
MUNICIPAL SERVICES INVENTORY AND ANNEXATION ANALYSIS

WILLIAMSON-TRAVIS COUNTIES

MUNICIPAL UTILITY DISTRICT NO. 1



Ray Associates, Inc.
1304 Guadalupe St.
Austin, Texas 78701
(512) 913-2020

www.rayassociates.com

August 12, 2017

Board of Directors
Williamson-Travis Counties MUD No. 1
1000 Old Mill Road
Cedar Park, Texas 78613

Dear Members of the Board

This *Municipal Services and Annexation Analysis*, prepared for the Board of Directors, is an update and revision of similar reports prepared by Ray Associates, Inc., in 2009 and 2012. The report provides a description of Williamson-Travis Counties Municipal Utility District No. 1, including a population estimate, an overview of services provided by the District, a description of District finances, and tax and fee comparisons with the City of Cedar Park.

The report also documents relevant, current City of Cedar Park services and service levels. If the City of Cedar Park were to conduct a unilateral, full-purpose annexation of the District, it would need to provide services to the new annexation area that are equal to the service levels now provided in the District, or, if District's service levels are the same as or lower than the city's, at least the same levels as services provided to other similar areas already within the corporate limits of the city.

State of Texas annexation requirements are described for when a city, such as the City of Cedar Park, annexes a municipal utility district by unilateral action of the city. In addition, a description is included of state law provisions whereby a district can request the development and negotiation of a "Strategic Partnership Agreement" with the city proposing annexation.

Finally, a draft municipal annexation service plan has been prepared based on the report's analysis of services and service levels. This is for the use of the District in presenting to the city its documented view of provisions that could be expected to be in the city's annexation service plan should the city decide to annex the district. This draft plan is more specific than the annexation plans provided by the City of Cedar Park in recent annexations or proposed annexations.

Data for this report was collected in April - July 2017.

Please call on me if I can provide additional information or answer questions.

Sincerely,



Jim Ray
Principal
Ray Associates, Inc.

Table of Contents

Introduction	1
CHAPTER 1 – WILLIAMSON-TRAVIS COUNTIES MUD NO. 1	3
Area and Population	3
MAP – Williamson-Travis Counties MUD No.1	4
Overview of WTCMUD1 Services	5
District Finances	7
Tax and Fee Comparisons - WTCMUD1 and City of Cedar Park	10
Tax and Fee Comparison Chart	10
CHAPTER 2 – STATE ANNEXATION REQUIREMENTS.....	12
Requirements for Unilateral Municipal Annexation	12
Strategic Partnership Agreements.....	15
CHAPTER 3 – Inventory of Municipal-Type Services Provided Within Williamson-Travis Counties Municipal Utility District No. 1	17
PUBLIC SAFETY	17
Police Protection	17
Fire Protection	18
Emergency Medical Services	20
SOLID WASTE AND RECYCLING SERVICES	22
WATER AND WASTEWATER SERVICES	23
ROADS, STREETS AND STREET LIGHTING	25
CODE ENFORCEMENT AND DEED RESTRICTIONS.....	26
PARKS AND PONDS.....	28
Parks.....	28
Ponds	30
Park Operations and Maintenance.....	31
OTHER PUBLIC FACILITIES AND BUILDINGS	34

CHAPTER 4 – CITY OF CEDAR PARK SERVICES AND SERVICE STANDARDS WITHIN THE CITY LIMITS 35

OVERVIEW 35

SERVICES DETAIL 35

PUBLIC SAFETY 36

Police Protection 36

Fire Protection 37

Emergency Medical Services 38

PUBLIC WORKS..... 39

Water and Wastewater Services..... 39

Storm Water Management and Drainage..... 41

Streets and Drainage..... 42

SOLID WASTE SERVICES 43

UTILITY BILLING SERVICES 44

PARKS AND RECREATION 42

LIBRARY 46

OTHER PUBLIC SERVICES 47

MUNICIPAL ANNEXATION PLAN AND PROGRAM 48

MUNICIPAL ANNEXATION SERVICE PLAN 49

Municipal Services Inventory and Annexation Analysis

Williamson-Travis Counties Municipal Utility District No. 1

August 12, 2017

INTRODUCTION

Background. This report was commissioned by the Board of Directors of Williamson-Travis Counties Municipal Utility District No. 1 (WTCMUD1). It has been prepared for the District and its residents in order to assess the impact of possible future action by the City of Cedar Park to annex the District.



In recent years, the City of Cedar Park has initiated annexation procedures to annex utility districts in its extraterritorial jurisdiction. Annexation of the Ranch at Cypress Creek Municipal Utility District No. 1 was proposed by the city in 2008, but not completed. In 2014, the City of Cedar Park annexed Williamson-Travis Counties Water Control and Improvement District No. 1-D and Bella Vista MUD. These were voluntary annexations petitioned for by the residents of the districts.

While no action has been taken by the city to formally consider annexation of Williamson-Travis Counties Municipal Utility District No. 1, District leaders believe it prudent to have facts and plans in place should such action by the City of Cedar Park occur in the future.

Williamson-Travis Counties Municipal Utility District No. 1 (WTCMUD1) lies in the extraterritorial jurisdiction (ETJ) of the City of Cedar Park. Under Texas law, municipal utility districts in such areas, just outside the corporate boundaries of a home-rule city, may be annexed unilaterally by the city under certain circumstances. Unless other arrangements are agreed to, upon annexation a district ceases to exist and its assets, liabilities, and most services are assumed by the annexing city. Residents become subject to the ordinances, regulations, taxes, and fees of the annexing city. In return, residents receive municipal-type services from the city.

This report's draft service plan is written based this study of municipal-type services currently provided to District residents and those provided by the City of Cedar Park to similar areas now within its city limits.

History of WTCMUD #1. In 1984, the City of Cedar Park consented to the creation of Williamson-Travis Counties Municipal Utility District No. 1. Pursuant to a city council resolution, the city and the District entered into an extensive contract regarding the creation of the District, infrastructure construction, the provision of bulk water by the city

to the District, and treatment by the city of normal wastewater from the District. The contract also addresses fire service and plumbing inspection to be provided by the city.



Neighborhood street view with retaining wall (Old Mill Road looking from Gazebo toward District office)

The contract provides that the “...agreement shall terminate at the time all the land within the District has been annexed to the City and the City has assumed all obligations of the District, or after the expiration of thirty years from the date of execution hereof, whichever event occurs first.

An amendment to the agreement was adopted by the District and the city in September 2015, as part of a revision of water and wastewater agreements, extending the term of the consent agreement to 2045.

Barring earlier action by the city or the District, the creation agreement will remain in effect until February 1, 2045.

The District has other contracts with the City of Cedar Park for water supply and wastewater treatment, for fire services, and for plumbing inspections. The terms and timing of these contracts are separate from the creation agreement contact, but may have a bearing on future decisions regarding annexation of the District.

