm drain labels
 - b) Status of identifying groups willing to participate in storm drain labeling program
 - i) Ensure that all volunteer participation is reported within Stormwater Label report
- 4) Stormwater Facilities and Maintenance
 - a) Review Inspection Log detailing routine inspections, pollution prevention measures, and the detection of any non-stormwater discharges and illegal dumping to the MS4, including any follow-up actions
 - b) Review any illicit discharge complaints, including all follow-up actions
 - c) Status of District stormwater facilities
 - d) Status of installation of stormwater facility signage
 - e) Status of lock on stormwater grate in Section 3
 - f) Status of removal of stormwater debris from Winter Storm Uri
 - g) Status of removal of graffiti from stormwater facilities

EXHIBIT A

- h) Status of fence damage in Sections 12, 5, and 3
 - i) Status of erosion issue at Sun Chase Boulevard
 - j) Status of the District's Storm Sewer System Map
- 5) Review the current procedures by which the District receives and considers information from the public; make any changes necessary
- 6) Training Requirements
- a) Discuss and schedule annual training program, including:
 - i) procedures that describe the implementation of illicit discharge practices and procedures, regarding the observation of an illicit discharge or illicit connection to the MS4
 - ii) procedures on how to reduce stormwater pollution
- III. Discuss action items for and/or schedule next stormwater committee meeting;
- 1) Confirm March 24, 2021 Stormwater Committee action items completed
- IV. Additional Committee comments.
- V. Schedule next Stormwater Committee meeting

EXHIBIT A

THE RANCH AT CYPRESS CREEK MUD NO. 1
STORM WATER COMMITTEE
AGENDA

November 3, 2021
5:30 P.M.

Meeting will be held VIA Teams – please see email for link.

I. Convene meeting

II. Discuss Year 3 implementation goals pending, including:

- 1) Stormwater website page(s) to educate the public on stormwater issues
 - a) Confirm that hazardous waste collection events publicized on website
 - b) Confirm updated educational information on website
 - c) Confirm that information on website is reviewed quarterly for possible updates
 - i) status of preparation of reports
 - d) Status of partnerships with other entities (i.e. the City of Cedar Park and/or Bark Rangers)
 - i) Status of contact with the City regarding coordination of stormwater compliance activities
 - e) Discuss the implementation of Year 3 mail out process
 - i) Status of delivery of relevant brochures and/or stormwater information to residents through direct mail out by the District
- 2) Development/review of storm water educational brochure(s);
 - a) Status of stormwater brochure specifically addressing stormwater impacts from construction sites. (The brochure will outline methods by which contractors and developers can reduce stormwater impacts. The brochure will also inform operators of their duty to control waste and implement erosion and sediment controls)
 - b) Ensure that each Board member and consultants is provided copies of updated brochures
- 3) Status of the District's Storm Drain Labeling Program
 - a) Status of annual written report on number of storm drains labeled, as well as the repair or replacement of any existing storm drain labels
 - b) Status of identifying groups willing to participate in storm drain labeling program
 - i) Ensure that all volunteer participation is reported within Stormwater Label report
- 4) Stormwater Facilities and Maintenance
 - a) Review Inspection Log detailing routine inspections, pollution prevention measures, and the detection of any non-stormwater discharges and illegal dumping to the MS4, including any follow-up actions
 - b) Review any illicit discharge complaints, including all follow-up actions
 - c) Status of District stormwater facilities
 - d) Status of installation of stormwater facility signage
 - e) Status of lock on stormwater grate in Section 3
 - f) Status of removal of stormwater debris from Winter Storm Uri
 - g) Status of removal of graffiti from stormwater facilities

EXHIBIT A

- h) Status of fence damage in Sections 12, 5, and 3
 - i) Status of erosion issue at Sun Chase Boulevard
 - j) Status of the District's Storm Sewer System Map
- 5) Review the current procedures by which the District receives and considers information from the public; make any changes necessary
- 6) Training Requirements
 - a) Discuss and schedule annual training program, including:
 - i) procedures that describe the implementation of illicit discharge practices and procedures, regarding the observation of an illicit discharge or illicit connection to the MS4
 - ii) procedures on how to reduce stormwater pollution
- III. Discuss action items for and/or schedule next stormwater committee meeting;
 - 1) Confirm March 24, 2021 Stormwater Committee action items completed
- IV. Additional Committee comments.
- V. Schedule next Stormwater Committee meeting

**STORMWATER COMMITTEE MEETING MINUTES
RANCH AT CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1**

March 24, 2021

**THE STATE OF TEXAS
WILLIAMSON AND TRAVIS COUNTIES**

The Stormwater Committee (the "**Committee**") of Ranch at Cypress Creek Municipal Utility District No. 1 (the "**District**") met via video conference call on March 24, 2021 at 6:00 p.m. In attendance were the following members of the Committee: Patrice Coles and Matthew Whittington, Directors on the Board of Directors of the District; Michael Rivera of Rivera Engineering, the District's Engineer; and Lecelle Clarke and Suzanne McCalla of McGinnis Lochridge ("**McGinnis**"), the District's Attorney.

The Committee reviewed the following items and/or requirements for compliance with the District's Stormwater Management Program ("**SWMP**");

- I. Review Year 2 Annual Report; make any changes necessary.

The Committee reviewed the Year 2 Annual Report to ensure compliance with all aspects of the SWMP. The Committee confirmed that the report was complete. Director Coles confirmed that a copy of the final report would be posted on the District's website.

- II. Consider contacting the District's Landscaper regarding providing required reports to Stormwater Committee

The Committee next discussed obtaining monthly reports from the District's Landscaper. Ms. Coles agreed to contact the District's Landscaper regarding the reports. The Committee discussed a redesign of the reports to make reporting by the landscaper easier. Director Coles agreed to update the form, ensuring compliance with the SWMP. She stated that she would also talk with the District's Landscaper about attending the District's SWMP training. After additional discussion, the Committee agreed that any future landscaping contracts would include the requirement that the landscaper provide its employees the stormwater training and forward a certification of completion to the Committee.

- III. Discuss Year 3 implementation goals pending, including:

- 1) Review status of stormwater website page(s) to educate the public on stormwater issues
 - a) Confirm that hazardous waste collection events publicized on website.

This was confirmed by the Committee.

- b) Confirm updated educational information on website.

This was confirmed by the Committee.

- c) Confirm that information on website is reviewed quarterly for possible updates (discuss preparation of reports, if necessary).

EXHIBIT B

Director Coles stated that she would continue to review and update the website quarterly and provide the reports. The Committee discussed updating the District's Inspection Log to include website compliance matter.

- d) Consider additional activities and opportunities for public participation in the District's SWMP for inclusion on the website.

The Committee discussed ways to engage the public in stormwater activities. Director Coles agreed to publish stormwater activities, such as painting over graffiti on stormwater facilities on the website to encourage members of the public to volunteer to help out with the activities. The Committee noted that the channel cleanup between Barillo and Autumn Fire would be another good opportunity for public participation.

- e) Status of partnerships with other entities (i.e. the City of Cedar Park (the "City") and/or Bark Rangers).

Mr. Rivera reported that he had initiated conversations with persons at the City regarding stormwater management. He stated he would follow up with the City on coordination between the District and the City for stormwater management. The Committee also agreed that including information on the Bark Rangers on the District's website was important.

- f) Discuss the implementation of Year 3 mail out process (either through delivery of relevant brochures to the City of Cedar Park for mail out with utility bills, or through direct mail out by District to all residents).

Director Whittington stated that he would contact the City about possibly including stormwater information on the City's mailing of utility bills. He also confirmed that if working with the City was not possible, he would coordinate with the District's management company on the distribution of stormwater information to District residents via regular mail.

- 2) Development/review of storm water educational brochure(s);
 - a) Review and assess topics in educational materials to determine if any changes required.

The Committee reviewed the current materials and determined no changes were required at this time.

- b) Review and assess topics in educational materials to determine if additional material needed in brochures;

Director Coles stated that she would review all the District's current stormwater brochures to determine if one specifically addressed stormwater impacts from construction sites. Ms. McCalla noted that the brochure would need to outline methods by which contractors and developers can reduce stormwater impacts as well as inform operators of their duty to control waste and implement erosion and sediment controls. Director Coles agreed to research brochures that include this information.

- c) Ensure that each Board member and consultants is provided copies of updated brochures.

The Committee noted that Board members and consultants are provided access to all District brochures.

EXHIBIT B

3) Status of the District's Storm Drain Labeling Program

- a) Status of annual written report on number of storm drains labeled, as well as the repair or replacement of any existing storm drain labels.

Director Whittington stated that he would continue to inspect and report on the stormwater labeling throughout the District. Director Coles added that the reports would be included in the District's Inspection Log. Director Whittington noted that the inspection of all the labels should be complete by October.

- b) Status of identifying groups willing to participate in storm drain labeling program. The Committee agreed that the stormwater labeling program was a good opportunity for community involvement. Director Coles emphasized that the public could volunteer through the website.

4) Review District's written routine inspection program and procedures.

Director Coles reviewed with the Committee a draft of the Inspection Log. She explained that the Inspection Log would include all inspections required to be conducted by the District in compliance with the MS4 Permit and the SWMP. Director Coles reported that the District's stormwater facilities listed in the Inspection Log are divided into sections, with each section showing what facilities require inspection. She stated that she had updated the Inspection Log to include simple "check off" forms to allow a Stormwater Committee member inspecting the facilities to go down the list of items required to be inspected in each section. The Inspection Log also includes photos of each facility located in each section for ease of identification, she said. She reviewed the different categories to be included in the Inspection Log for each facility, including any required follow up actions. She stated that the Inspection Log would cover the following:

- procedures describing the basis for conducting inspections in response to implementation of plan to detect and address non-stormwater discharges and illegal dumping to the MS4
- requirement that a record be made of each possible illicit discharge in which follow-up actions are required. The record must consist of a geographical point of reference, date, description of follow, and summary of follow-up actions
- any negative findings of dry weather inspections
- status of Outfall screenings
- the District's response to illicit discharge complaints (must include follow-up inspections and public reporting methods)
- procedures to detect and address non-stormwater discharges and illegal dumping
- procedures for inspecting and maintaining structural controls
- inspections of pollution prevention measures and maintenance of inspection log
- inventory of all District stormwater facilities; update if necessary
- Identify existing and implement methods to reduce stormwater pollution

5) Review past complaints, including any required follow-up inspections.

The Committee noted that no complaints had been received, to date.

6) Report on any illicit discharges, to date, including follow-up actions.

EXHIBIT B

The Committee noted that no illicit discharges into the District's Stormwater System had been reported, to date.

- 7) Review the current procedures by which the District receives and considers information from the public; make any changes necessary.

The Committee noted that currently information from the public can be provided to the Committee via the website, in person to a Board member, or at a Board meeting.

The Committee then discussed an issue reported by a District resident along Rachel Ridge. Mr. Rivera agreed to research the issues reported to determine the best way to resolve. He stated he would provide information on a "long term fix" for review at the Board meeting. He noted that any changes to the original stormwater plans of the District would need to be submitted to the City for approval.

- 8) Review the District's Storm Sewer System Map

The Committee reviewed recent updates to the District's map and confirmed that no additional changes were required at this time.

- 9) Review Mechanisms to address post-construction runoff. Mr. Rivera stated that the District's current mechanisms were sufficient, and that any issues would be addressed on a "case by case" basis. Director Coles noted that the information would be included in the Inspection Log.

- 10) Review SWMP Rules and Regulations to determine if any changes required.

The Committee agreed that no changes to the SWMP Rules and Regulations were needed at this time.

- 11) Training Requirements

The Committee reviewed the past Stormwater Training, and Director Whittington agreed to present the training for Year 3. He suggested that a special Board of Directors meeting be held after the October Committee meeting to present the training, and the Committee agreed. Director Coles stated that she would work with Director Whittington in updating the format of the training. She also agreed to send out copies of the training program to the District's contractors in both English and Spanish.

- 12) Status of Stormwater Program

The Committee reviewed the District's current non-structural BMPs and inspection program. All agreed that no additional changes were needed at this time.

IV. Discuss action items for and/or schedule next stormwater committee meeting;

The Committee agree that the next Stormwater Committee meeting would be scheduled in October, with subsequent Committee meetings to be scheduled each March and October. Additional Action Items discussed were updated signage on the District's stormwater facilities. Director Coles agreed to obtain proposals on updated signage for presentation to the Board. The Committee also discussed various minor repairs needed throughout the District's stormwater system, including the removal of a tree in Section 5, and locking the security grate

EXHIBIT B

in Section 3. Director Coles agreed to research the cost of a lock for the grate for presentation to the Board.

The issue of damaged fences in Sections 12, 5, and 3 was then discussed at length. The Committee agreed that non-repair of the fences may be a violation of the District's deed restrictions. Director Whittington agreed to forward the information to the District's Deed Restriction Management Company for clarification.

Action Item List:

Legal

- 1) File Year 2 Annual Report; transmit to Director Coles for inclusion on website;
- 2) Draft Committee meeting minutes;
- 3) Schedule Committee meeting in October;
- 4) Review and revise the District's Board of Directors agenda to include all discussed items.

Director Coles

- 1) Contact District Landscaper regarding inspection reports and training requirements;
- 2) Update Inspection Log;
- 3) Provide Quarterly Website Reports;
- 4) Update Contractor Form;
- 5) Research construction brochure;
- 6) Research proposals on stormwater signage;
- 7) Research type of lock, including pricing, for stormwater grate in Section 3; and
- 8) Work with Director Whittington on updated training program.

Director Whittington

- 1) Contact the City regarding including stormwater information on utility billing; in the alternative contact the District's Management Company to obtain dates on distribution of information via regular mail
- 2) Continue stormwater labeling inspections; provide required reports;
- 3) Obtain quotes on paint for graffiti;
- 4) Work on removal of stormwater debris throughout the District resulting from recent snow and ice storm, to include the possible removal of a tree in Section 5;
- 5) Forward information on fence damage in Sections 12, 5, and 3 to the District's Management Company for review;
- 6) Work with Director Coles on Stormwater Training Program.

District Engineer

- 1) Contact the City regarding coordination of stormwater compliance; and
- 2) Review erosion issue reported by District resident and provide long term fix for review by the Board at the District's April Board meeting.

**STORMWATER COMMITTEE MEETING MINUTES
RANCH AT CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1**

NOVEMBER 3, 2021

THE STATE OF TEXAS
WILLIAMSON AND TRAVIS COUNTIES

The Stormwater Committee (the "**Committee**") of Ranch at Cypress Creek Municipal Utility District No. 1 (the "**District**") met via video conference call on November 3, 2021 at 5:30 p.m. In attendance were the following members of the Committee: Patrice Coles and Matthew Whittington, Directors on the Board of Directors of the District; and Lecelle Clarke and Suzanne McCalla of McGinnis Lochridge ("**McGinnis**"), the District's Attorney.