Purposes of Report. The primary purposes of this report, designed to inform residents and to prepare in advance for any annexation efforts by the City of Cedar Park, are to:

- Provide information to the District and its residents regarding municipal annexation and its potential impacts;
- Document the current municipal-type services being provided within the District by the District, by Williamson County, by the City of Cedar Park, and by other service providers, and to complete a draft “Inventory of Municipal-Type Services” currently provided to the residents of WTCMUD1 by the District and other public or private service providers. This is not only to inform residents, but also to get a head start on complete, accurate information that service providers would have only 90 days to provide to the City of Cedar Park, if requested upon initiation of annexation procedures;
- Document municipal-type services provided by the City of Cedar Park to areas and residents within its current annexed boundaries;
- Compare services now provided within the District to services that could be expected from the City of Cedar Park should the District be annexed;
- Offer recommendations regarding services and service standards that District residents should expect if annexed by the city; and

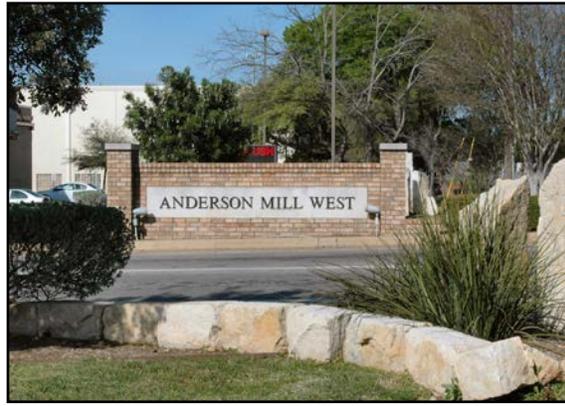
- Examine any alternatives, such a “Strategic Partnership Agreements,” that might be available to District residents if the city initiates annexation proceedings.

Sources: *Agreement Concerning Creation of Williamson-Travis Counties Municipal Utility District No. 1, executed April 10, 1984; First Amendment to Wholesale Water and Wastewater Service Agreement, September 22, 2015; District website*

Chapter 1: Williamson – Travis Counties MUD No. 1

Williamson - Travis Counties MUD No. 1 is located between the cities of Austin and Cedar Park in central Texas. A municipal utility district, created as a political subdivision under Texas state law, WTCMUD1 is regulated by state law, by state administrative rules, and by policies of the governing board of the District.

The Texas Commission on Environmental Quality provides regulation, oversight, inspection, and enforcement of state water and water quality laws applying to the District.



Anderson Mill West - roadway entrance sign

Area and Population

WTCMUD1 serves an area north of Loop 620 near its intersection with Anderson Mill Road. The community is in the extraterritorial jurisdiction of the City of Cedar Park with a major portion lying in Williamson County and a much smaller portion in Travis County.

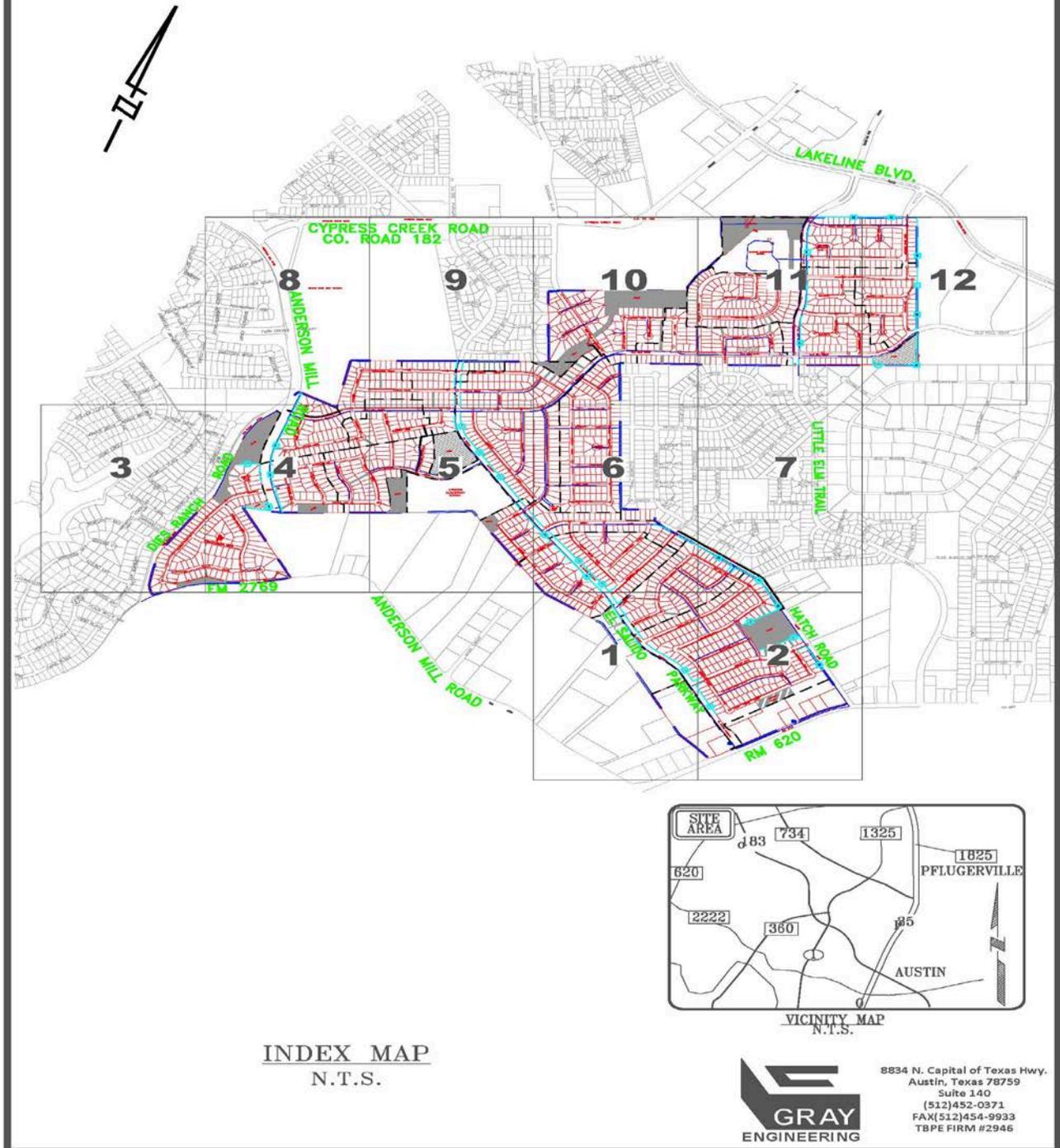
The District covers an approximate 563 acres. Primary neighborhoods within the District’s service area include:

- Anderson Mill West;
- Hunter’s Glenn 1 and 2;
- Lakeline Oaks; and
- Volente Hills.

For the residents of this community, WTCMUD1 serves much like a small city, providing or arranging for police protection, fire service, water supply, wastewater collection, parks, solid waste and recycling, and community upkeep through enforcement of deed restrictions.

Some 5,742 residents are served by WTCMUD1. These MUD residents would become residents of the City of Cedar Park should the city annex the district.

WILLIAMSON-TRAVIS COUNTIES MUD NO. 1 NEIGHBORHOOD AND STREET LIGHTING MAP



H:\Projects\919 WTC\11000 Updated District Map\WTC_MUD1-Booklet-UPDATED.dwg

Sources: District website; population estimate based on June 2017 Severn-Trent records of number of residential water connections times 3.0 persons per residence; Gray Engineering, Inc. map; District records

Overview of WTCMUD No. 1 Services

Most municipal-type services for the residents of WTCMUD1 are provided by the District either directly or by contract with public and private service providers. These include:

- Water distribution services;
- Wastewater collection services;
- Storm water management;
- Drainage services;
- Solid waste and recycling services;
- Fire protection services;
- Enhanced police services;
- Parks and recreation services;
- Deed restriction enforcement;
- Security lighting; and
- Community meeting facilities.



Crew foreman speaking with residents

Separately, Williamson and Travis Counties provide emergency medical services, road and street maintenance, and police protection.

The District also provides management and administrative services, utility billing and collection services, utility meter installation and maintenance, and customer assistance.