The Committee reviewed the following items and/or requirements for compliance with the District's Stormwater Management Program ("**SWMP**");

- I. Director Coles convened the Stormwater Committee meeting.
- II. Discuss Year 3 implementation goals pending, including:
 - 1) Review status of stormwater website page(s) to educate the public on stormwater issues
 - a) Confirm that hazardous waste collection events publicized on website.

This was confirmed by the Committee.

- b) Confirm updated educational information on website.

This was confirmed by the Committee.

- c) Confirm that information on website is reviewed quarterly for possible updates (discuss preparation of reports, if necessary).

Director Coles stated that she would continue to review and update the website quarterly and provide the reports. She also reported that stormwater facility inspections were detailed on the District's website as well as included in the District's Inspection Log.

- d) Consider additional activities and opportunities for public participation in the District's SWMP for inclusion on the website.

The Committee discussed ways to engage the public in stormwater activities. Director Whittington stated that he would be obtaining public participation from area youth in the storm water inspection and labelling for the District.

EXHIBIT B

- e) Status of partnerships with other entities (i.e. the City of Cedar Park (the "City") and/or Bark Rangers).

Director Whittington confirmed that he had spoken with the City, which declined to participate in stormwater educational activities with the District. Director Coles noted that information on the Bark Rangers was included on the District's website. The Committee discussed working with other water districts on the sharing of stormwater information, including possible links on the District's website to other entities stormwater website pages. Director Coles added that she was considering geocaching within the District, with the intent to provide residents historical District information as well as stormwater information in the geocaches.

- f) Discuss the implementation of Year 3 mail out process (either through delivery of relevant brochures to the City of Cedar Park for mail out with utility bills, or through direct mail out by District to all residents).

Director Coles reviewed an updated Fact Sheet with the Committee. She explained that additional information about water districts was added to help educate residents. The Committee reviewed the Fact Sheet and suggested several revisions. The Committee agreed to submit the Fact Sheet to the full Board for approval and to authorize a direct mail out of the Fact Sheet to District residents.

2) Development/review of storm water educational brochure(s);

- a) Status of stormwater brochure specifically addressing stormwater impacts from construction sites. (The brochure will outline methods by which contractors and developers can reduce stormwater impacts. The brochure will also inform operators of their duty to control waste and implement erosion and sediment controls)

Director Coles stated that she would research brochures to find one that complied with the requirement.

- b) Ensure that each Board member and consultants is provided copies of updated brochures.

The Committee noted that Board members and consultants are provided access to all District brochures.

3) Status of the District's Storm Drain Labeling Program

- a) Status of annual written report on number of storm drains labeled, as well as the repair or replacement of any existing storm drain labels.

Director Whittington stated that the inspection and report on the stormwater labeling throughout the District was in progress. Director Coles added that the reports would be included in the District's Inspection Log.

- b) Status of identifying groups willing to participate in storm drain labeling program.

EXHIBIT B

Director Whittington stated that he had found several volunteers willing to participate in the labeling program; he noted that this information would be included in his report.

4) Stormwater Facilities and Maintenance

- a) Review Inspection Log detailing routine inspections, pollution prevention measures, and the detection of any non-stormwater discharges and illegal dumping to the MS4, including any follow-up actions

Director Coles reviewed the District's Inspection Log with Committee. The status of inspections was discussed in detail. Director Coles confirmed that she would update the Inspection Log as discussed. She also reported that the District's Landscapers were now providing monthly stormwater facilities reports to the District.

Director Coles then updated the Committee on the status of various outstanding issues within the District. She stated that a lock was installed on the stormwater grate in Section 13, and that facility signage was purchased and just required installation. Director Whittington reported that the removal of all debris from the District's stormwater facilities was complete and that he continued to address the removal of graffiti on the stormwater facilities on an as-needed basis.

Director Coles then reported that proposals were solicited and would be presented to the Board at the District's November Board meeting to resolve the erosion issue along Sun Chase Boulevard.

5) Review past complaints, including any required follow-up inspections.

The Committee noted that no complaints had been received, to date.

6) Report on any illicit discharges, to date, including follow-up actions.

The Committee noted that no illicit discharges into the District's Stormwater System had been reported, to date.

7) Review the District's Storm Sewer System Map

The Committee reviewed recent updates to the District's map and confirmed that no additional changes were required at this time.

8) Review the current procedures by which the District receives and considers information from the public; make any changes necessary

The Committee noted that members of the public could volunteer via the District's website by multiple links or could contact Board members directly.

9) Training Requirements

EXHIBIT B

Director Coles stated that she was working on this year's training presentation and would present at the November Board meeting.

III. Discuss action items for and/or schedule next stormwater committee meeting;

The Committee agree that the next Stormwater Committee meeting would be scheduled virtually on March 2, 2022 at 5:30 p.m.

Action Item List:

Legal

- 1) Draft Year 3 Annual Report; transmit to Committee for review;
- 2) Draft Committee meeting minutes; transmit to Committee for review
- 3) Review and revise the District's Board of Directors agenda to include all discussed items.

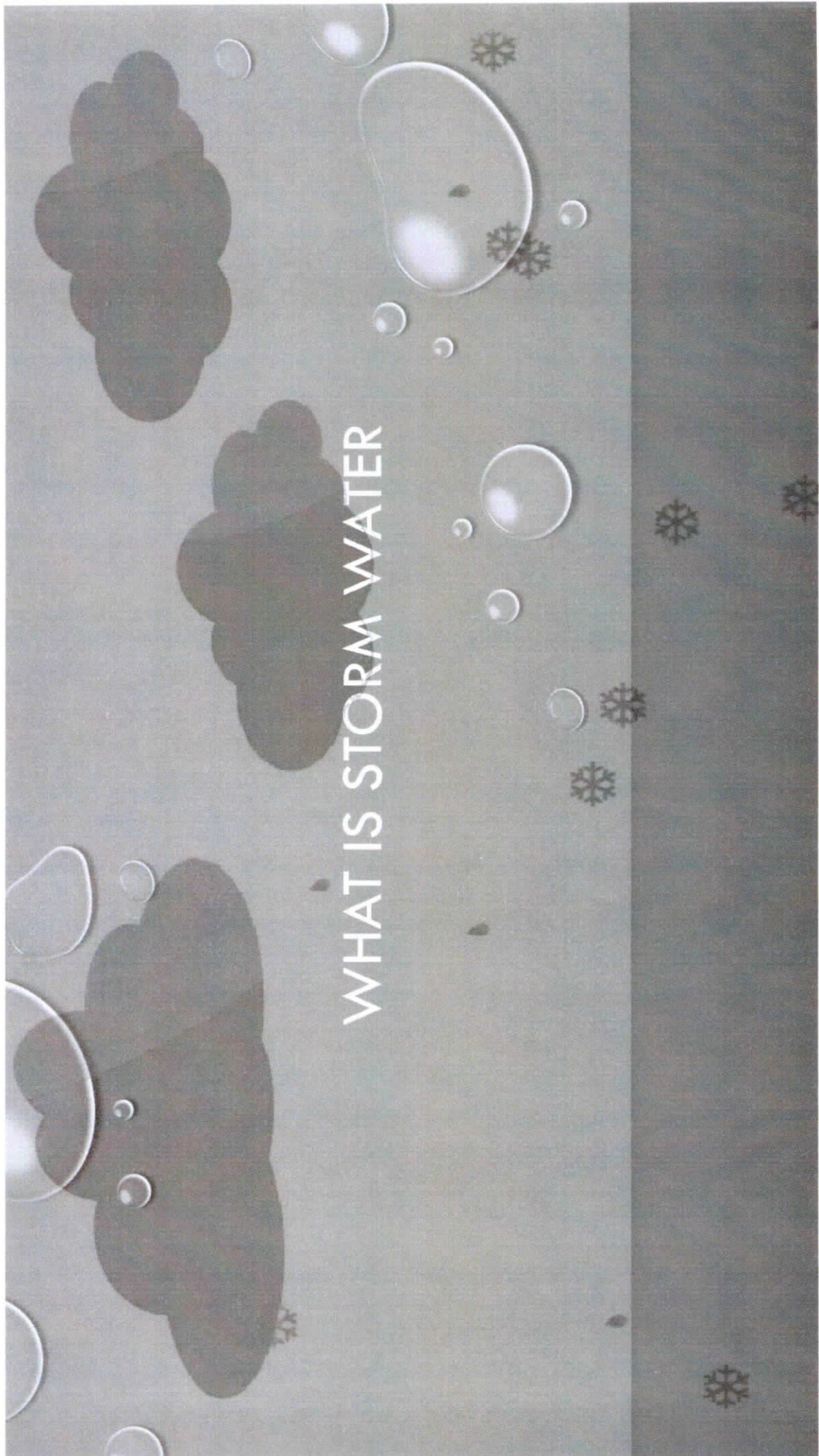
Director Coles

- 1) Update Inspection Log;
- 2) Provide Quarterly Website Reports;
- 3) Research construction brochure;
- 4) Send out Fact Sheet to residents of the District by direct-mail out
- 5) Prepare and present Stormwater Training Program to Board and Public

Director Whittington

- 1) Continue stormwater labeling inspections; provide required reports;
- 2) Work with Director Coles on Stormwater Training Program, as needed.

WHAT IS STORM WATER





- STORM WATER COMES FROM RAIN

- WHICH RUNS OFF VARIOUS SURFACES

- ROOF RUNOFF
 - STREET RUNOFF
 - YARD RUNOFF
- 

WHERE DOES STORM WATER GO?

- IT IS CARRIED THROUGH MUNICIPAL SEPARATE STORM SEWER SYSTEMS
- DISCHARGES INTO OUR RETENTION PONDS

WHAT IS A RETENTION POND

- PONDS DESIGNED TO STORE SURFACE RUNOFF
- CONSIST OF A PERMANENT AREA WITH BANKS & SURROUNDINGS
- USED TO PREVENT FLOODING & MANAGE RUNOFF
- TO PREVENT DOWNSTREAM EROSION
- TO IMPROVE WATER QUALITY

STORM WATER POLLUTANTS

- SEDIMENT
 - NUTRIENTS
 - BACTERIA
 - OXYGEN DEMAND
 - OIL & GREASE
- TRACE METALS
 - TOXIC CHEMICALS
 - CHLORIDES
 - THERMAL IMPACTS

HOW TO PREVENT STORMWATER POLLUTION

- REMEMBER THAT ONLY RAIN BELONGS IN THE DRAIN
 - DON'T DUMP ANYTHING DOWN THE DRAIN. BE SURE TO CLEAR AWAY LEAVES & DEBRIS.
- IMPLEMENTING STREET CLEANING PROGRAMS IF POSSIBLE
- KEEP YOUR CAR WELL MAINTAINED
 - FIX ANY FLUID LEAKS PROMPTLY AND CLEAN UP SPILLS
- REGULATING THE USE OF PESTICIDES AND HERBICIDES
- DIRECTING YOUR DOWNSPOUTS TO VEGETATED AREAS, AND NOT TO THE STORM DRAIN ON YOUR STREET.

The background of the slide is a light blue-grey gradient with several realistic water droplets of various sizes scattered across it, particularly concentrated along the top and right edges.

NOW THAT WE KNOW ABOUT STORM WATER & ITS IMPACTS ON OUR COMMUNITY

- WHAT DO WE DO ABOUT KEEPING IT SAFE?

DISTRICT STORM DRAIN LABELING PROGRAM

- WE DO HAVE A STORM DRAIN LABELING PROGRAM WHICH REQUIRES THAT WE DO PERIODIC CHECKS OF THE STORM DRAINS, MAKING SURE THEY HAVE THEIR LABELS.

STORM WATER PERMIT PROGRAM

- WE HAVE REGULATIONS THAT OUR MUD RESIDENTS ARE REQUIRED TO FOLLOW
- IT REQUIRES THAT WE IMPLEMENT A STORM WATER MANAGEMENT PROGRAM
- REQUIRES THAT WE TRACK PROGRESS TOWARD GOALS
- AND REQUIRES US TO REPORT ON OUR PROGRESS

OUR STORM WATER MANAGEMENT PROGRAM

- TO HAVE PUBLIC EDUCATION
- EDUCATE PUBLIC ON PROBLEMS RELATED TO DUMPING IN STORM SEWERS
- ILLICIT DISCHARGE PREVENTION
- GOOD HOUSEKEEPING & POLLUTION PREVENTION

BENEFITS OF OUR STORM WATER PROGRAM

- ENHANCED OPPORTUNITIES FOR RECREATION
- REDUCED FLOOD DAMAGE
- BETTER DRINKING WATER
- ILLNESSES REDUCED
- ENHANCED AESTHETIC VALUE

ILLEGAL DUMPING-INFORMATION & REPORTING

- IT IS ILLEGAL TO DUMP ITEMS ANYWHERE OTHER THAN A LANDFILL OR OTHER APPROVED FACILITIES. ILLEGAL DUMPING CAN RESULT IN FINES AND CRIMINAL PENALTIES, INCLUDING JAIL TIME. FOR MORE INFORMATION REGARDING ILLEGAL DUMPING IN YOUR COUNTY, OR INFORMATION REGARDING HOW TO REPORT ILLEGAL DUMPING, PLEASE FOLLOW THE LINKS BELOW. YOU CAN NOTIFY THE STORMWATER COMMITTEE BY CLICKING ON THE LINK ON OUR WEBSITE AT [HTTPS://WWW.RANCHATCC.ORG/STORMWATER/](https://www.ranchatcc.org/stormwater/).
- CURRENTLY, THE DISTRICT EMPLOYS THE WILLIAMSON COUNTY OFF-DUTY SHERIFF'S DEPARTMENT FOR DETERRENCE OF ILLICIT DISCHARGES. CONCURRENTLY, BOARD MEMBERS AND/OR THE DISTRICT'S LANDSCAPER MONITOR THE STORMWATER FACILITIES ON A REGULAR BASIS. THE DISTRICT'S CONTRACTORS INVESTIGATE DRAINAGE AND OTHER DRAINAGE INFRASTRUCTURE PROBLEMS WHEN REQUESTED BY CITIZENS. THE DISTRICT'S MAINTENANCE CONTRACTOR ALSO REPORTS DRAINAGE INFRASTRUCTURE PROBLEMS AS THEY ARE DISCOVERED.

EDUCATION & TRAINING OF ILLICIT DISCHARGE

- The District has developed a training program which describes the implementation of illicit discharge practices and procedures, regarding the observation of an illicit discharge or illicit connection to the MS4. This educational training program is being offered to all Board members and consultants, including the District's landscaper, on an annual basis.
- What is an illicit discharge? Any discharge to the stormwater system that is not composed entirely of stormwater.
- A record will be made of each possible illicit discharge in which follow-up actions were required. The record will consist of a geographical point of reference, date, description of flow, and summary of follow up actions. The District will develop detailed records of negative findings of dry weather inspections.
- When an illicit discharge has been determined, the MS4 shall notify immediately the responsible party of the problem and shall require the responsible party to perform all necessary corrective actions.
- The District is currently working on developing on-site procedures for responding to illicit discharges and spills with District Engineer. For more information please go to the District's Stormwater webpage <https://www.ranchatcc.org/stormwater/>.
- To report an illicit discharge you observe, click the Illicit Discharge button on the Stormwater web page.

VOLUNTEER PROGRAM

- The District has volunteer openings on the Stormwater Committee. Duties for the Stormwater Committee include assisting with drainage outlet cleanup, graffiti cleanup, waterway cleanup, checking and clearing the storm drains for debris and clogs, and cleanup of waste and pet waste in the park and public areas.
- To become a volunteer go to our website: <https://www.ranchatcc.org/stormwater/> and click on the Volunteer button. The button will automatically address the email to the stormwater committee members, Troy and myself.

QUIZ

• HOW CAN YOU REPORT AN ILLICIT DISCHARGE?

1. [HTTP://WWW.RANCHATCC.ORG/STORMWATER/](http://www.ranchatcc.org/stormwater/)
2. CONTACT YOUR MUD BOARD STORMWATER COMMITTEE MEMBERS
3. CLICK THE ILLICIT DISCHARGE BUTTON ON THE WEB SITE

QUIZ

- HOW CAN YOU RECOGNIZE A POTENTIAL ILLICIT DISCHARGE?
1. COLORED WATER
 2. OILY SHEEN
 3. FLOATING, SUSPENDED, OR SETTLED SOLIDS
 4. FOAM

VISUAL QUIZ

WHICH OF THE FOLLOWING COULD CAUSE AN ILLICIT DISCHARGE?



#1

DUMPING AT A
STORM DRAIN INLET



#2

OUTDOOR WASHING
AND RINSING

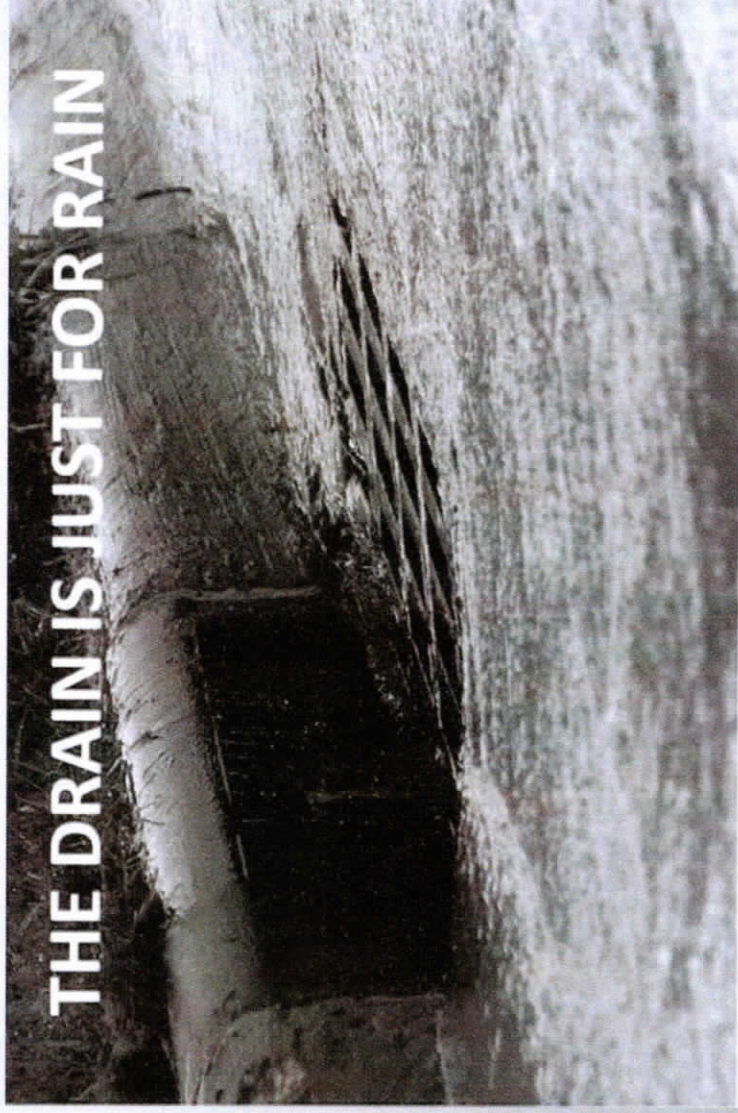


#3

NON-TARGET LANDSCAPE
IRRIGATION RUNOFF

REMEMBER: STORM DRAINS DO NOT LEAD TO WASTEWATER
TREATMENT FACILITIES. THEY GO INTO YOUR WATER SUPPLY.

THE DRAIN IS JUST FOR RAIN



Credit: en.wikipedia.org

FOR MORE INFORMATION

- GO TO THE MUD WEBSITE: [HTTP://WWW.RANCHATCC.ORG/](http://www.ranchatcc.org/)
- CLICK ON STORMWATER MENU;
[HTTP://WWW.RANCHATCC.ORG/STORMWATER/](http://www.ranchatcc.org/stormwater/)
- **MUD BOARD COMMITTEE MEMBERS:**
PATRICE COLES
MATTHEW WHITTINGTON
- EDUCATIONAL VIDEO:
[HTTPS://WWW.YOUTUBE.COM/WATCH?V=JJPFLHJBDC0](https://www.youtube.com/watch?v=JJPFLHJBDC0)



THE RANCH
at
CYPRESS CREEK
Municipal Utility District #1

STORMWATER QUALITY INFORMATION AND FACT SHEET

The Ranch at Cypress Creek Municipal Utility District No. 1 (the "District") owns and maintains the stormwater facilities within the boundaries of the District. Stormwater facilities collect rainwater from roofs, driveways and other impervious surfaces in areas such as subdivisions, large commercial properties or roadways. The stormwater drains into stormwater facilities where it is infiltrated into an aquifer or allowed to slowly flow out into local streams, lakes, or wetlands. This collection of stormwater facilities within the District is referred to as a municipal separate storm sewer system or MS4 and is regulated under the National Pollutant Discharge Elimination System (NPDES), which requires states to establish and maintain a MS4 program. Texas has established a General Permit for Waste Discharge and provided a means for the Texas Commission on Environmental Quality ("TCEQ") to delegate MS4 authorizations to cities, counties, universities, MUDs, etc. It is a violation of the Clean Water Act for entities designated as MS4s to discharge to the waters of the US without a permit. The TCEQ authorizes and manages the District's regulatory framework for the discharge permit program including required inspections, yearly reporting and records management.

Stormwater Pollution:

Stormwater can pick up debris, chemicals, dirt, and other pollutants and flow into a storm sewer system or directly to a lake, stream, or river. Polluted stormwater runoff can have many adverse effects on plants, fish, animals, and people. Sediment can cloud the water and make it difficult or impossible for aquatic plants to grow. Sediment can also destroy aquatic habitats. Excess nutrients can cause algae blooms. When algae die, they sink to the bottom and decompose in a process that removes oxygen from the water. Fish and other aquatic organisms can't exist in water with low dissolved oxygen levels. Debris (plastic bags, six-pack rings, bottles, etc.) washed into waterbodies can choke, suffocate, aquatic life like ducks, fish, turtles, and birds. Household hazardous wastes like insecticides, pesticides, paint, solvents, used motor oil, and other auto fluids can poison aquatic life. Polluted stormwater often affects drinking water sources. This, in turn, can affect human health.

Common Culprits:

- Roads are a source of pollution. Oils, grease, construction dirt, trash & cigarette butts wash off roads when it rains.
- Excess fertilizers wash off lawns and gardens when it rains & flows into surface water.
- Things put into storm drains and on the street can end up in our rivers, canals and coastal waters.

What can we do:

What are some simple steps residents can take to help control stormwater pollution? Keeping pollutants out of stormwater run-off is less expensive than installing stormwater treatment facilities. There are several

ways you can prevent pollution from entering stormwater:

- Leave grass clippings on your lawn (mulch).
- Sweep driveways, sidewalks and gutters to keep debris out of storm sewers.
- Use fertilizers and pesticides in recommended amounts. Consider using organic alternatives.
- Direct downspouts to lawns or gardens.
- Wash vehicles on your lawn or at a car wash.
- Clean up pet waste so it does not contaminate your ground water.
- Dispose of hazardous materials properly.
- Practice dry clean-up methods – For instance, instead of hosing down your driveway or sidewalk, use a broom to sweep up waste.
- Recycle used engine oil.

For more information about stormwater and what you can do to help, please go to the District's stormwater webpage at: <https://www.ranchatcc.org/stormwater/> or contact the District's Stormwater Committee (direct link to contact Stormwater Committee is available on the website.)

What is a MUD?

A Municipal Utility District (MUD) is a subdivision of the State of Texas government that is operated by a publicly elected Board of Directors, and is created to provide infrastructure. A MUD gives the developer of a new community an alternate way to finance infrastructure such as water, sewer, drainage, and road facilities. In addition to water and wastewater service, MUDs are legally empowered to engage in conservation, irrigation, firefighting, solid waste collection and disposal, covenants enforcement, and recreational activities (such as parks, swimming pools, and sports courts) as approved by the Board of Directors and funded by the District.

Taxes, etc.

Managed by a Board elected by registered voters within the district, a MUD may issue bonds to reimburse a developer for authorized improvements and utilize property tax revenues and user fees received from water and sewer services operated by the MUD to repay the debt. MUD tax rates generally decline over time as the MUD is built out and operating and debt service costs are shared by more homeowners. As the MUD pays off its debt, more of its tax revenue can be directed to other services. Originally, MUDs were very limited in what they were allowed to finance and what services they could provide. Over time, MUDs began taking on more responsibilities and providing enhanced services for their residents such as parks and recreation, deed restriction enforcement, and solid waste collection service. MUDs rely on the County to provide police and road maintenance services and Emergency Service Districts (ESDs) for providing fire protection.

The MUD tax is included in the annual property tax bill received by homeowners, and it pays for the cost of operating and maintaining the District's facilities, including providing clean water and disposing of wastewater. Your monthly utility usage fee is billed separately (by the City of Cedar Park), just like any

other utility bill. If you look up your property on the Williamson County Appraisal District web site, you'll see the MUD listed as a taxing entity.

Stormwater impact

The District maintains a small municipal separate storm sewer system (MS4) and is required to be permitted pursuant to Section 402 of the Clean Water Act and Chapter 26 of the Texas Water Code. The TCEQ oversees and permits MS4 entities under its General Permit to discharge under the Texas Pollutant Discharge Elimination System (TPDES). One requirement under the District's MS4 Permit is to create and adhere to a Stormwater Management Program ("SWMP"), which is a comprehensive program to manage the quality of discharges from the District's MS4. The TCEQ requires the submittal of annual reports documenting the District's compliance with its SWMP. These annual reports can be found on the District's website.

Our District

Ranch at Cypress Creek Municipal Utility District No. 1 encompasses approximately 338 acres of land and is located in southwestern Williamson County and northwestern Travis County. The District lies approximately one mile southwest of the City of Cedar Park, Texas (the "City" or "Cedar Park") and approximately three and one-half miles northwest of the intersection of U.S. highway 183 and Ranch Road 620. The District lies entirely within the extraterritorial jurisdiction of Cedar Park. Therefore, all development in the District must comply with the City's rules and regulations. The District manages discharges of storm water into Brushy Creek, Buttercup Creek, and Cypress Creek.

Board of Directors

The District's Board of Directors are responsible for defining the District's objectives, setting policy, and providing management oversight of decisions concerning the daily operations. Directors administer and control the financial, management, employment, and purchasing needs of the district. They also establish policies for these processes.

Directors serve four-year staggered terms and are elected by district voters on uniform election dates established by the State. Directors meet to discuss district needs at board meetings which are open to the public.

Covenants

Restrictive covenants are contractual obligations that are normally put in place by the original developer, and they are assumed by and provided to property owners at the time they purchase their home. Restrictive covenants enforce a standard of uniformity across a development. They give buyers peace of mind when they purchase a home that residents will not let their homes fall into decay and lower property values, making your home easier to sell later on as well as to make our neighborhood a nicer looking and more pleasant place to live.

Covenants impact every residence in our District by providing guidance on how property can be used. The MUD or your HOA (depending on which section of the District you live in) have a committee to help homeowners understand these covenants and meet the obligations associated with your property, but it is important for residents to validate any modifications you plan to make to your property before you start them so you can be sure your changes meet the requirements of the covenants.

The MUD was formerly created as a WCID (Water Control Improvement District), which did not have the power to enforce covenants. However, in December of 1999, the WCID was converted to a MUD by order of the Texas Natural Resource Conservation Commission (now TCEQ). MUDs were granted the authority to enforce restrictive covenants by the State Legislature in 1991, and now regular inspections are conducted by the MUD's covenant administrator.

Check out the covenants for your section of the District by looking at the maps on our web site here (<https://www.ranchatcc.org/restrictive-covenants/>) to see which section you live in, then read the covenants documents that apply to that section.

How can I find out what my District is doing?

As a customer or resident, you can help the District provide efficient and effective services in these ways:

- Become acquainted with your Board members. They are usually your neighbors.
- Educate yourself about the District's powers, duties, and abilities.
- Inform yourself about the issues.
- Attend Board meetings (generally held on the third Thursday of each month, agendas can be found on the District's website.
- Share your concerns and opinions with the Board. Suggest a course of action.
- Be active in the District's election process. Promote and vote for directors who are willing to address your concerns. The District's next election will be held on May 4, 2022. Information about the District's Election can be found on the website.
- Participating is the best way to ensure your district succeeds.

The District's web site (<https://www.ranchatcc.org/>) is the best source of information on current issues. Check it frequently for updates:

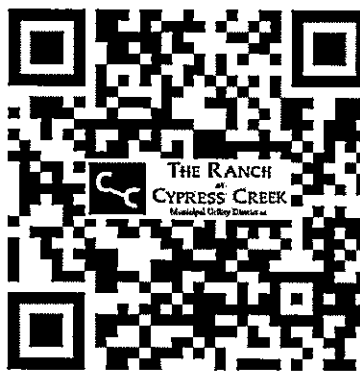


Exhibit I

LANDSCAPE MAINTENANCE AGREEMENT

This Landscape Maintenance Agreement (this "Contract") is entered into effective as of January 1, 2013, between BrightView Landscape Services, Inc, a Texas corporation ("Contractor") located at 12909 Dessau Rd. Austin, TX 78754, and Ranch at Cypress Creek Municipal Utility District No.1, a political subdivision of the State of Texas operating under Chapters 49 and 54 of the Texas Water Code (the "District"). In consideration of the mutual covenants set forth in this Contract and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

ARTICLE

I

SERVICES

A. Landscape Maintenance Services. The Contractor agrees to perform landscape maintenance services as described in this Agreement to:

1. Landscaped Entryways and Greenbelts. The Landscaped Entryways and Greenbelts subject to this Agreement are as shown in green on the attached Exhibit "A" Landscape Maintenance Map; and

2. Public Utility/Drainage Easements and Section One Park. The public utility and drainage easements and Section One Park subject to this Agreement are as shown in red on the attached Exhibit "A" Landscape Maintenance Map.