The Board of Directors of WTCMUD1 has chosen to contract with private enterprise for the general management and utility operations of the District.

Under this agreement, Severn Trent Environmental Services provides management services to the District which include:

- **General Management Services** including serving as general manager and operator and providing management and administrative staff services involving qualified administrative, maintenance, and operations personnel.



Severn-Trent's management's services include:

- **District Communications Services** to include timely response to resident inquiries and complaints, tracking all complaints and inquiries, responding to requests for information, operating a 24-hour-per-day district telephone dispatch service, and filing of routine reports;

- **Preparation for and Attendance at Monthly District Board Meetings** including preparing agenda packets, staffing board meetings, and preparing and presenting various monthly reports to the board;
- **Preparation of District Population Estimates and Total Service Connections** to be submitted to the board as an item in monthly reports;
- **Coordination of District Activities** including carrying out board directives, coordinating with neighboring municipalities and districts, and coordinating with district advisors such as engineers, accountants, and attorneys;
- **Financial Services** including budgeting, accounting, financial reporting, and assisting the District's independent auditor;
- **Utility Administration** including meter installation, testing, maintenance, and repair; utility meter reading, billing, and collections; and utility rate analysis;
- **Utility Systems Operations and Maintenance** including system operations, inspection, maintenance, and testing;
- **Parks and Drainage Areas** inspections, operations, and maintenance including oversight of the performance of the District's landscaping contractor;
- **Provision of Assistance with District Construction Projects** including planning, coordination, and inspections; and
- **Optional Services** including major projects or supplemental services as authorized by the District's Board of Directors.

Separately, the district receives legal, financial advisory, and audit services through contracts with individuals and firms.



Source(s): Amended Management Services Agreement, Williamson – Travis Counties Municipal Utility District No. 1 and Severn Trent Environmental Services, Inc., October 1, 2014; Amended agreement for accounting services with Severn Trent effective October 1, 2014; District amended budget adopted for 2016-2017; Williamson-Travis Counties Municipal Utility District Independent Audit for the Year Ended September 30, 2016 (Maxwell, Locke, and Ritter); and contracted legal services by Willatt and Flickinger, PLLC.

District Finances

Williamson-Travis Counties MUD No. 1's fiscal year begins on October 1 of each year and ends on September 30.

Primary revenue sources for the District are water and sewer system service fees, solid waste fees, property tax collections, and fire service fees.

The District began its 2016-17 fiscal year with assets of \$16.2 million of which \$12.7 million was the value of capital assets such as land, water, and sewer facilities; parks; and other property assets. Liabilities stood at \$4.2 million, of which \$1.6 million was short-term liabilities and \$3.5 million was in general obligation bonds payable to bond holders.

During 2016-17, the District paid just over \$1 million to retire debt and pay related interest.

Revenues and expenditures of the District are accounted for through:

- A General Fund for operating revenue and expenditures;
- A Debt Service Fund to account for payments on outstanding district bonds, discussed above; and
- A Capital Projects account to track capital improvements such as park facilities, lift stations, detention ponds, and similar capital items.

Overall Planned Revenues and Expenditures. For its 2016-17 fiscal year, the District expects to receive \$3.63 million in total revenues. Of this amount, \$2.28 million will come from water and sewer system revenues and various fees, including fire protection fees. About \$1.32 million of income is expected from property tax revenues.

Property tax collections include revenues for operating expenses and for pay-off of bonded indebtedness. For 2016-17, the adopted property tax rate is shown below.

Property Tax Components	Rate Per \$100 Valuation
Operations and Maintenance	\$0.30
Debt Service	\$0.20
Total	\$0.50

General Fund

Operating Budget. For 2016-17, the District has budgeted for \$3.6 million in operating revenues against \$3.9 million in planned expenses. Any difference between revenue and expenses will be made up from existing fund balances.

Major 2016-17 budgeted operating fund revenue sources include:

Water Services Fees	\$ 789,115
Sewer Services Fees	\$ 402,318
Fire Protection Fees	\$ 543,597
Basic Service Fees	\$ 565,533
Property Taxes	\$1,323,249

Significant areas of 2016-17 budgeted operating expenses for the District are as follows:

Bulk Water Purchases:	\$ 699,810
Bulk Sewer Purchases	\$ 437,424
Garbage Collection	\$ 375,847
Fire Protection Fees	\$ 543,597
Mgt. Services – Deed Restrictions	\$ 63,480
System Maintenance:	
(parks, sidewalks, W&WW)	\$ 394,750
Management Services	\$ 290,532
Mowing/Landscaping	\$ 123,596
Security Patrols	\$ 43,200
Parks Operations	\$ 64,320
CIP/Major Projects	\$ 447,090
Parks Maintenance	\$ 59,300
Storm Water Maintenance	\$ 85,000
Water System Maintenance	\$ 81,550
Sewer System Maintenance	\$ 44,500
Lift Station Maintenance	\$ 34,500

Capital Projects Account

2016-2017 Capital Improvement Projects include:

Detention Pond Improvements	\$ 165,400
Community Center Upgrades	\$ 98,274
Sidewalks Upgrades	\$ 33,220

Debt Service Fund

Long-Term Debt. Voters originally authorized the District to issue a total of \$25.8 million in bonds to finance capital projects such as the District’s water and sewer system, parks, fences, and detention ponds. These General Obligation Bonds are backed by property taxes and water and sewer system revenues.

To date, the District has issued \$19.9 million in bonded indebtedness for its facilities. At September 30, 2016, the District had a remaining \$5.9 million in authorized, but unissued, bonds.

The District’s debt service fund is used to pay off long-term debt. Payments of principal and interest on District bonds are scheduled annually. The schedule for payoff of District debts runs through 2023, with all but about \$381,800 paid off by the year 2021.

For 2017, the total debt service plus interest to be paid is \$1,072,575.

Sources: District 2016-17 amended adopted budget approved January 18, 2017; Williamson-Travis Counties Municipal Utility District Independent Audit for the Year Ended September 30, 2016(Maxwell, Locke, and Ritter); District Website.



Tennis facilities in neighborhood park



WTCMUDI Services – work crew

Tax and Fee Comparisons: WTCMUD1 and City of Cedar Park

The chart below compares taxes and fees of the District and the City of Cedar Park in 2017. This is for the purpose of allowing residents to compare typical tax and fee amounts of each entity. **Williamson-Travis Counties MUD 1**
2017 Tax and Fee Comparison with City of Cedar Park

Home Value: \$300,000 (w/o Exemptions)	Rate x 12 months	Annual Cost	
		WTCMUD1	Cedar Park
Property Tax/\$100 Valuation	Annual Calculation		
WTCMUD1	\$0.50	\$1,500	
Cedar Park	\$0.47		\$1,410
Water - 13,000 gal/mo	Annual Calculation		
WTCMUD1	\$4.66/1,000 gal - 10,000 gal; \$5.60/1,000 gal for next 5,000 gal; \$6.71/1000 gal above \$15,000 gal. x 12 months	\$760.80 (includes solid waste)	
Cedar Park	Base - \$17.77/mo. For 1st 2,000 gal; \$3.63 for 2,001 to 10,000 gal; \$4.36 for 10,001- 15,000 gal; \$5.23 for greater than 15,000 gal x 12 mo.		\$718.68
Wastewater - 9,000 gal/mo	Annual Calculation		
WTCMUD1	\$3.62/1,000 gal x 9 x 12 months	\$390.96	
Cedar Park	Base - \$21.70/mo 1st 2,000 gal; \$3.99 per 1000 above base x 12 mo.		\$595.56
Basic Services Fee	\$25.00/mo.	\$300.00	\$0.00
Solid Waste	Annual Calculation		
WTCMUD1	\$0.00/mo*	\$0.00*	
Cedar Park	\$19.43/mo. including sales tax. x 12 mo.		\$233.16
Fire Protection Fee	Annual Calculation		
WTCMUD1	\$22.66/mo. x 1 rate unit (5/8 th) meter/ mo. = \$22.66 x 12	\$271.92	
Cedar Park	\$0.00/mo. **		\$0.00**
Annual Total – All Taxes and Fees		<u>\$2,923.00</u>	<u>\$2,957.40</u>

* Included in basic utilities service fee.