3. Appearance. The Entryways, Greenbelts, Trees, Shrubs, Plants, and Turf areas must have a neat, orderly, clean, healthy, and manicured appearance at all times in relation to the scheduled visits. Services are to be performed year-round, with appropriate tasks scheduled and performed during each site visit and each season.

B. Routine Services. The Contractor agrees to perform all of the services described in Section I of Exhibit "B" and as outlined in Exhibit "B-1" to the Entryways, Greenbelts, Shrubs, Trees, Plants and Turf areas per the scheduled visits. The Contractor will inspect these areas each visit and will mow and perform maintenance tasks as necessary to maintain a neat, orderly, clean, healthy, and manicured appearance.

C. Other Routine Services. The Contractor agrees to perform all of the services described in Section II of Exhibit "B" to the Easements and Section One Park per scheduled visits.

D. Coordination with Manager; Reports; Meeting Attendance. The Contractor will schedule periodic on-site inspections with the District's general manager in order to review the overall appearance of the areas covered by this Contract, and to plan for any additional work or changes to the maintenance schedule. The Contractor must send a representative to a regular meeting of the Board at least once every quarter, and to other Board meetings and subcommittee

meetings upon request. The Contractor must submit written maintenance reports, in the form attached as Exhibit "C" on a monthly basis. Reports must be submitted, in care of the District's attorney, at least seven days prior to the date of each regularly scheduled Board meeting. The contractor will send a routine email update of highlights to the Board members, District Attorney, and District Manager.

E. Annual Budget Forecast. On or before August 1st of each year, the Contractor must provide the District's Landscape Committee with a written budget for landscape maintenance for the following year. This budget will include recommendations for improvements or changes to the existing maintenance schedule.

F. Supervision. The Contractor must provide adequate supervision to assure that all work is done in accordance with this Contract and generally accepted good horticultural practice. The areas covered by this Contract must be inspected by supervisory personnel routinely.

G. Additional Services. All work outside the express terms of this Contract must have the prior written approval of the Board. Any proposals for additional work must be submitted to the District, in care of the District's attorney, at least seven days prior to the date of each regularly scheduled Board of Directors meeting. Charges for additional work must be approved by the Board prior to commencement of the work.

ARTICLE II COMPENSATION

A. Fees for Services.

1. Contractor's services for maintenance of the Entryways (Entry) based on 42 visits per year for maintenance of the Easements, and Park based (Easements) on 14 visits per year, will be provided for a total fee of \$41,678.40 per year which is \$3,473.20 per month. Additional visits will be \$2,722.46 for Entry and \$750.73 for easements, invoiced separately on an as-requested basis.

2. The parties agree that the fees, performance and necessary services shall be reviewed annually and they shall be adjusted for service changes, if any, as well as for inflation or deflation according to justifiable changes that are agreed to by both parties. The maximum amount the base fee can be adjusted in any one year is three percent (3%).

B. Invoicing. All invoices for services must be submitted to the District by the 2nd Thursday of each month. The District will pay each monthly invoice within 10 days of the date of the regular monthly Board meeting at which the invoice is approved.

ARTICLE III INSURANCE

The Contractor must carry adequate workmen's compensation, employee's liability and property damage insurance and furnish the District with certificates of insurance evidencing coverage prior to the effective date of this Contract. The Contractor must maintain this insurance in effect at all times during the term of this Contract, and the certificates of insurance must provide that the coverage may not be canceled without 30-days' prior written notice to the District. Insurance must be in at least the following amounts:

- | | | |
|----|----------------------------------|--------------------------|
| 1. | General liability per occurrence | \$ 300,000 |
| 2. | Property damage per occurrence | \$ 300,000 |
| 3. | Umbrella liability | \$1,000,000 |
| 4. | Workmen's compensation | As required by state law |

ARTICLE IV MISCELLANEOUS

A. Term. Subject to Section B, below, Contract will commence on July 1, 2018 and remain in effect until June 30, 2019. The Contractor may terminate this Contract by giving 90 days' prior written notice to the District. The District may terminate this Contract at any time by giving 90 days' notice of termination to the Contractor.

B. Annual Review. This Contract will be reviewed annually by the Contractor and the District. Any mutually acceptable changes to reflect changes in costs and/or services will be incorporated into this Contract by written amendment. If the parties are unable to agree on any changes, either party may terminate this Contract subject to the notice required above.

C. Assignment. This Contract may not be assigned by either party without the prior written consent of the other party.

D. Applicable Law. This Contract will be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Williamson and Travis Counties, Texas.

E. Binding Effect. This Contract will be binding upon and inure to the benefit of the parties and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Contract.

F. Partial Invalidity. If any of the provisions of this Contract are for any reason held to be invalid, illegal, or unenforceable, that invalidity, illegality, or unenforceability will not

affect any other provision and this Contract will be construed as if the invalid, illegal, or unenforceable provision had never been contained herein.

G. Sole Agreement. This Contract constitutes the sole agreement of the parties and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter.

H. Notice. Any notice, communication, request, reply or advice (severally and collectively referred to as "Notice") in this Contract provided or permitted to be given, made or accepted by any party to the other must be in writing. Notice may, unless otherwise provided herein, be given or served: (i) by depositing the Notice in the United States Mail, postage paid, certified, and addressed to the party to be notified with return receipt requested; or (ii) by delivering the Notice to the party, or an agent of the party. Notice deposited in the mail in the manner specified will be effective three days after such deposit. Notice given in any other manner will be effective only if and when received by the party to be notified. For the purposes of notice, the addresses of the parties will, until changed as provided below, be as follows:

The parties may change their respective addresses for purposes of notice by giving at least five days written notice of the new address to the other party. If any date or any period provided in this Contract ends on a Saturday, Sunday or legal holiday, the applicable period will be extended to the next business day.

I. Default. If either party defaults in the performance of its obligations hereunder for any reason, the other party will be entitled to pursue all remedies available at law or in equity. In the event of any lawsuit based on this Contract, the prevailing party will be entitled to recover reasonable attorneys' fees and related costs.

J. Exhibits. The following exhibits are attached to this Contract, and are incorporated into and made a part of this Contract for all purposes:

<u>Exhibit "A":</u>	Depiction of areas to be maintained
<u>Exhibit "B":</u>	Description of required landscape maintenance services
<u>Exhibit "B-1":</u>	Greener Grounds Maintenance Program
<u>Exhibit "C":</u>	Monthly report form

(signature pages follow)

IN WITNESS WHEREOF, the parties have executed this Contract to be effective as of the date first written above.

corporation

BrightView Landscape Services, Inc. , a
Texas



By: _____

Thomas Wood, ~~President~~ Vice President & GM

Address: Central Texas

**RANCH AT CYPRESS CREEK
MUNICIPAL UTILITY DISTRICT NO. 1**

Troy Fielding, President

By: Board of Directors

Address: Phil Haag
600 Congress Ave, Ste 2100
Austin, Texas 78701

ATTEST:

Hugh Rankin, Secretary
Board of Directors

EXHIBIT "A"
DEPICTION OF AREAS TO BE MAINTAINED

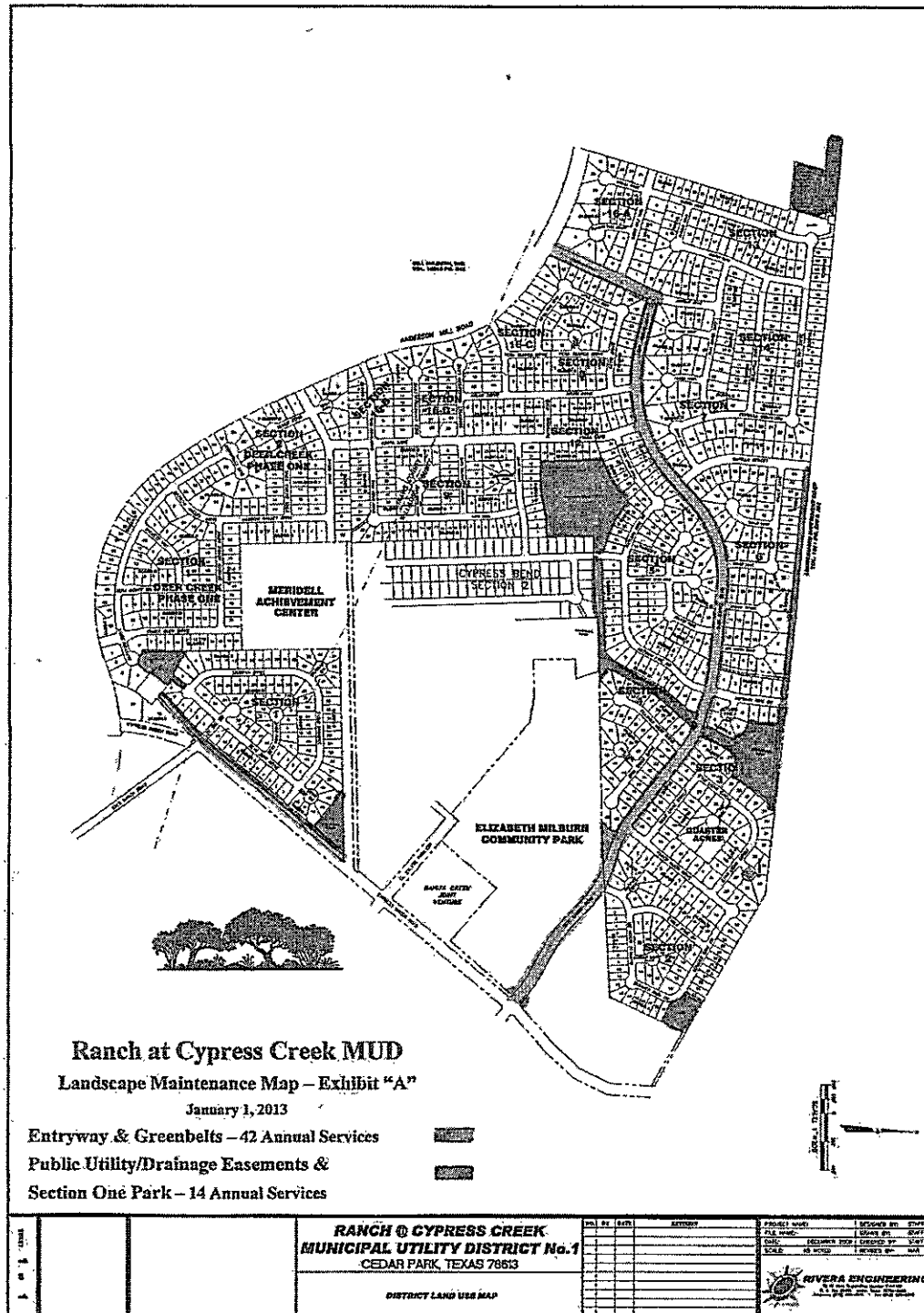


EXHIBIT "B"
DESCRIPTION OF REQUIRED LANDSCAPE MAINTENANCE SERVICES

SECTION I
ROUTINE SERVICES

A. GENERAL

1. Application of Chemicals.
 - a. Application of chemicals may be made only under supervision of a Texas Structural Pest Control Board or Texas Department of Agriculture certified pesticide applicator or by a Structural Pest Control Board technician holding a current license in lawn, garden and weed control. The contractor's insurance coverage must meet current Structural Pest Control Board requirements. Chemicals are only to be used only when necessary and the least toxic chemicals that will do the job should be used. Restricted use pesticides must not be used under any circumstance.
 - b. The District's first choice is the use of organic, natural, and organic based fertilizers and pest control where reasonably applicable. All pesticides and fertilizers must be applied strictly in accordance with the manufacturer's written directions.
2. Replacement of Dead or Missing Plant Materials. The contractor must notify the Board of Directors of any dead or missing plant materials. The notice is to be accompanied by a written estimate of the cost of replacement. All dead plant materials must be immediately removed by the contractor.
3. Equipment. All equipment must be maintained in excellent operating condition at all time. All OSHA safety devices must be in place and in operating condition. Gas cans must be OSHA-approved safety cans. Trucks, tractors, mowers, trimmers, blowers and other equipment must not leak oil or fuel.
4. Other. Work around pedestrian areas must be performed with minimal interruption to people and with extreme care. Mowers used for maintenance of Public Utility and/or Drainage Easement areas may not be used for maintenance of the Entryways.
5. Greener Grounds Maintenance. The District desires to maintain the landscape according to the principles outlined in Exhibit "B-1" – Greener Grounds Maintenance Program.

B. MATERIALS

1. Water. A reliable source of water will be furnished by the District.
2. Fertilizer. The contractor will provide organic, natural, or organic based fertilizer or its equivalent as approved by the Board of Directors for turf and beds.

Additional fertilizer needs will be determined by routine visual inspection of plant health.

3. Mulch. The contractor will provide "Gardenville shredded hardwood" mulch or its equivalent as approved by the Board of Directors.
4. Plant Materials. All plant materials provided by the Contractor must be #1 quality in size, health and appearance as defined by the American Nurserymen's Standards. Plant material must be dense and uniform in appearance and free from insects and disease.

C. PERFORMANCE

1. Turf Areas.
 - a. Mow and edge as necessary to maintain a manicured look.
 - b. Not more than 1/3 of the above-ground grass leaf blade is to be removed. All mower blades must be kept sharp, balanced and level.
 - c. Apply specified fertilizer 3 times per year: spring, summer and fall, applying at the labeled rate of application. Water turf thoroughly after application to move fertilizer into the soil.
 - d. Manually and mechanically control weeds as necessary to maintain a manicured appearance. In cases of extraordinary weed problems, spot-treat weeds with appropriate herbicide.
 - e. Control common turf pests and disease including ants, caterpillars, chinch bugs and brown patch.
 - f. Fire ants must be controlled in all turf, landscaped and paved areas with applications of "Logic" or its equivalent in the spring and fall, or board may approve different application materials upon request. Additional spot treatment of fire ants will be made during routine visits in areas of pedestrian use.
 - g. Release Ladybugs in perennial planting each spring to control aphids and similar insect pests.

2. Shrubs and Ground Cover Beds.

- a. Manually remove weeds as necessary to maintain a manicured appearance. In cases of extraordinary weed problems, spot treat weeds with an appropriate herbicide.
- b. Apply specified fertilizer 2 times per year; spring, summer and fall, applying at the labeled rate of application. Water beds after application to move fertilizer into the root zone.
- c. Prune shrubs as necessary to maintain a uniform appearance. Keep ground cover within borders. Prune all flowering plants after blooming.
- d. Inspect routinely for pests and treat with insecticide and fungicide as necessary.
- e. Maintain mulch in all planting beds and tree rings by applying 1,425 – 2 cubic bags of shredded hardwood mulch once per year.
- f. Apply lite dormant oil, sun oil, or seaweed extract spray once per year in January or February to all crepe myrtles, mountain laurels, yaupon holly and other shrubs as required.

3. Trees.

- a. Prune 10" caliper and smaller trees annually during dormant periods to remove dead, diseased and broken limbs and sucker growth; improve visibility, maintain pedestrian safety and reduce traffic hazards.
- b. Oak trees must not be pruned during the months of March, April, May or June. All tree pruning must follow current arboreal and horticultural practices. Trees must not be top pruned under any circumstance.
- c. Maintain trees relatively free of vines, weeds, moss and parasitic plant material.
- d. Provide tree rings containing a 2" layer of mulch around trees 10" in caliper and smaller. Manually keep tree rings free of weeds.
- e. Any insect or disease infestations, as well as other damage such as that caused by lightning or vehicles, will be reported to the Board of Directors immediately. Dead limbs and dead trees resulting from ordinary causes will be removed by the contractor as part of its basic services and the removal reported to the Board. In the event of widespread dead limbs or dead trees due to extraordinary causes such as fire, severe wind storms, tornado or flood, the contractor will be entitled to additional compensation for the necessary tree limb and tree removal; however, that compensation

will be subject to prior approval by the Board before any work is performed.

4. Irrigation and Watering. (Entryways)

- a. Water as needed to promote healthy deep-rooted plant growth, without causing excessive runoff.
- b. Adjust the controller for major seasonal changes and site conditions. Turf must receive 1" of water per week and other landscape areas 2/3" of water per week.
- c. Monitor and adjust controller, valves, and heads routinely to ensure a proper watering irrigation system; keep valve boxes covered and in a safe condition. Perform a 2-minute irrigation check and report on the condition of equipment, including controllers, monthly.
- d. Repair immediately, at no additional cost to the District, any damage caused to the irrigation system by the contractor. Report any damage, deficiencies or problems caused by others to the District's general manager immediately and to the Board of Directors at the next Board meeting.
- e. Meet all applicable guidelines with respect to water rationing. The contractor will not be held responsible for plant loss due to water restrictions.
- f. The irrigation system shall be winterized and turned-off during freezing weather.

6. Trash and Litter Removal.

- a. Remove all trash and litter from all turf and landscaped areas during each maintenance visit, and remove it from the District.
- b. Immediately clean-up all debris resulting from any landscape maintenance work and remove it from the District.

7. Walks, Parking Lots and Trails. Manually control weeds at parking lot perimeters, sidewalks, curb and gutter joints and pavement cracks. In extreme periods of weed growth, use selective herbicide.

SECTION II MONTHLY SERVICES

A. GENERAL

1. Equipment. All equipment must be maintained in excellent operating condition at all time. All OSHA safety devices must be in place and in operating condition. Gas cans must be OSHA-approved safety cans. Trucks, tractors, mowers, trimmers, blowers and other equipment must not leak oil or fuel.
2. Other. Work around pedestrian areas must be performed with minimal interruption to people and with extreme care.

B. PERFORMANCE

1. Turf Areas.
 - a. Mow all areas as necessary to maintain a manicured look.
 - b. Not more than 1/3 of the above-ground grass leaf blade is to be removed. All mower blades must be kept sharp, balanced and level.
 - c. Fire ants must be controlled in all turf, landscaped and paved areas with applications of "Logic" or its equivalent in the spring and fall. Additional spot treatment of fire ants will be made during routine visits in areas of pedestrian use.
2. Trash and Litter Removal.
 - a. Pick up all trash and litter from maintained areas during each maintenance visit, and remove it from the District.
 - b. Immediately clean-up all debris resulting from any landscape maintenance work and remove it from the District.
3. Walks, Parking Lots and Trails. Manually control weeds at parking lot perimeters, sidewalks, curb and gutter joints and pavement cracks.

EXHIBIT "B-1" **GREENER GROUNDS MAINTENANCE PROGRAM**



Greener Grounds Maintenance Program Outline

EXHIBIT "B1" April 16, 2018 Renewal

Property Address: Ranch@Cypress Creek MUD

Owner /Agent Name:

Basic Maintenance Services	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Visits per Month	2	2	4	4	5	4	5	4	4	4	2	2	42
TASKS													
Site inspection & priority setting by management	2	2	4	4	5	4	5	4	4	4	2	2	42
Irrigated Turf mowing	2	2	4	4	5	4	5	4	4	4	2	2	42
Edging (curbs & sidewalks)	2	2	4	4	5	4	5	4	4	4	2	2	42
Line-trimming (tree wells & beds)	2	2	4	4	5	4	5	4	4	4	2	2	42
Weed control (curbs, sidewalks and beds)	2	2	4	4	5	4	5	4	4	4	2	2	42
Bed maintenance (pruning and weeding)	2	2	4	4	5	4	5	4	4	4	2	2	42
Trim and prune ground cover (as needed)	2	2	4	4	5	4	5	4	4	4	2	2	42
Litter removal (litter, limbs & leaves)	2	2	4	4	5	4	5	4	4	4	2	2	42
IPM - Pest , disease & horticulture inspection	2	2	4	4	5	4	5	4	4	4	2	2	42
Spring Ladybug release - beneficial insects	2	2	4	4	5	4	5	4	4	4	2	2	42
Organic based fertilization - beds			1	1		1			1				3
Organic based fertilization - trees			1										1
Organic based fertilization - turf			1	1		1		1					3
Turn mulch in beds and tree rings								1					1
Clearance landscape tree pruning to 8'	1	1	1	1	1	1	1	1	1	1	1	1	12
Basic landscape tree pruning <10" caliper trees	1	1						1					2
Pruning - shrubs & hedges (growing & winter cutbacks)	1	1	1	1	1	1	1	1	1	1	1	1	12
Texas Two Step Fire Ant Program (Award 2x/yr + mounds)					1								2
Final Site clean-up (grass and debris pick-up)	2	2	4	4	5	4	5	4	4	4	2	2	42
Irrigation system checks			1	1	1	1	1	1	1	1	1	1	10
Shredded Hardwood Mulch Installed (1425 2cf bags)			1										1
Easements and Parks Turf Mowing and Trimming	1		1	2	2	2	1	1	2	1	1		14
Optional/ Billable Services													
Irrigation Repairs - \$65.00 per hour + parts													

EXHIBIT "C" **MONTHLY REPORT FORM**



EXHIBIT "C" **MONTHLY REPORT FORM**

MONTHLY REPORT		<i>Ranch at Cypress Creek M.U.D.</i>				
Report Period:		03/01/2018 - 03/31/2018				
Maintenance The park areas, entrances, medians, and/or easements received regular maintenance (including weed control, litter control, mowing, string-trimming, tree trimming, and shrub pruning) on the following dates:						
#	3/2	3/9	3/16	3/23	3/29	
Task/Observation/Area	Highlights of services performed during regular maintenance					
Crews completed the standard maintenance tasks such as mowing & string-trimming of the District's irrigated turf areas, as well as having detailed the District's color beds and tree rings too. Crews also performed fertilization of these same areas throughout the District and picked up an excessive amount of Oak leaves from throughout the District's boundaries. Finally, crews performed our annual <i>Ladybug</i> release in these same areas located throughout the District's property.						
Greenbelt & Drainage Maintenance		Greenbelt & Drainage maintenance occurred during the week(s) of:			N/A	
Task/Observation/Area	Additional services/observations pertaining to the greenbelts & channels					
None						
Irrigation System Maintenance		3/2	3/9	3/16	3/23	3/29
Task/Observation/Area	Additional services/observations pertaining to the irrigation system					
A Licensed Irrigator performed a comprehensive irrigation system analysis and he made any repairs totaling less than the pre-approved \$300 maximum while he was still on District property.						
Notes / Miscellaneous						
Task/Observation/Area	Additional items of note					

**RANCH AT CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1
OF WILLIAMSON AND TRAVIS COUNTIES, TEXAS
MINUTES OF MEETING OF THE BOARD OF DIRECTORS**

January 20, 2022

The Board of Directors (the "**Board**") of the Ranch at Cypress Creek Municipal Utility District No. 1 of Williamson and Travis Counties, Texas (the "**District**") met in **regular** session, open to the public at 6:30 p.m. on **January 20, 2022**, at The Park at Lakeline Oaks located at 1000 Old Mill Road, Cedar Park, Texas 78613, an official meeting place outside the boundaries of the District, pursuant to notice duly given in accordance with the law. The roll was called of the following members of the Board to wit:

The roll was called of the following members of the Board to wit:

Patrice Coles	President
Becky Tran	Vice President
Matthew Whittington	Secretary
James Lamm	Treasurer
Troy Fielding	Assistant Secretary

and all Directors were present, except Director Fielding, thus a quorum was present.

Also present or joining during the meeting were Ashlee Martin of McCall Gibson Swedlund Barfoot PLLC ("**McCall**"), the District's Auditor; Zachariah T. Evans, Lecelle Clarke, and Suzanne McCalla of McGinnis Lochridge ("**McGinnis**"), the District's Attorney. Several members of the public were also in attendance.

Director Coles called the meeting to order, and she noted there was no one present who had signed up to speak during Citizen Communications.

Ms. Martin then submitted the draft audit report for the District for the fiscal year ended September 30, 2021. She reviewed with the Board the Statement of Net Position and Revenues and Expenses, Expenditures, and Changes in Fund Balances as detailed in the audit report. Ms. Martin also reviewed the supporting data included in the audit report, including information required by the Texas Commission on Environmental Quality (the "**Commission**").

Ms. Martin then called the Board's attention to the form of the Management Letter from McCall, as well as McCall's Audit Summary Letter. She reported that McCall was issuing a clean, unmodified opinion, which was the highest opinion the District can receive.

After consideration, upon a motion duly made by Director Tran and seconded by Director Lamm, the Board voted unanimously to approve the audit report, as presented. Director Lamm then motioned to authorize the District's Attorney to file the audit report with the Commission, in the District's office, and with all other governmental agencies as required, and Director Tran seconded the motion. Upon being put to a vote, the motion passed with all

Directors voting in favor of the motion. A copy of the audit report, thus approved, is filed in the permanent records of the District.

Next, the Board considered the need to conduct the annual review of the District's Investment Policy and investment strategies pursuant to the requirements of Chapter 2256, Texas Government Code, the Texas Public Funds Investment Act. Mr. Evans summarized provisions within Chapter 2256, requiring the District to perform an annual review of its Investment Policy and investment strategies. He said that the District's Investment Policy and investment strategies complied with the requirements of the Texas Public Funds Investment Act. He noted that the Investment Policy listed the District's Bookkeeper as the District's investment officer. He added that no changes to the Investment Policy were being recommended at this time. The Board also reviewed the updated list of brokers authorized to handle investments of the District. After further review, the Board decided that no changes were required in the District's Investment Policy and Investment Strategies at this time. Therefore, upon a motion duly made by Director Tran and seconded by Director Whittington, the Board voted unanimously to adopt a RESOLUTION OF THE BOARD OF DIRECTORS OF RANCH AT CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1 AFFIRMING INVESTMENT POLICY FOR RANCH AT CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1; ADOPTING A LIST OF QUALIFIED BROKERS; PROVIDING FINDINGS OF FACT; AND PROVIDING FOR OPEN MEETING (the "Investment Resolution"). A copy of the Investment Resolution, thus approved, is included in the Board Packet, which packet is attached hereto as an exhibit to these minutes.

Next, Mr. Evans reminded the Board that Chapter 2206, Texas Government Code, requires the District, as an entity with eminent domain authority, to file an annual report with the Texas Comptroller of Public Accounts (the "Comptroller") describing any condemnation activity carried out by the entity during the previous year, as well as providing the statute that authorizes such condemnation activity. Mr. Evans continued that the District is required to submit this information by February 1 of each year. He continued that failure to comply with these requirements may result in a penalty of up to \$2,000.00 for each notification from the Comptroller and would result in the entity being listed on a list of non-complying entities. He pointed out that failure to comply would not, however, affect the District's authority to exercise its eminent domain authority. After a brief discussion, upon a motion duly made by Director Lamm and seconded by Director Tran, the Board voted unanimously to authorize the District's Attorney to file the District's eminent domain filing, as required.

The Board then discussed the May 7, 2022, Directors Election (the "Election"). Ms. McCalla explained that pursuant to Section 31.123 of the Texas Election Code, the District was authorized to appoint an authorized agent for all purposes of the Election. She explained that the District's Agent was: (1) responsible to maintain and make available for inspection all Election documents received during the Election; and (2) required to be available for election duties for at least three hours each day, during regular office hours, on regular business days, beginning on March 18, 2022, and ending no earlier than June 16, 2022. Ms. McCalla continued that McGinnis, as the District's agent for the Election, would maintain the mandatory office hours for the District.

Next, the Board considered AN ORDER BY THE BOARD OF DIRECTORS OF THE RANCH AT CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1 CALLING A

DIRECTORS ELECTION TO BE HELD WITHIN SAID DISTRICT; PROVIDING FOR THE CONDUCT AND THE GIVING OF NOTICE OF SAID ELECTION; AND CONTAINING PROVISIONS NECESSARY AND INCIDENTAL TO THE PURPOSES HEREOF;; PROVIDING VOTING DATES, TIMES, AND LOCATIONS; PROVIDING FOR CANCELLATION OF THE ELECTION UNDER CERTAIN CIRCUMSTANCES; PROVIDING FOR AN OPEN MEETING; PROVIDING FINDINGS OF FACT (the "Election Order"). Ms. McCalla explained that the deadline for submission of an application for a position on the District's ballot was 5:00 p.m. on February 18, 2022, and that two positions were up for reelection. She continued that if the District did not receive more than two applications for the Election, then the Board could cancel the Election at its March Board meeting.

Ms. McCalla then reviewed with the Board the Election Agreement between Travis County (the "County") and the Ranch at Cypress Creek Municipal Utility District No. 1 (the "Election Agreement"). She highlighted provisions in the Election Agreement and reminded the Board that with a joint election, the County would essentially be conducting the Election for the District.

After review, upon a motion duly made by Director Tran and seconded by Director Lamm, the Board voted unanimously to: (1) adopt the Election Order, subject to any revisions to the polling locations made by Travis County; (2) designate McGinnis as the District's Agent for the Election; and (3) approve the Election Agreement with the County, as presented. Copies of the Election Order and the Election Agreement are included in the Board Packet.

The Board then considered approval of the monthly consent agenda containing the minutes of the December 9, 2021, regular Board of Directors meeting; payment of bills and invoices; payment of transfers for operation expenses; and the Investment Report. Director Lamm noted a typographical error in the minutes, and Ms. McCalla pointed out that supplemental Check No. 1062 to AVR, Inc. [payment of which was approved at the December 9, 2021, Board meeting] was included with the checks presented for signature, but not listed on the Bookkeeper's Report. After a brief discussion, upon a motion duly made by Director Tran and seconded by Director Whittington, the Board voted unanimously to approve the Consent Agenda, including the December 9, 2021, regular Board of Directors meetings minutes, as revised, and supplemental Check No. 1062 to AVR, Inc.