** Included in city taxes.

Sources: WTCMUD1 2017-17 Tax Rate Order; District 2016-17 amended adopted budget approved January 18, 2017; Williamson-Travis Counties Municipal Utility District Independent Audit for the Year Ended September 30, 2016(Maxwell, Locke, and Ritter); District Website; District Order Establishing Water and Wastewater Service Rates; District Website; City of Cedar Park Website re. Utility Rates for 2017; City of Cedar Park 2016-2017 Adopted Budget; Gray Engineering, Inc.



Chapter 2: State Annexation Requirements

Requirements for Unilateral Municipal Annexation

Should the City of Cedar Park decide to annex WTCMUD1 for full purposes, certain legal processes and required service levels must be observed. (See *Texas Local Government Code, Chapter 43, Subchapter 3, Municipal Annexation.*)

Process Requirements. Among the requirements that the City must address when annexing an area like WTCMUD1, where there are 100 or more tracts of land upon which dwellings are constructed, and where no other specific exemptions apply, are the following:



Hunter's Glenn neighborhood entrance

1. Include the area in a Municipal Annexation Plan three years ahead of the earliest date upon which annexation will take place;

2. Notify each property owner in the district as well as each public and private entity providing services to the district before the 90th day after adoption of an annexation plan;

3. Request providers of public services in the area proposed for annexation to submit, within 90 days or less, an inventory of the services each such private or public entity provides in the area

to include utility infrastructure physical condition and operational and maintenance costs. For police, fire, and EMS services, the inventory must include dispatch and delivery times, a schedule of equipment, a staffing schedule to include training levels, and a summary of capital and operating expenses;

4. Compile a comprehensive inventory of the services and facilities which are currently provided by public or private entities, directly or by contract, in the area to be annexed;
5. Complete a Service Plan that provides for the extension of full municipal services to the area by any of the methods by which it extends the services to any other area of the municipality;
6. Make the proposed Service Plan available for public inspection;
7. Hold at least two public hearings on the proposed annexation, one of which must be held in, or in close proximity to, the area proposed to be annexed if requested by 20 residents of the area;



Volente Hills neighborhood entrance

8. Negotiate with a district, regarding the services to be provided to the area after annexation or for the provision of services to the area in lieu of annexation, subject to possible arbitration; and
9. Implement the Service Plan which, upon approval, becomes a 10-year contractual agreement, although it can be amended by the city if it follows requirements for hearings and other procedural safeguards.

A city may remove an area from its Municipal Annexation Plan at any point in the process of considering annexation.

Also, additional special provisions of law apply to the annexation by a city of a utility district, like WTCMUD1, which lies in the extraterritorial jurisdiction of only one city. The municipality:

1. May not annex any part of the municipal utility district unless it annexes the entire District;
2. Must assume all the assets, debts, and liabilities of the District;
3. Shall take over all the property and other assets of the District; and
4. Shall perform all the functions of the District, including the provision of services.

Services Required. If WTCMUD1 were to be annexed for full purposes, the city would be legally required to provide specified services, some immediately, and others within two and one-half years (unless determined not to be feasible, in which case the deadline becomes four and one-half years).

If the city provides any of the following services within the corporate boundaries of the municipality before annexation, it must provide the services in the area proposed for annexation **immediately upon the effective date of the annexation of the area:**



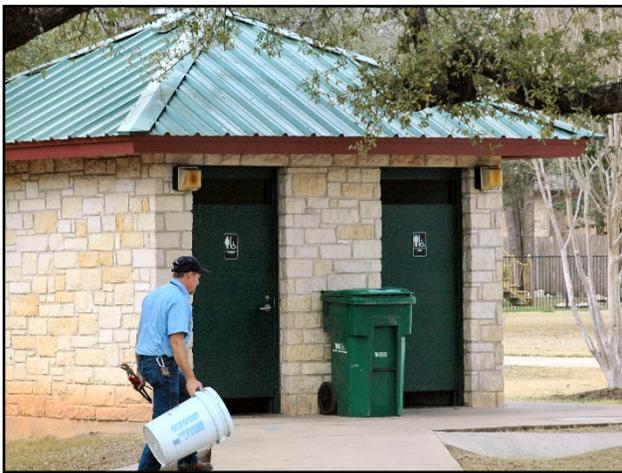
Neighborhood playground area

1. Police protection;
2. Fire protection;
3. Emergency medical services;
4. Solid waste collection (two years in some cases);
5. Operation and maintenance of water and wastewater facilities in the annexed area that are not within the service area of another water or wastewater utility;
6. Operation and maintenance of roads and streets, including road and street lighting;
7. Operation and maintenance of parks, playgrounds, and swimming pools; and
8. Operation and maintenance of any other publicly owned facility, building, or service.

In the case of solid waste, the city may not prohibit the collection of solid waste in the area by a privately owned solid waste management service provider, or charge a fee to a resident who continues to use a private provider, for two years following annexation. This means that the city may have two years following annexation before it must provide city solid waste collection and before it can receive revenue for these services. (This provision probably does not apply to WTCMUD1 where the District, not individual homeowners, contracts for provision of solid waste services from a private provider.)

The city can provide services by any of the methods by which it extends the services to any other area of the municipality.

Service Level Requirements. Under state law, a series of standards determine the level of services that Cedar Park would need to provide through its Annexation Service Plan if it were to annex WTCMUD1. These standards can be summarized as follows:



Neighborhood park restroom maintenance

- The city may not provide services to WTCMUD1 in a manner that would have the effect of reducing by more than a **negligible** amount the level of fire and police protection and emergency medical services provided within the corporate boundaries of the municipality before annexation.

- Where WTCMUD1 has a **lower level** of services, infrastructure, and infrastructure maintenance than the level of services, infrastructure, and infrastructure maintenance that is provided within the city, the Annexation Service Plan must provide the annexation area with a level of services,

infrastructure, and infrastructure maintenance that is **comparable** to the level of services, infrastructure, and infrastructure maintenance available in other parts of the city with similar topography, land use, and population density.

- Where WTCMUD1 has a level of services, infrastructure, and infrastructure maintenance **equal to the level of services**, infrastructure, and infrastructure maintenance provided by the city within its boundaries, the Annexation Service Plan must **maintain that same level** of services, infrastructure, and infrastructure maintenance.
- **Capital improvements** adequate to serve the annexed area may be scheduled over the period of the service plan, which is typically 10 years.



Public Information District Notice

Strategic Partnership Agreements

In 1999, authority for strategic partnership agreements was added to the annexation provisions of the Texas Local Government Code under which a district and an annexing city may enter into a written strategic partnership agreement. If the city initiates full-purpose annexation of the District and has held the first of the two required public hearings, the District may then request in writing that the city negotiate and enter into a strategic partnership agreement. If properly requested in writing by the District, the city must negotiate and enter into a strategic partnership agreement.