Next, the Board reviewed payment of Director Fees and Expenses. After consideration upon a motion duly made by Director Tran and seconded by Director Lamm, the Board voted unanimously to approve the payment of the requests submitted. Copies of the Bookkeeper's Report and all Directors Fee and Reimbursement requests are included in the Board Packet.

The next item of business before the Board was Committee and Officer Reports. Mr. Evans first reviewed with the Board a committee's obligations and authority. He emphasized that committees cannot speak on behalf of the Board or authorize expenditures. He explained that, in general, committees review the issues and make

recommendations to the full Board. After a question from the Board, Mr. Evans confirmed that the Board could appoint the same persons to two separate committees, including the Architectural Control Committee and a Restrictive Covenant Enforcement Committee, if formed. A lengthy discussion ensued, after which the Board requested that the District's Attorney prepare a revised Board Committee Resolution to be presented for consideration at the District's February Board meeting.

Next, Director Coles presented the President's Report. She detailed her vision for the District going forward and her plan to organize all District committee activities and work with each committee on items to be included on future agendas.

Director Lamm then reviewed the Treasurer's Report with the Board, a copy of which is attached hereto as an exhibit to these minutes. He noted the change in the timing of fee of office checks issues to Directors for attendance at Board meetings, and he reviewed the items included within the District's General Operating Fund. Director Lamm added that the District would be making its final debt service payment by August 1, 2022, after which the District would be "debt free." He then requested that an item be added to the District's February agenda to consider participation in the Texas Comptroller of Public Accounts' Transparency Stars program, and the Board agreed.

Director Whittington next gave the Landscaping Report, a copy of which is included in the Board Packet. He detailed activities within the District and presented a proposal from BrightView for ongoing repairs to the District's irrigation system. He reminded the Board that at the January Board meeting the Board had voted to approve the repairs to the District's irrigation system by BrightView for a total cost not to exceed \$10,000.00. He continued that additional funds were required at this time. A lengthy discussion ensued, after which upon a motion duly made by Director Whittington and seconded by Director Tran, the Board voted unanimously to increase the not to exceed amount to Brightview for irrigation repairs from \$10,000.00 to \$15,000.00.

Director Whittington then reported on the status of the leveling, repair and replacement of certain fencing throughout the District. He told the Board that Korrekt General Contracting ("Korrekt") had submitted all required forms, but had not yet begun work on the previously authorized repairs within the District [column leveling, erosion repairs to retaining wall, and Section 2 fence repairs].

Continuing his report, Director Whittington reviewed with the Board previous proposals for the repair and/or replacements of slats in the District's fencing. He explained the two different approaches recommended by Fencecrete America, Inc. ("Fencecrete") and Superior Fencing ("Superior"), both of whom have previously installed fencing within the District. He reminded the Board that Fencecrete had walked the entirety of the District's fences to determine the portions of the fence still under warranty by Fencecrete as well as needed repairs. Director Whittington continued that Superior is requiring a determination of the exact linear feet of the fencing before providing a proposal. After discussion, the Board requested that an additional proposal be solicited from Korrekt for repair of the slats in the District's fencing.

Director Whittington next stated that the upgrades to the landscaping around the lock box at the corner of Sunchase and Harvest Moon Drive was complete. He added that he had received several positive comments from residents living adjacent to the area.

Director Whittington then told the Board that he was in contact with Quantum Electric, Inc. ("**Quantum**") regarding repair and/or replacement of the downed street light along Zeppelin Drive in the District. He stated that a representative from Quantum had confirmed with their supplier that the estimated arrival of the light pole was March of 2022. He added that after receipt of the light pole, Quantum would complete the replacement of the street light, as agreed.

Director Whittington next reported that the Landscaping Committee reviewed the District's property inventory listing and was in the process of soliciting quotes for storage sheds to be installed on the District's storage facility property. No action was taken on this matter.

Next, Director Tran presented the Architectural Control Committee ("**ACC**") Report. She detailed various communications issues with Management 360 Services, the District's deed restriction enforcement company ("**Management 360**"), and she suggested that guidelines and/or the District's expectations be provided to Management 360 to allow them the opportunity to provide the required information timely and effectively. A lengthy discussion ensued. Director Whittington stated his belief that deed restrictions should be self-reported by District residents. In reference to developing measurable metrics for service providers, Director Coles emphasized that all District contracts would be reviewed by the District's Contract Committee going forward and recommendations for changes to the contracts provided to the Board for a determination. After additional discussion, Director Tran requested approval for the ACC to reach out to Management 360 directly to discuss timeliness issues and District guidelines, and the Board agreed.

Director Lamm then motioned to extend the meeting past the previously imposed two-hour time limit for this date only. Director Whittington seconded the motion, which motion passed unanimously.

Director Whittington next reported on recent deed restriction violations that were escalated to the Board for action by Management 360. Director Whittington explained that there were multiple discrepancies in how Management 360 handled each violation, including various interpretations of the District's actual deed restrictions. The Board discussed the matter at length. Director Lamm suggested scheduling a separate "work session" to discuss the matter. No action was taken at this time.

Next, the Stormwater Committee presented its report. Director Coles stated that the District's required informational stormwater mailer was mailed to all District residents timely. Director Whittington added that he had completed the inspection of all the stormwater labels within the District and that eight missing stormwater labels were replaced.

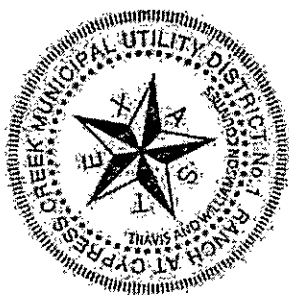
The next item before the Board was the Security Report. Director Lamm reviewed his report with the Board, a copy of which is included in the Board Packet. The Board then discussed the pros and cons of having two entities provide security services for the District. Director Lamm noted that a representative from Statewide Patrol would be at the District's February Board meeting to answer any questions. No action was taken on this item.


Mr. Evans next reviewed the District's Rules of Order governing the transactions of District business by the Board during Board meeting. No Action was taken on this item.

Director Coles then requested to upload the District's Board Packets to the website prior to Board meetings in order to allow residents the opportunity to timely review and comment on items being considered by the Board. She emphasized that all items discussed in a Board meeting may not be included in the Board Packets included on the website as some items are attorney-client matters and/or are not received in time to be included in the Board Packet. After consideration, the Board agreed that Board Packets should be uploaded to the District's website prior to Board meetings.

Next, Mr. Evans explained that his hourly rates would be increasing going forward to reflect his position as a partner at McGinnis. He added that Ms. Clarke's hourly rate would remain the same. Mr. Evans also noted that going forward Ms. Clarke planned to attend the District's meetings instead of himself, when possible, with the exception of the February meeting, when Ms. Clarke would be out-of-town.

The Board then reviewed future agenda items to be included on the February agenda, and with no further business to come before the Board, the meeting was adjourned.




Secretary, Board of Directors
Ranch at Cypress Creek,
Municipal Utility District No. 1

**AN ORDER OF THE BOARD OF DIRECTORS OF THE RANCH AT
CYPRESS CREEK MUNICIPAL UTILITY DISTRICT NO. 1;
ESTABLISHING RULES AND REGULATIONS IMPLEMENTING
AND ENFORCING THE DISTRICT'S STORMWATER
MANAGEMENT PLAN; PROVIDING PENALTIES UP TO \$10,000.00
PER VIOLATION; PROVIDING FOR REPEAL OF CONFLICTING
PROVISIONS; PROVIDING FOR SEVERABILITY; PROVIDING
FOR OPEN MEETING; PROVIDING AN EFFECTIVE DATE.**

TABLE OF CONTENTS

Section I. Intent and Purpose
Section II. Definitions
Section III. Applicability
Section IV. Responsibility for Administration
Section V. Prohibition of Illicit Connections and Discharges
Section VI. Response to Releases
Section VII. Permit Procedures and Requirements
Section VIII. Maintenance and Repair of Stormwater Facilities
Section IX. Requirements for Stormwater Management Plan Approval
Section X. Authority to Enter and Inspect
Section XI. Best Management Practices (BMPs) to Reduce Stormwater Pollutants
Section XII. Education and Training
Section XIII. District Stormwater Facilities
Section XIV. Enforcement
Section XV. Maintenance Agreements
Section XVI. Ultimate Responsibility
Section XVII. Severability
Section XVIII. Adoption of Order

Section I. Intent and Purpose

This Order establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) of The Ranch at Cypress Creek Municipal Utility District No. 1 (District or Permittee) in order to comply with requirements of the Texas Pollutant Discharge Elimination System (TPDES) permit process. The objectives of this Order are:

- To regulate pollutants from stormwater discharges into and from the MS4;
- To prohibit illicit connections and discharges to the MS4;
- To control the discharge of spills and prohibit dumping or disposal of materials other than stormwater into the small MS4;
- To enforce compliance with the Permittee's Orders, permits, contracts, or orders;
- To require installation, implementation, and maintenance of control measures;

- To receive and collect information, such as stormwater plans, inspection reports, and other information deemed necessary to assess compliance with this permit, from operators of construction sites, new or redeveloped land, and industrial and commercial facilities;
- To establish legal authority to implement inspection and enforcement procedures to ensure compliance with this Order;
- To respond to non-compliance with Best Management Practices (BMPs) required by the small MS4 consistent with its Orders or other regulatory mechanism(s);
- To assess penalties, including monetary, civil, or criminal penalties; and
- To enter into interagency or interlocal agreements or other maintenance agreements, as necessary.

Section II. Definitions

Applicant - Property owner or agent of a property owner who filed an application for a stormwater authorization under a TPDES general permit or an individual TPDES permit.

Authorized Enforcement Agency - Employees or designees of the director of the District or the Texas Commission on Environmental Quality (TCEQ) have authority to enforce this Order and/or the TPDES regulations.

Best Management Practices (BMPs) - Schedule of activities, prohibitions of practices, maintenance procedures, structural controls, local Orders, and other management practices to prevent or reduce the discharge of pollutants. BMPs also include treatment practices, operating procedures, and practices to control runoff, spills or leaks, waste disposal, or drainage from raw materials storage areas.

Building - Any structure, either temporary or permanent, with walls and a roof, designed to shelter a person, animal, or property, and occupying more than 100 square feet of area.

Construction Activity - Includes soil disturbance, including clearing, grading, excavating, and other construction related activities (e.g., stockpiling of fill material and demolition); and does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the site (e.g., the routine grading of existing dirt roads, asphalt overlays of existing roads, the routine clearing of existing right-of-ways, and similar maintenance activities). Regulated construction activity is defined in terms of small and large construction activity.

Small Construction Activity is construction activity that results in land disturbances equal to or greater than one (1) acre and less than five (5) acres of land. Small construction activity also includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one (1) and less than five (5) acres of land.

Large Construction Activity is construction activity that results in land disturbance of equal to or greater than five (5) acres of land. Large construction activity also includes the disturbance of less than five (5) acres of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than five acres of land.

Conveyance - Curbs, gutters, man-made channels and ditches, drains, pipes, and other constructed features designed or used for flood control or to otherwise transport stormwater runoff.

Hazardous Materials - Any item or agent (biological, chemical, physical) that has the potential to cause harm to humans, animals, or the environment, either by itself or through interaction with other factors.

Illicit Connection - Any man-made conveyance connecting an illicit discharge directly to a municipal separate storm sewer.

Illicit Discharge - Any discharge to a municipal separate storm sewer that is not entirely composed of stormwater, except discharges pursuant to a TPDES stormwater general permit or a separate authorization and discharges resulting from emergency firefighting activities.

Land Disturbance Activity - Any activity which changes the volume or discharge rate of stormwater runoff from the land surface. This includes grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping of any natural or man-made watercourse.

Maintenance Agreement - A formal contract between a local government and a property owner to guarantee long-term maintenance of stormwater management practices.

Non-Stormwater Discharge - Any discharge to the storm drain system that is not composed entirely of stormwater.

Notice of Intent (NOI) - Notice of Intent for Small Municipal Separate Storm Sewer Systems (MS4) authorized under TPDES Phase II MS4 General Permit TXR040000 (Form TCEQ-20368).

Person - Any individual, association, organization, partnership, firm, corporation, or other entity recognized by law and acting as either the owner or as the owner's agent.

Pollutant - In accordance with the Texas Water Code, §26.001(13) a pollutant includes the following: dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, filter backwash, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into any water in the state.

Premises - Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Stormwater and Stormwater Runoff - Rainfall runoff, snow-melt runoff, and surface runoff and drainage.

Stormwater Management - The use of structural or non-structural control practices/BMPs designed to reduce stormwater pollutant runoff, discharge volumes, peak flow discharge rates, and detrimental changes in stream temperature that affect water quality.

Stormwater Pollution Prevention Plan (SWP3) - A document that describes the Best Management Practices and activities to be implemented by the permit holder to identify sources of pollution or contamination at a site and actions to eliminate or reduce pollutant discharges.

Stormwater Control Practices - Structural or nonstructural measures to minimize stormwater runoff to surface water in the state.

Surface Water in the State - Lakes, bays, ponds, impounding reservoirs, springs, rivers, streams, creeks, estuaries, wetlands, marshes, inlets, canals, the Gulf of Mexico inside the territorial limits of the state (from the mean high water mark (MHW) out 10.36 miles into the Gulf), and all other bodies of surface water, natural or artificial, inland or coastal, fresh or salt, navigable or non-navigable, and including the beds and banks of all water-courses and bodies of surface water, that are wholly or partially inside or bordering the state or subject to the jurisdiction of the state; except that waters in treatment systems which are authorized by state or federal law, regulation, or permit, and which are created for the purpose of waste treatment are not considered to be water in the state.

Texas Pollutant Discharge Elimination System Stormwater (TPDES) Discharge Permit - A permit issued by the Texas Commission on Environmental Quality (TCEQ), under the authority of Texas Water Code Sections 26.027 or 26.040 that authorizes the discharge of pollutants into or adjacent water in the state. The TPDES program is administered under the authority delegated pursuant to 33 U.S.C. Section 1342(b).

Unauthorized Discharge - Any direct or indirect non-stormwater discharge to the storm drain system except as exempted in Section V Prohibition of Illicit Connections of this Order.

Section III. Applicability

Unless exempted, this Order applies to discharges entering the storm drain system within the jurisdictional limits of the authorized enforcement agency.

Section IV. Responsibility for Administration

The District shall administer, implement, and enforce the provisions of this Order. Any powers granted or duties imposed upon the General Manager of the District may be delegated in writing by the General Manager to persons or entities acting in the beneficial interest of District.

Authorized individual(s) under this Section shall have the authority to enforce this Order in its entirety and shall be designated as a TPDES Stormwater Manager and/or Inspector. Any person subject to an industrial or construction TPDES stormwater discharge permit or authorization shall comply with all provisions of the permit and may be required by the District to have authorization to discharge stormwater into the MS4.

Section V. Prohibition of Illicit Connections and Discharges

The District has the authority to prohibit illicit discharges and illicit connections in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)a. This Order prohibits unauthorized discharges into the storm drain system. No person may release discharges into the municipal storm drain containing any pollutants that cause or contribute to a violation of water quality standards, other than stormwater or authorized non-stormwater discharges.

Section VI. Response to Releases

The District has the authority to respond to and contain other releases. The District will control the discharge of spills and strictly prohibit dumping or disposal of material other than stormwater and authorized non-stormwater discharges into the small MS4 in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)b. Any person in violation of this Order may risk having their discharge authorization to the MS4 terminated. The authorized enforcement agency will notify the violator of the proposed termination of its authorization. The violator may petition the District to reconsider and schedule a hearing.

When the person responsible has knowledge of any known or suspected release of materials resulting in or potentially resulting in unauthorized discharges into a storm sewer system or surface water in the state, the person must contain and clean up the release. If hazardous materials are released, the person must immediately notify emergency response agencies. If non-hazardous materials are released, the person must notify the authorized enforcement agency no later than the next business day. Notifications in person or by telephone must be confirmed by written notice addressed and mailed or e-mailed to the District.

During emergency situations involving unauthorized discharges from illicit connections, the District may suspend a person's MS4 authorization to stop an actual or threatened discharge which may present danger to the MS4 or surface water in the state. If the violator fails to comply, the authorized enforcement agency may take necessary steps to prevent or minimize damage to the MS4 or surface water in the state.

The District will actively patrol and inspect non-stormwater discharges, including illegal dumping into its MS4.

Procedures and policies describing the following are attached hereto as **Exhibit "A"** and fully incorporated herein for all purposes:

- the basis for conducting inspections in response to complaints;
- follow-up inspections;
- on-site response to illicit discharges and spills;
- detecting and addressing non-stormwater discharges and illegal dumping;
- controlling pollutant discharges by any District facility or contractor;
- public reporting methods.

Section VII. Permit Procedures and Requirements

The District is authorized to enforce compliance with the permittee's permits, contracts, or orders in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)c.

Application Procedure

- Applications for land disturbance activity permits must be filed with the District on any regular business day.
- A copy of approved SWP3 and Notice of Intent shall be forwarded to the District for review prior to acceptance and approval of such plans.
- Permit applications shall include the following: two copies of the stormwater management plan, two copies of the maintenance agreement, and any required review fees.

Section VIII. Maintenance and Repair of Stormwater Facilities

The District has the authority to require installation, implementation, and maintenance of control measures in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)d.

Requirements for Annual Self-Inspections

All stormwater management facilities must undergo, at minimum, an annual self-inspection to document maintenance and repair needs and to verify compliance with the requirements of this Order. Inspections must be reduced to writing and submitted to the District in a manner that allows inspectors the ability to review the results of inspections in conjunction with a site compliance review. Maintenance and repair may include, but will not be limited to: removal of silt, litter, and other debris from all catch basins, inlets and drainage pipes; cutting grass and vegetation removal; and replacement of landscape vegetation. Maintenance needs must be addressed in a timely manner as determined by the District.

Failure to Maintain Practices

If the stormwater management facility becomes a danger to public safety or public health, the District shall notify the party responsible for maintenance of the stormwater management facility in writing. Upon receipt of that notice, the responsible person shall have ten (10) business days to meet maintenance and repair requirements. If the owner of the facility fails to comply with the requirements of the maintenance covenant, the District, after reasonable notice, may perform all necessary work to bring the facility into compliance, at the expense of the permittee.

Section IX. Requirements for Stormwater Management Plan Approval

The District has the authority to receive and collect information (i.e. stormwater pollution prevention plans, inspection reports, etc.) from any person (i.e. operators of regulated construction sites, new or redeveloped land, and industrial and commercial facilities) in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2).e to assess compliance with this permit.

Permit applications must include detailed information that enables the District to evaluate the environmental characteristics of the project site, potential impacts of proposed developments, both present and future, and the effectiveness of proposed stormwater management measures to regulate stormwater runoff. Such information must include:

- **Contact Information:** The name, address, and telephone number of all persons with a legal interest in the property and the tax reference number and parcel number of the property or properties affected.
- **Map(s)** identifying the location of existing and proposed buildings, roads, parking areas, utilities, and structural stormwater management and sediment control facilities. The map(s) must show proposed land use and percentage of surface area to be adapted to various uses. The map(s) must identify drainage patterns, locations of utilities, roads and easements, the limits of clearing and grading, and a written description of the site plan.
- **Sufficient engineering analysis** to demonstrate the proposed stormwater management measures will control runoff from the site.
- **An inventory of the natural resources** at the site and surrounding area prior to proposed activities and a description of the watershed and its relation to the project site. The description should include the soil conditions, forest cover, topography, wetlands, and other native vegetative areas on the site. Particular attention should be paid to environmentally sensitive features that provide particular opportunities or constraints for development.
- **A written description of the BMP** for any proposed stormwater management facility.

- An erosion and sediment control plan must be included for all construction activities involving on-site stormwater management practices. An erosion and sediment control plan is a set of plans that indicate the specific measures for the erosion and sediment control on a development site during and after construction.

For any activity on a previously developed site, the applicant must indicate within the stormwater management plan the best management practices it will utilize to control stormwater runoff from the site in accordance with the standards of this Order.

Section X. Authority to Enter and Inspect

As further described below, the District has the authority to enter and inspect private property including facilities, equipment, practices, or operations, as related to stormwater discharges to the small MS4 in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)f.

- The District may enter and inspect facilities, equipment, practices and operations subject to regulation under this Order as often as necessary to determine compliance with this Order. If a discharger's security measures require proper identification and clearance before entry into the premises, the discharger shall make necessary arrangements to allow access to representatives of the authorized enforcement agency.
- Facility operators shall allow the District's representative(s) access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records.
- The District has the right to monitor and/or sample the facility's stormwater discharge.
- The District may require the discharger to install and maintain necessary sampling and monitoring equipment.
- The operator must remove temporary or permanent obstruction(s) at the written or oral request of the District to allow safe and easy access to the facility for inspection and/or sampling purposes. The costs of clearing access will be borne by the operator and the obstructions may not be replaced.
- Unreasonable delays in allowing the District access to a permitted facility is a violation of a TPDES stormwater discharge permit and of this Order. A person commits an offense if the authorized enforcement agency is denied reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this Order.

The applicant may be required to notify the District prior to commencing construction activity. The District will regularly inspect the construction of stormwater management system and document in a written report:

- The date and location of the inspection
- Final Assessment - if construction activity complies with the stormwater management plan
- Approved construction specifications
- Identified violations - property owner must be notified in writing of the nature of the violation and the required corrective actions.
- Name and signature of the inspector

Section XI. Best Management Practices (BMPs) to Reduce Stormwater Pollutants

The District has the authority to respond to non-compliance with BMPs required by the small MS4 in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)g. The District will adopt measures to identify BMPs for any activity, operation, or facility which may facilitate pollution of stormwater, the storm drain system, or surface water in the state. The owner or operator of a commercial or industrial establishment shall implement, at their own expense, appropriate pollution control measures through the use of structural and non-structural BMPs to prevent and reduce discharge of pollutants into the municipal storm drain system or watercourses. The BMPs must be identified in the SWP3 to satisfy requirements of the TPDES permit.

The District will perform site plan review of its construction projects only. Pre-construction site plan reviews will be conducted on all District projects. Procedures for site plan review, including consideration of potential water quality impacts, are attached hereto as **Exhibit "B"** and fully incorporated for all purposes.

Procedures for receipt and consideration of information submitted by the public are attached hereto as **Exhibit "C"** and fully incorporated for all purposes.

All construction projects must meet TCEQ TPDES Construction General Permit requirements including site inspection requirements. Procedures for conducting site inspections and enforcing control measures are attached hereto as **Exhibit "D"** and fully incorporated for all purposes.

Procedures for inspecting and maintaining structural controls are attached hereto as **Exhibit "E"** and fully incorporated for all purposes.

Section XII. Education and Training

The District will develop a training program which describes the implementation of illicit discharge practices and procedures, regarding the observation of an illicit discharge or illicit

connection to the MS4. This training program will be offered to all consultants, including the District's landscaper, on an annual basis. The District's Directors must complete the education training program at least once annually.

Section XIII. District Stormwater Facilities

An inventory of the District's stormwater facilities is attached hereto as **Exhibit "F"** and fully incorporated for all purposes.

Section XIV. Enforcement

The District has the authority to assess penalties, including monetary, civil, or criminal penalties in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)h, and Section 49.004, Texas Water Code.

The District's procedures for documenting and maintaining records of enforcement actions are as follows:

1. The Stormwater Committee shall document in writing all enforcement actions; include any follow up actions.
2. All documentation shall be provided to the Board and the District's Attorney for inclusion in the District's Stormwater Records.

If the District finds a person to be in violation of this Order, the authorized enforcement agency may order compliance by written notice of violation to the responsible person. Such notice may require:

- Monitoring, analysis, and reporting
- Elimination of illicit connections or discharges
- Termination of existing discharges or practices and/or operations in violation of this Order
- Abatement and/or remediation of stormwater pollution or contamination hazards
- Payment of fines to cover administrative and remediation costs
- Implementation of pollution control measures or treatment BMPs

If the property must be remediated, the notice must establish a deadline to restore the site. The notice must further advise that, if the violator fails to remediate the site by the deadline, a designated governmental agency or contractor will restore the site at the expense of the violator.

Appeal of Notice of Violation

Any person receiving a Notice of Violation may appeal the determination to the District's Board of Directors. The Notice of Appeal must be received within five (5) business days from the date of the Notice of Violation. Hearing on the appeal before the appropriate authority or designee shall take place within sixty (60) business days from the date of receipt of the Notice of Appeal. The decision of the District's Board of Directors, or their designee, is final.

Enforcement Measures after Appeal

If the violation remains uncorrected after ten (10) business days, pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, then representatives of the authorized enforcement agency shall enter the regulated property to take the necessary actions to abate the violation and/or restore the property. It shall be unlawful for any person to refuse the District's representative to enter upon the premises for the purposes set forth above.

Cost of Abatement of the Violation

Within ten (10) business days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment within five (5) business days. If the amount due is not paid within a timely manner as determined by the decision of the local jurisdiction or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. Any person violating any of the provisions of this article shall become liable to the District by reason of such violation.

Injunctive Relief

It is unlawful for any person to violate any provision or fail to comply with any of the requirements of this Order. If a person has violated or continues to violate the provisions of this Order, the District may petition for a preliminary or permanent injunction restraining the person entity from activities prompting further violations or compel the person to perform abatement or remediation of the violation(s).

Compensatory Action

In lieu of enforcement proceedings, penalties, and remedies authorized by this Order, the District may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, drainage cleanup, etc.

Criminal Prosecution

Any person found to have violated or who continues to violate this Order will be liable to criminal prosecution to the fullest extent of the law, and subject to a criminal penalty up to \$10,000.00 per violation.

Attorney's Fee's

The District may recover all attorney fees, court costs, and other expenses associated with enforcement of this Order, including sampling and monitoring expenses.

Fines and Policy

The District is authorized to develop a schedule of fines and to develop policy from time to time to assure compliance with requirements of Section I "Intent and Purpose". The schedule of fines shall adhere to all applicable local, state and federal laws. The policy shall include, but will not be limited to, development of a TPDES enforcement program, staff training requirements, development of job descriptions, assignment of fines to specific violations, budget requirements, and job assignments.

Section XV. Maintenance Agreements

The District has the authority to enter into interagency or interlocal agreements or other maintenance agreements, as necessary in accordance with TPDES Phase II MS4 Permit TXR040000 Part III Section A.3.(a)(2)i. This agreement will include maintenance easements to access and inspect stormwater control practices, and perform routine maintenance to ensure proper stormwater control. A legally binding covenant will identify the responsible parties to maintain stormwater control practices.

Section XVI. Ultimate Responsibility

The standards set forth herein and promulgated pursuant to this Order are minimum standards. Therefore, this Order does not intend nor imply that compliance by any person will ensure prevention of contamination, pollution, and unauthorized discharge of pollutants.

Section XVII. Severability

The provisions and sections of this Order shall be deemed to be independent, and the invalidity of any portion of this Order shall not affect the validity of the remainder.

Section XVIII. Adoption of Order

This Order shall be in full force and effect after its final passage and adoption. All prior Orders in conflict with this Order are hereby repealed.

APPROVED and ORDERED this 10th day of December, 2020.

/s/ Troy Fielding
President, Board of Directors

ATTEST:

/s/ Patrice Coles
Secretary, Board of Directors

(SEAL)

**EXHIBIT A: PROCEDURES REGARDING ILLICIT DISCHARGE DETECTION
AND ELIMINATION**

Detection Procedures

1. The District's landscape contractor visually inspects the District's stormwater facilities on each visit. The contractor must report any suspected illicit discharges to the District.
2. The District will conduct a visual inspection of all District facilities twice yearly. The inspections shall include dry-weather screening. Any suspected illicit discharges are to be documented and investigated.
3. A record will be made of each possible illicit discharge in which follow-up actions were required. The record will consist of a geographical point of reference, date, description of flow, and summary of follow up actions.
4. The District will develop detailed records of negative findings of dry weather inspections.
5. Board members will be trained to report all possible illicit and non-stormwater discharges.
6. Consultants, including the District's landscapers will be informed about identifying and reporting illicit discharges
7. The District's website will include information on illicit discharges and encourage District residents and the general public to report suspected illicit discharges to the District.
8. The District Stormwater Committee will review illicit discharge documentation and shall report to the District Board of Directors of any said findings, if any, with recommendations on solutions.

Elimination Procedures (On-Site Procedures for Responding to Illicit Discharges and Spills)

1. The District will respond to the identification or report of a potential illicit discharge within seventy-two (72) hours of being notified.
2. Once the potential illicit discharge has been identified, the District will investigate the source of the discharge. The District will then confirm if it is or is not an illicit discharge.
3. If a possible illicit discharge is identified, the District will trace the flow upstream to the extent of District property. The District will report flows originating off district to the appropriate city, county, or other entity with jurisdiction for further action. In the event the flow appears to create a hazard or contain toxic or noxious substances, the District will report the flow to the TCEQ.
4. If it not an illicit discharge, the District will document the results of their findings.
5. If it is an illicit discharge originating with the District, the District will determine appropriate actions needed. Responses will be in accordance with the Illicit

Discharge Detection and Elimination Guidance Manual. The level and timeliness of the response will be based on the severity of the illicit discharge. The response may include, but not be limited to, the following:

- Notification of the owner of the property that is the source of the discharge.
- For single or intermittent discharges, cleanup of the illicit discharge fluid and appropriate disposal of the illicit material.
- Placement of temporary a catch basin for intercepting the discharge.
- Evaluation of solutions for stopping the illicit discharge.
- Preparation of engineered drawings for elimination of the illicit discharge.
- Installation of permanent improvements for elimination of the discharge.