Greenbelt area

A strategic partnership agreement can provide for a wide range of partnerships to include:

- Limited-annexation of the District; or
- Full-purpose annexation of commercial property within the District; or
- Full-purpose annexation of the entire District on terms acceptable to the city and the District; or
- Conversion of the District (or part of the territory of a District) to a Limited District for a specified period to provide selected services, such as parks and recreation and deed restriction enforcement; or
- Continuation and/or modification of existing agreements with public and private service providers of the District; or
- Contain specific provisions such as payments by the city for services provided to it by the district and for annexation of commercial properties in lieu of residential properties; or
- Include other lawful terms agreed to by the parties.

In addition, a strategic partnership may establish a date for full-purpose annexation after which full-purpose annexation occurs without further action by the city. Provisions can be included in a strategic partnership agreement that, prior to full-purpose annexation, a District may not incur additional debt, liabilities, or obligations; construct additional utility facilities; or sell or otherwise transfer property without prior approval by the city.

If a Limited District is created, the strategic partnership agreement can establish a term for which the Limited District shall exist after full-purpose annexation. The term, which may be up to 10 years, can be renewed, but no original agreement or renewal can normally exceed 10 years.

When creating a Limited District, the strategic partnership agreement must establish the functions of the Limited District, the boundaries, and the name by which the Limited District will be known. It must also include provisions by which the Limited District may be dissolved prior to the expiration of any term established by the agreement.

If a city and a district cannot reach agreement on the terms of a strategic partnership agreement, either party may request the appointment of an arbitrator to resolve issues in dispute.

Sources: *Sections 43.0751 and 43.0752 Texas Local Government Code*

Chapter 3: Inventory of Municipal-Type Services Provided Within Williamson-Travis Counties Municipal Utility District No. 1

August 12, 2017

As addressed in Chapter 2, “State Annexation Requirements,” one of the first duties placed on an annexing city by state law is that, should the city plan a non-voluntary annexation of a municipal utility district, it must prepare an inventory of municipal-type services provided in the proposed annexation area by public and private service providers.

Typically, a city sends out requests to public and private service providers asking each for information about services they provide in the annexation area. Responses may be brief or detailed. If a service provider does not provide the required information, there is no penalty, and the city is not obligated to include information on that service in the required inventory.

The following inventory of municipal-type services now received by the residents of WTCMUD1 is included to inform residents and to provide a base of information for use by the District Should Cedar Park initiate a unilateral annexation of the District. The inventory of municipal-type services provided within WTCMUD No.1 should include those services provided, or arranged for directly, by the District and those provided by other service entities such as Williamson and Travis Counties.

The “Inventory of Municipal-type Services” below includes details about services currently provided to residents of WTCMUD1 along with names of current service providers and the sources for each provider’s information.

PUBLIC SAFETY

Police Protection

Basic Police Services. The residents of WTCMUD1 receive police services from Williamson County and Travis County in the same fashion as these services are provided to other residents in unincorporated areas of the counties.

Regular police service providers are county patrol deputies. In each county, this usually means one (1) deputy per shift patrolling an area substantially larger than WTCMUD1. Williamson County Constable Precinct 2 is much larger than the District. The Travis County portion of the District (the western sections of Anderson Mill West and Volente Hills) is served by the West Command of the Travis County Sheriff’s Department which covers most of the Highland Lakes in Travis County.

Response time for deputies is dependent upon where in the larger patrol districts a patrol car is located when the call for service is received.

Enhanced Police Services. For enhanced police services, the District employs 3 part-time officers from the office of Williamson County Constable Precinct 2 and a Williamson County Sheriff's Deputy.

These officers devote between 80 and 100 hours per month to provide additional security services including checking all District facilities; patrolling parks and school zones; patrolling streets for traffic violations; investigating drug activities and suspicious persons; conducting radar operations and stops; and providing back-up to other policing units.

Vehicle expenses are paid for through District contracts with the Sheriff and Constable.

Financial Implications of Annexation. If the District were to be annexed by Cedar Park, the full cost of police services would fall on the City. Williamson and Travis County would see a drop in service demand. Williamson County law enforcement agencies would lose more than \$50,000 in revenue paid by the District for enhanced law enforcement services.



Williamson County Sheriff's vehicle

Source(s): *Williamson County Precinct 2 staff, Lt. Kevin Thomas, and website; ongoing WTCMUD1 contracts with the Williamson County Sheriff, January 1, 2017 through September 30, 2018; WTCMUD, contract with Williamson County Constable Precinct 2, January 20, 2015 through September 30, 2018; WTCMUD1 adopted 2016-2017 budget; Field visits*

Fire Protection

WTCMUD1 contracts with the City of Cedar Park to provide fire services for residents of the District and for the District's buildings and facilities. Services provided under this contract, and paid for by the District, include fire suppression, emergency medical first-responder services, and rescue services. The emergency medical services referenced are

first responder services by fire personnel. Paramedic level treatment and transport is provided by Williamson County Emergency Medical Services. Hazmat services also are a part of the department's services.

Nearest Station. Initial response to calls from within WTCMUD1 is from Cedar Park Fire Station No. 2 which is approximately 0.9 miles from a central point in the District at Old Mill Road and Aster Pass.



Fire services vehicle in route on a neighborhood street

Fire Station No. 2 has minimum staffing of five certified firefighters at all times (24-hours a day/7-days a week). The station operates with three shifts – A, B, and C. Each shift has regularly assigned to it:

- 1 Lieutenant
- 1 Engineer
- 3 Firefighters

Equipment at Fire Station No. 2 is as follows:

- 1 Quint Fire Truck – a combination ladder and pumper truck with a 75-ft. ladder
- 1 Back-up fire engine
- 1 Brush Truck

Other Cedar Park Fire Stations are similarly equipped.

During weekday regular hours, a Training Battalion Chief and vehicle are located at the station.



City of Cedar Park Fire Station 2

Response Times. In 2016, the Cedar Park Fire Department responded to 202 calls for service within WTCMUD1. Just over 80 percent of these calls were for rescue and first-responder EMS calls. The breakdown of calls is shown on the following page:

Call Category	Count	Percentage
False Alarm and False Call	4	1.98%
Fire	4	1.98%
Good Intent Call	18	8.91%
Hazardous Condition (No Fire)	4	1.98%
Rescue and Emergency Medical Service (EMS)	163	80.69%
Service Call	8	3.96%
Severe Weather and Natural Disaster	1	0.50%

Total response time (pick-up at dispatch to arrival on scene) in 2016 was as follows:

50th Percentile (Median): 6:21 minutes
90th Percentile: 9:12 minutes

Emergency Medical Services

Advanced Emergency Medical Services (EMS) are provided within the District by Williamson County Emergency Medical Services (WCEMS) and by Austin-Travis County Emergency Medical Services.

Most of the District's area is served by Williamson County EMS, with a smaller section, including Volente Hills, served by Austin-Travis County EMS.



Williamson County Emergency Medical Services vehicle

Williamson County. Williamson County Emergency Medical Service (WCEMS) is available throughout the county from 18 EMS units. One primary ambulance serves each area with 10 back-up units available. Response to calls is provided by Mobile Intensive Care Unit ambulances, each staffed with two paramedics.

EMS units rove in order to meet demand. However, WCEMS Medic 21 unit is stationed at Cedar Park Fire Station No. 2, just outside the District, weekdays from 7 A.M. to 7 P.M., seven (7) days per week. Medic 52 is located on Anderson Mill Lane at Parmer Lane. Medic Unit 24 is located west of WTCMUD1.

Response Times. Emergency response time for William County EMS is an overall six and one-half (6.5) minutes.

Equipment. The WCEMS Medic Units are Mobile Intensive Care Units which are Ford F-350's with patient compartments and medical equipment.

WCEMS does not operate a medical helicopter. Third party helicopter services are used based on proximity, ability to carry the number of patients from a scene, and availability.

Staffing. WCEMS operates with a staff compliment of about 120. Uniformed personnel include the Director, Deputy Director, Commanders, and Paramedics. Each Medic Unit is staffed by 2 Paramedics.

Austin-Travis County. EMS services for the small portion of WTCMUD1 that is within Travis County are provided by the Austin-Travis County Emergency Medical Services Department (A/TCEMS) which is a county-wide service operated by the City of Austin and Travis County. The department is an all "Advanced Life Support" provider staffed with medics certified from the Emergency Medical Technician level through the Paramedic level.

The A/TCEMS unit located closest to the Travis County portion of Williamson-Travis Counties MUD 1 are Medic 19, located at 10111 Anderson Mill Road, and Medic 27, located at 10041 Lake Creek Parkway. However, A/TCEMS uses a mobile service provider system where units are moved around an area depending upon time of day, traffic patterns, and workload criteria. As a result, units are often dispatched from points other than their home station.

The response time goal for Priority 1 emergency calls is just under 10 minutes. A/TEMS meets its on-time compliance goal about 95 percent of the time.

Financial Implications of Annexation. Williamson County EMS Service is a county government entity. It operates county-wide and is financed through the county. This arrangement would not change if WTCMUD1 were annexed. The financing source would remain the same. Austin-Travis County EMS services to Volente Hills would not be expected to change unless an intergovernmental agreement was arranged.

Sources: Williamson County EMS website; Austin-Travis County EMS website; City of Austin Performance Report; Mike Kenipstein, Williamson County EMS.

SOLID WASTE AND RECYCLING SERVICES

Solid waste and recycling services are provided to residents of the District through a contractor hired by the District. Currently, the contract for these services is held by Waste Management of Texas, Inc., under a five-year contract effective May 1, 2014.

Solid Waste Services. The contractor provides residents with 92-gallon roll-out carts for residential solid waste and smaller bins for recycling. Solid wastes and recycling are picked up weekly.

In addition, at no additional charge, the contractor's weekly pickups extend to other items placed at curbside by residents including large and bulky items. The once per week bulk collection includes white goods, furniture, and brush.

Special provision is made for the contractor to provide waste collection in District parks and on a community cleanup day:

- Parks are provided roll-out cards and weekly pick-up at no charge to the district; and
- Annual Clean-up Day in the District is supported by the contractor through the provision of dumpsters, staffing, and dumpster pickup. Up to five dumpsters are provided without cost to the District; additional dumpster services can be added by the District at a price fixed in the contract as \$350 per container.

Recycling Services. The contractor provides recycling services to residents of the district every week. Pick up includes glass, plastics, aluminum and steel cans, corrugated paper, mixed paper, and newsprint.

Also, the contractor is required to schedule, publicize, and conduct ongoing recycling education programs for District residents.

Equipment. Equipment used by the contractor is required to be safe and in working condition with no leakage of oil, hydraulic fluids, or other substances. Vehicles are also to be covered so as not to produce litter.

Staffing. Drivers utilized by the contractor are licensed and required to observe all traffic laws.



*Waste Management Inc.
collection truck*

Rates. As of February 2016, the WTCMUD1 rate for garbage and recycling is \$15.16 per month, with seniors paying \$13.19 per month.

Other Performance Information. Other performance requirements placed on the contractor by the District include:

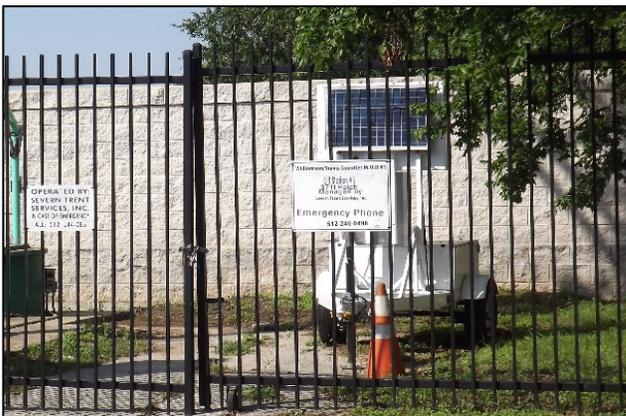
- Missed trash to be picked up within one business day of notice;
- Hydraulic leaks or spills to be remediated within one day of notice by the District;
- Excessive spills of garbage materials to be remediated; and
- Customer complaints to be addressed promptly.

Financial Implications of Annexation. Under a provision of state law, for two years following annexation the current contractual arrangement would stay in effect with periodic rate adjustments as provided for in the District’s contract. Alternatively, should the contract be terminated, residents would begin to pay the Cedar Park rate, which in 2017 is \$17.95 plus \$1.48 in sales tax (total of \$19.43) per month for each residence regardless of age of the resident (no discount for age 65 and older). The Cedar Park rate would be an increase of \$4.27 per month. Seniors would pay an additional \$6.24 per month.

Sources: WTCMUD1 garbage and recycling contract dated May 1, 2014; WTCMUD1 website; City of Cedar Park website; Mr. Bismarck Meza, City of Cedar Park Utility Billing Department; Field Visit

WATER AND WASTEWATER SERVICES

Water. Williamson- Travis Counties MUD No. 1 purchases bulk treated drinking water from the City of Cedar Park. Water is delivered to the District through master meters then delivered retail to District residents through the District’s water distribution system.



Public Information Notice for Water and Wastewater Services

Related services by the District include installation and monitoring of water meters; maintenance and repair of distribution lines; and maintenance and repair of meters, pumps, and other equipment.

Water Distribution System. The District has a contract with the City of Cedar Park to deliver up to 1.655 million gallons per day of potable water from the city. The contract **expires** at such time as the city annexes the District or on April 10, 2045, whichever occurs first.

The District water distribution system consists of six-inch to 12-inch water lines as well as various valves, fittings, and flush valves. Fire hydrants throughout the District are part of the system.

Wastewater Collection and Treatment. Wastewater collection is provided by Williamson-Travis Counties MUD No.1. Wastewater from District residences and businesses is collected through a District-wide collection system composed of 8-inch through 27-inch diameter wastewater lines, manholes, and system-related services.

Wastewater from the District is transmitted to City of Cedar Park wastewater plants for treatment.

Water and Wastewater Rates.

WTCMUD1 water rates for residential services are as follows:

- \$4.66 per 1000 gallons for the first 10,000 gallons;
- \$5.60 per 1000 gallons for 10,001 gallons to 15,000 gallons; and
- \$6.71 per 1000 gallons for \$15, 001 gallons and above.

The District wastewater rate is \$3.62 per 1000 gallons of water used.

Performance Indicators. Water is sold to the District in bulk by the City of Cedar Park; bulk water is from a “Superior” rated system that meets or exceeds all federal and state drinking water standards; the District’s system provides water to customers at between 40 and 60 pounds per square inch (psi), well above the state’s minimum requirements. Water quality is tested extensively at the Cedar Park treatment plant. In addition, the District does additional testing including testing for disinfection byproducts, lead, and copper.

Financial Implications of Annexation. Costs of operating the water distribution and wastewater collection systems in the District would shift to the City of Cedar Park, as would associated revenues from customers.