**EXHIBIT B: PROCEDURES FOR CONDUCTING SITE INSPECTIONS AND
ENFORCING CONTROL MEASURES (BMP 3 – CONSTRUCTION SITE)**

1. The District has established requirements that the District Engineer review all site plans within the District boundaries. As part of the site plan review, the District Engineer requires that the site plan applicant include standard District construction notes on its drawings. Those notes include a requirement that the District Engineer be notified prior to the start of construction.
2. If the District Engineer attends the preconstruction conference, the Engineer will point out to the contractor the District requirements, which include maintenance of the BMPs on the construction site.
3. If the District Engineer is not able to attend the preconstruction conference, the Engineer will meet with the contractor at the site upon the start of construction. At that time, the District Engineer will point out to the contractor the District requirements, which include maintenance of the BMPs on the construction site.
4. The District Engineer will conduct regular site visits to observe the progress of construction and to point out to the contractor any of the BMPs that require corrective maintenance.
5. The District Engineer will conduct a final site visit upon the completion of construction to confirm that the site was constructed in accordance with the approved plans. Any corrective measures that are required, will be pointed out to the contractor. Final acceptance of the project will not take place until all BMPs have been completed to the satisfaction of the District Engineer.

**EXHIBIT C: PROCEDURES FOR RECEIPT AND CONSIDERATION OF
INFORMATION SUBMITTED BY THE PUBLIC**

1. A link to report issues directly to the Stormwater Committee is available on the District's website
2. All reports will be reviewed by the Stormwater Committee and, if necessary, presented to the District's Board of Directors to take any action necessary.
3. A record of all reports to the Stormwater Committee will be maintained by the District's General Manager.

**EXHIBIT D. PROCEDURES FOR CONDUCTING SITE INSPECTIONS AND
ENFORCING CONTROL MEASURES**

1. The District has established requirements that the District Engineer reviews all site plans within the District boundaries. As part of the site plan review, the District Engineer requires that the site plan applicant include standard District construction notes on its drawings. Those notes include a requirement that the District Engineer be notified prior to the start of construction.
2. If the District Engineer attends the preconstruction conference, the Engineer will point out to the contractor the District requirements, which include maintenance of the BMPs on the construction site.
3. If the District Engineer is not able to attend the preconstruction conference, the Engineer will meet with the contractor at the site upon the start of construction. At that time, the District Engineer will point out to the contractor the District requirements, which include maintenance of the BMPs on the construction site.
4. The District Engineer will conduct regular site visits to observe the progress of construction and to point out to the contractor any of the BMPs that require corrective maintenance.
5. The District Engineer will conduct a final site visit upon the completion of construction to confirm that the site was constructed in accordance with the approved plans. Any corrective measures that are required, will be pointed out to the contractor. Final acceptance of the project will not take place until all BMPs have been completed to the satisfaction of the District Engineer.

**EXHIBIT E. PROCEDURES FOR INSPECTING AND MAINTAINING
STRUCTURAL CONTROLS**

1. The District Stormwater Committee member shall inspect the storm water facilities twice yearly.
2. Report any erosion, trash, graffiti, sediment buildup, rocks, or other issues to the Stormwater Committee.
3. The Stormwater Committee shall review any said findings and determine appropriate actions, if needed.
4. Stormwater Committee shall report to the District Board of Directors of any said findings, if any, with recommendations on remedying said findings.
5. The District Board of Directors will vote on appropriate and required remedies.

EXHIBIT F. INVENTORY OF DISTRICT STORMWATER FACILITIES

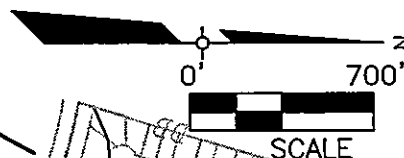
DISTRICT FACILITIES

- 1 = SECTION 3 DETENTION POND
 - 2 = SECTION 12 DETENTION POND
 - 3 = SECTION 5 CHANNEL
 - 4 = SECTION 4 CHANNEL
 - 5 = SECTION 2 DETENTION POND
 - 6 = SECTION 1 DETENTION POND
 - 7 = SECTION 13 DETENTION POND
 - 8 = SECTION 6 CHANNEL
- A = INTERNAL CONC. HEADWALL

LEGEND

EXHIBIT F
DISTRICT BOUNDARY

DB



DRAINS
TO BUTTERCUP
CREEK THEN TO
BRUSHY CREEK

LAKE TRAVIS WATERSHED

220 LOTS

DRAINS
TO
LAKE TRAVIS

MERIDELL
ACHIEVEMENT
CENTER

BUTTERCUP CREEK WATERSHED

70 AC

20 AC

ELIZABETH MILBURN
COMMUNITY PARK

25 AC / 102 LOTS

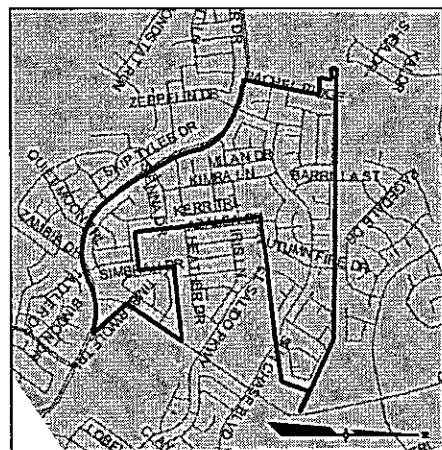
290 AC / 616 LOTS
(+ PO AC OFFICE)

DRAINS
TO BUTTERCUP
CREEK THEN TO
BRUSHY CREEK

18 AC / 78 LOTS

DRAINS
TO CYPRESS CREEK
THEN TO
BRUSHY CREEK

1,176 LOTS TOTAL




LOCATION MAP
N.T.S.

RANCH AT CYPRESS CREEK M.U.D. No. 1
DISTRICT WATERSHED & FACILITIES MAP





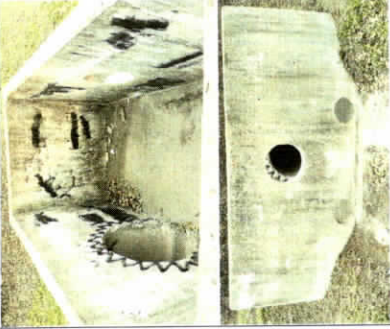



RIVERA ENGINEERING
TX PE Firm Registration Number F-11482
P.O. Box 90435 Austin, Texas 78709-0435
Telephone 512.899.3310

Section 1 - Cypress Creek Drive

Facilities	Detention Pond	Energy Dissipators	Flume	Inlet	Outfall	Outlet	Trickle Channel
							
Date Inspected 10/27/19 10/28/20 10/29/21 10/30/21							
Status of Facility 1. 10/28/20 - Spillage demonstrated					1. 10/28/20 - Rock in outlet		1. 10/28/20 - Rock in outlet 2. 10/28/20 - Silt and exposed in trickle channel, significant bulging of all along edges of channel - removed & reconnected by engineer
Follow up actions taken 1. Report to Board - approved to get quotes for spillage repair/replacement - see Project 23					1. Monitor bulging, determine if removal is needed - see Project 23		1. Remove spillage - see Project 23 2. Remove spillage - see Project 23 3. 10/28/21 - 10/29/21 4. 10/28/21 - 10/29/21

Section 2 - 1914 Summer Rain Drive

Facilities	Detention Pond	Energy Dissipators	Inlet	Outlet	Trickle Channel
	 				
Date Inspected	5/3/19 10/22/19 12/5/20 12/20/20 3/11/21				
Status of Facility	1. 12/5/20 - Signage deteriorated 2. 12/20/20 - Silt and chip seal in pond	No concerns noted	No concerns noted	No concerns noted	1. 12/5/20 - Silt and chip seal in pond 12/20/20 - Silt and chip seal in trickle channel, slight buildup of silt along edges of channel
Follow up actions taken	1. Report to Board, approved to get quotes for signage replacement - see attached				1. Monitor buildup, determine when removal is needed - see attached

Section 3

Facilities	<u>Autumn Fire Pipe Culvert</u>	<u>Detention Pond</u>	<u>Major Outfall</u>	<u>Internal Outfall</u>	<u>Trickle channel</u>	<u>Pilot channel with concrete spillway</u>
Date Inspected	12/12/2020	12/12/2020	12/12/2020	12/12/2020	12/20/2020	12/20/2020
Status of Facility	Erosion on side of channel near culvert	Houses in area backing up to detention pond lack adequate fencing on both sides of pond;	Trash in outlet; broken energy dissipaters; fencing missing on both sides.		Chip seal and leaves in trickle channel	
Follow up actions taken						

Section 4

Facilities

Drainage **Channel**

Date Inspected

12/12/2020

Vegetation needs to be cut
back; trash in channel;

Status of Facility

grafitti; remove tree
growing in concrete; silt
removal needed

Follow up actions taken

Section 5

Facilities	<u>Section 5 Pipe Culvert</u>	<u>Drainage Channel</u>
Date Inspected	12/12/2020	12/12/2020
Status of Facility	Tree over grown in area; slight cracking in concrete	Brush and Silt removal needed; drainage from residence outside of the District noted (Cypress Bend);
Follow up actions taken		

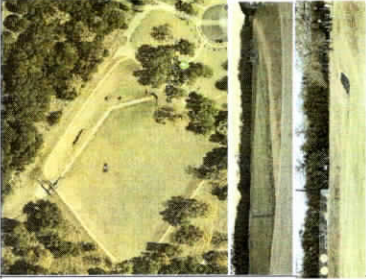




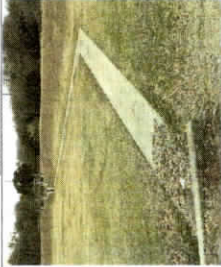
Section 6

Facilities	<u>Drainage</u>
	<u>Channel</u>
Date	12/12/2020
Inspected	
Status of	Rocks, trash and silt in
Facility	channel; erosion of sides
	in certain areas; possible
	pool drainage into
	channel just near culvert
Follow up	
actions	
taken	

Section 12

Facilities	<u>Section 12</u> <u>Pipe Culvert</u>	<u>Detention Pond</u>	<u>Outlet into Pond</u>	<u>Two internal</u> <u>outfalls</u>	<u>Trickle</u> <u>channel</u>
Date Inspected	12/12/2020	12/12/2020	12/12/2020	12/12/2020	12/20/2020
Status of Facility	Serious graffiti; slight cracking in concrete;	Houses in area backing up to detention pond lack adequate fencing (5 houses); silt and trash in pond	Trash in outlet	Trash in outfalls; lots of rocks; erosion around outfall on Kimra	Chip seal in trickle channel
Follow up actions taken					

Section 13 - 2001 Del Roy Drive at Rachel Ridge

Facilities	Detention Pond	Inlet headwall with security grate	Outfall with Riprap Energy Dissipator	Outlet	Spillway	Trickle Channel
						
Date Inspected 5/5/19 10/22/19 12/5/20 12/20/20						
Status of Facility	1 12/5/20 - No Dumping sign missing	No concerns noted	1 5/3/19 - Monitored water flow patterns, no contaminants observed	1 12/20/20 - Concrete eroded in areas, slight cracking	No concerns noted	1 10/22/19 - Excavate chip rocks and sediments in and around trickle channel 2 12/5/20 - Fill and chip wall in pond 3 12/20/20 - Erosion and path in channel leading to City property
Follow up actions taken	1 Report to Board, approved to get quotes for signage replacement - https://www.1000000.com/	No concerns noted	No concerns noted	1 Continuous monitoring, determine if repair is needed - https://www.1000000.com/	No concerns noted	1 Remove sediment - https://www.1000000.com/ 5/20/19, 5/20/19, 5/20/19, 11/22/19 2 Pollution prevention: Sheet sweeping to remove chip rocks near pond 3 Clean up area around spillway and outlet building 4 Visible trash and debris removed - https://www.1000000.com/ 3/5/21 5 Monitor buildup, determine when removal is needed - https://www.1000000.com/

Date:	Yes (Describe)	No (Describe)
Location		
Wet Conditions (during rain / after rain)		
Access (restricted / fence / vegetation)		
Chip seal / rocks		
Clarity - Clear Milky Opaque		
Colored water		
Displacement of rip rap		
Disturbed areas		
Drainage Impediment		
Erosion / undercutting		
Floating solids		
Foam		
Graffiti		
Hazardous materials/waste		
Landscaping issue		
Litter / debris / trash		
Non-stormwater discharge		
Odor		
Oil sheen (rainbow effect)		
Outfalls:		
Polluted discharge		
Reported event		
Sediment / mud / silt		
Settled solids		
Sludge		
Spills/leaks		
Suspended solids		
Other		
Animals		
Concrete erosion		
Corrosion / rusting of metal		
Cracking / Loss of concrete (measurements)		
Deteriorated joints		
Energy dissipator deterioration		
Impact damage		
Leaking/seepage		
Metal damage / fatigue / corrosion		
Puddling / pooling / poor drainage		
Security grate corrosion / rust		
Security grate obstruction / debris / damage / reduced flow		
Settling		
Surface defects (localized damage)		
Vegetation growth in concrete		
Other infrastructure		
Corrosion / rusting of metal		
Displacement of rip rap		
Erosion / undercutting		
Joint failure / loss of joint material / soil piping		
Obstructions (vegetation / debris / sediment)		
Sediment / debris accumulation		
Structural conditions		
Other inlet / outlet		
Chemical / fuel storage		
Concrete truck washout		
Disturbed Soil		
Equipment parking / storage		
Erosion		
Materials Storage		
Nature of discharge (silt, gravel, sand, other pollutant)		
Portable sanitary facilities		
Sediment/debris/mud/silt		
Site entrances		
Site exits		
Structural Controls		
Other construction / pollution		

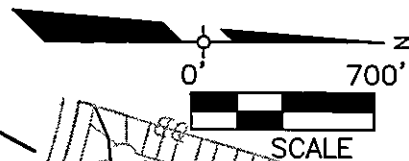
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LEGEND

DISTRICT BOUNDARY

DB



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BANITA CREEK
JOINT
VENTURE

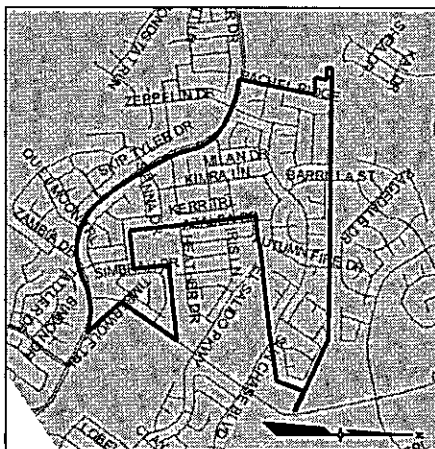
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DISTRICT WATERSHED & FACILITIES MAP



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