***Source(s):** Whole Sale Water and Wastewater Agreement between the City of Cedar Park and Williamson-Travis Counties Municipal Utility District No. 1, and first amendment thereto; WTCMUD1 website; Amended Management Agreement, Williamson – Travis Counties Municipal Utility District No. 1 and Severn Trent Environmental Services, Inc. effective October 1, 2014; Field visits*

ROADS, STREETS AND STREET LIGHTING

Roads and Streets. Residential streets and thoroughfares in the District are constructed to urban standards and maintained in most areas of the District by Williamson County with a smaller area maintained by Travis County.

In the Williamson County portion of the District, WTCMUD1 maintains and the extensive system of District sidewalks in residential streets and thoroughfares. In the Travis County portion the county maintains sidewalks.

Services. In the Williamson County portions of the county operates its roads and bridges through a unified road program run by a county Road Administrator. Services include:

- Construction and reconstruction of roads and streets accepted by the county;
- Crack sealing;
- Street shoulder repair;
- Street resurfacing;
- Right-of-way mowing and maintenance;
- Traffic signage and street striping;
- Replacement of traffic and street signs;
- Drainage maintenance directly related to roadways (such as clearance of obstructions from drainage inlets on streets);
- Pothole repair;
- Brush clearance, especially where it affects traffic line-of-sight
- Tree and trash removal from streets and rights-of-way.

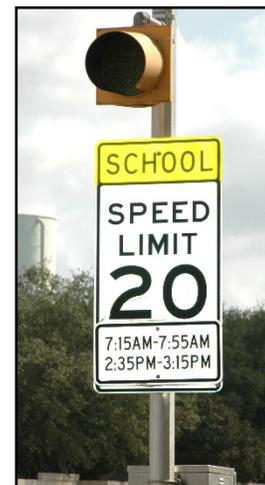


Roadway Construction and Maintenance standards

Calls for services are responded to on a work order system that, for minor requests, works on a first-come first-served basis and can take up to 30 days. For major repairs or repairs involving safety, the county responds as quickly as possible, usually within 24 hours.

Repairs or replacements to traffic regulatory signs that involve public safety are given priority for quick response.

In Williamson County's adopted budget, the budget officer notes in the budget message that the county is significantly behind on county road maintenance and on the maintenance of subdivision streets.



Traffic and street signage

Travis County follows a similar process and provides similar services. The portion of WTCMUD1 in Travis County receives road, bridge, right-of-way maintenance, and other services from Travis County's Engineer/Road and Bridge organization within its Transportation and Natural Resources Department.

Response Time and Schedules. Williamson County Road and Bridge Department uses a work order system for scheduling road and street maintenance requests. High priority is given to safety-related requests.

Travis County responds to road and street requests in a similar manner as Williamson County. For matters related to traffic signs and devices, the county's standard provides emergency responses within 2 hours; response to regulatory device requests within 5 days; and to non-regulatory signs within 10 days.

Financial Implications of Annexation. Should WTCMUD1 be annexed, the City of Cedar Park would be responsible for sidewalk repairs for which the District has budgeted \$40,000 in 2017. The city would assume from Williamson and Travis Counties the responsibilities and costs for road and street maintenance, traffic signs, pick-up of dead animals, brush clearance along streets and bridges, and similar services.

Street Security Lighting. Security lighting in the District is provided and maintained by Pedernales Electric Cooperative and paid for by WTCMUD1.

Financial Implications of Annexation. If WTCMUD1 were to be annexed, Pedernales Electric Cooperative would continue to provide and maintain street lighting, but the approximate annual cost of about \$40,000 would shift to the City of Cedar Park.

Sources: Williamson County Adopted Budget, Fiscal Year October 1, 2016 – September 30, 2017; Williamson County Engineer/Road Administrator's Website; Williamson County Website; Travis County Road and Bridge website; Travis County Website; Travis County Transportation and Natural Resources Department, Road and Bridge Work Plan and Goals, 2017; Field Visits

CODE ENFORCEMENT AND DEED RESTRICTIONS

Williamson-Travis Counties MUD No. 1 seeks to protect the health and safety of its residents and property values in the District and of its assets through code enforcement and deed restriction actions.

The District cooperates with Williamson and Travis counties regarding violations of county health and safety regulations. In a similar manner, it cooperates with the City of Cedar Park regarding health and safety codes that the city can enforce in its extraterritorial jurisdiction, which includes the territory of the District.

The primary direct activity by the District involves the enforcement of deed restrictions throughout the territory of the District.

Examples of deed restriction provisions that are enforced by the District include the following:

- Land use and building types;
- Architectural requirements;
- Construction approvals including dwelling size, easements, and setbacks;
- Prohibitions of hazardous and nuisance activities;
- Subdivision restrictions;
- Prohibition of dangerous animals, livestock, and poultry;
- Restrictions on oil and mining operations;
- Restrictions on temporary structures; and
- Prohibitions related to visible boats, trailers, and commercial trucks.

In addition to the District Board of Directors, a board-appointed Deed Restriction Committee meets monthly to review issues and complaints related to the enforcement of restrictive covenants in the various neighborhoods of the District.

The conduct of deed restriction inspections, reporting, and the filing of complaints is contracted by the Board of Directors to an independent contractor. RealManage, LLC, is the current contractor.

RealManage implements the District's restrictive covenant enforcement in accordance with the District's rules and at the direction of the Board of Directors. This includes the design and operation of a software system that documents restrictive covenant violations and enforcement matters.

Major activities in the District's deed restriction enforcement program include:

- Receive and respond to residents' inquiries, complaints and concerns not later than the end of the next business day;
- Monitor and track all residents' complaints and inquiries and report monthly;
- Inspect the entire service area 26 times per year (approximately once every two weeks);

- Process all violations of District enforcement rules, which includes issuance and monitoring compliance with Notices of Violation;
- Present to the District billing office monthly lists of fines to be assessed on utility statements;
- Create and maintain a database of deed restrictions;
- Meet monthly with the Deed Restriction Committee and prepare its minutes; and
- Provide informational materials for posting on the District's website.

The District, by policy, places revenues from deed restriction fines into an account. A neighborhood with a proposed improvement project can apply to the District for project grants the account which are then payed for from the fines that have been collected in the neighborhood receiving the grant.

Financial Implications of Annexation. The City of Cedar Park does not enforce deed restrictions. If WTCMUD1 were to be annexed unilaterally by the city, the annual \$63,000 cost of deed restriction enforcement would need to shift to homeowners' associations or to some other entity as would the costs associated with collection of deed restriction fines now handled through the District's utility billing process. Costs will also include legal and administrative expenses.

Sources: WTCMUD1 Rules Governing Violations of Deed Restrictions 2017; District Restrictive Covenant Management Agreement with RealManage LLC, 2014 as renewed; District website; Field visits

PARKS AND PONDS

Williamson-Travis Counties MUD No. 1 owns and operates a system of parks and ponds many of which include playgrounds. The district provides extensive land-scaping and

landscape maintenance for parks, ponds, and for other public places including medians, rights-of-ways, corners of major intersections, and drainage areas.

Parks

Principal parks and playgrounds include:

- Anderson Mill West Park;
- The Park at Lakeline Oaks;
- Sunchase Park;
- Volente Hills Park;
- Aster Pass Park; and
- Old Mill Park.

Stand-alone Park Facilities and Equipment. Key District parks and playgrounds contain facilities and equipment as follows:

	Anderson Mill West Park	The Park at Lakeline Oaks	Sunchase Park	Volente Hills Park	Aster Pass Park	Old Mill Park
Large Pavilion	•	•				
Restrooms	•	•				
Picnic Tables	•	•	•	•		
Barbeque Pits	•	•				
Benches	•	•	•	•	•	
Water Fountains	•	•				
Walking Path	•	•	•	•	•	
Children's Playscapes Ages 2-5 Age 6 and Above	•	•	•	•	•	
Swings				•		
Extensive Children's Playground	•					
Basketball Court	•	•				
Lighted Tennis Courts	•	•				
Gazebo	•	•				•
Arbor			•			

At **Sunchase Park**, the District has extended a pathway from Makenzie Lane to the park. The park features a horse shoe pitch area.

Aster Pass Park is the only park in the District designed as a space for small children. It is gated and has playscapes for children ages two to five, a walking path, stone benches, bushes, trees, and landscaping.

Old Mill Park is a pocket park with a distinctive gazebo, trees, and open space.



Lavender Bushes at Aster Pass Pond

The District provides special holiday lighting at The Park at Lakeline Oaks and Anderson Mill West Park. Lighting purchased by the District is stored by a private provider that also puts up the lighting and takes it down.

Anderson Mill Park features a Bocce Ball Court in addition to the numerous amenities listed in the table above. It also includes a volley ball court.

DETENTION PONDS

Ponds with Amenities

Anderson Mill West Pond features a walking trail which loops the pond. In addition, an area on the embankment features a picnic table, barbeque stands, swings, and stone benches.



Pergola at Madeline Loop Pond

Aster Pass Pond features extensive tree and landscape plantings. A deck overlooks the pond and a walking trail loops the pond. This pond, which has been beautified, is located at the corner of Aster Pass and Blazing Star Trail. It provides tranquil settings among trees and plants.

Hatch Pond is a large pond located between Hatch Road and Yequa Creek Road. It has been beautified and amenities added to include four sports fields with backstops used for baseball, soccer, and kickball. A 1/3-mile-long walking trail loops the pond. In addition, an area on the embankment of the pond is equipped with a picnic table, swings, stone benches, an exercise station, and a tetherball area.

London Lane Pond features a fully-fenced dog run. A picnic table is provided with fresh water for dogs.

Madeline Loop Pond amenities include a looped walking trail, a pergola with two picnic tables, 3 exercise stations, landscaping, and multiple rock benches along the trail. Madeline Loop Pond includes a large grassy area that is maintained by the District.

Other Maintained Areas

In addition to named parks and ponds, areas and roadways receiving landscape maintenance include, but are not limited to, the following:

El Salido Entryway	El Salido Parkway
Old Mill Channel	Lift Station/Vestavia Cul-de-sac
Petunia Easement	Old Mill Road. Easement
Kirsten Lane Easement	Brighton Bend Easement
Brianna Wood Triangle	Shannon Meadow Trail Easement
Anderson Mill Road/Median	

The District maintains landscaping in public areas abutting parks and ponds. Landscaping between masonry walls and streets also is provided by the WTCMUD1.

The District also has installed pet waste stations throughout parks and ponds and between masonry walls and adjoining major streets.

Park Operations

WTCMUD1 maintains parks, detention ponds, and playgrounds using detailed performance standards. The most prevalent of these standards for parks operations and maintenance are described below.

Parks, recreation facilities, greenbelts, and ponds are inspected at least one time per day Monday through Friday for grounds maintenance, for trash removal, and for status of recreation equipment.

Services, provided by the District through, its contract with Severn-Trent Services, include:

- Mowing, raking, and cleaning of turf areas;
- Hike and bike trail maintenance and repair;
- Pruning and shaping trees and bushes;



Playscapes and picnic tables

- Mowing and cleaning detention ponds;
- Removal of trash and debris from parks;
- Removal of dead plants and replacement of stolen or dead plants;
- Monitoring, maintenance, and repair of watering and irrigation systems; and
- Fertilizing and controlling disease and infections.

More detailed maintenance routines are as follows:

Daily (week days)

- Inspection of all parks
- Report facility and equipment defects or light(s) out
- Sweep sidewalks
- Secure all doors
- Pick up trash
- Check entrance lights
- Remove illegal signs
- Rake under and around swings and slides



Neighborhood park maintenance

Weekly

- Change marquee signs
- Empty trash receptacles
- Set out trash carts to street and return carts after pick-up
- Power wash pavilions
- Inspect parks and all equipment weekly, make weekly report
- Clean out barbeque pits
- Clean and restock pet waste stations
- Check on erosion and act to stop erosion



Anderson Mill West Park entrance sign



Public Information Notices for park operations

Monthly or As Needed

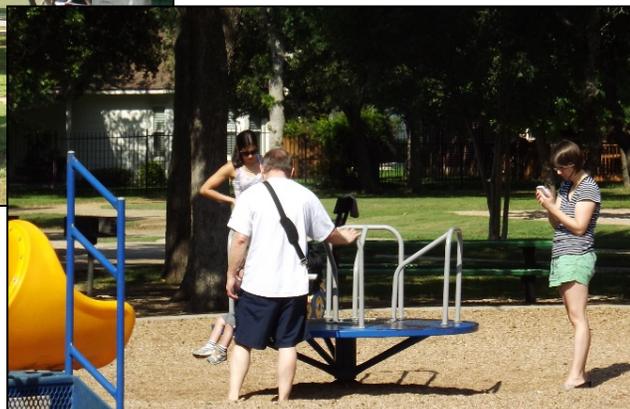
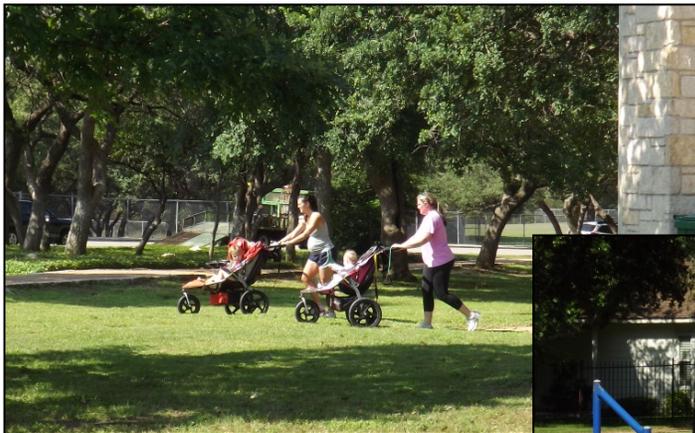
- Sweep or blow off tennis courts
- Wash out trash containers
- Put granite in washed out areas
- Routine maintenance of playground equipment, basketball courts, and tennis courts

Annual

- Major park maintenance projects as needed
- Capital Improvement Projects as scheduled

Financial Implications of Annexation. Should WTCMUD1 be annexed unilaterally, the cost of parks operations of approximately \$188,000 per year would shift to the City of Cedar Park as would \$59,300 in parks maintenance projects and \$447,090 in Capital Improvements scheduled for 2106-2017. Maintenance of pet waste stations would become the responsibility of the city. The city would assume ownership of the District’s holiday lighting and would be responsible for any District lighting contracts in place at the time of annexation. The costs of recreation programs would shift to the city.

Source(s): Amended Management Agreement, Williamson – Travis Counties Municipal Utility District No. 1 and Severn Trent Environmental Services, Inc., October 1, 2014-September 31, 2019; District 2016-2017 adopted budget; Field visits



Neighborhood parks and playgrounds

OTHER PUBLIC FACILITIES AND BUILDINGS

District Office and Community Building. Williamson - Travis Counties MUD No.1 owns and operates a district office and community building at 1000 Old Mill Road. Renovated in 2016-2017, this building includes a large multifunctional room, offices, a kitchen, and restroom facility. The building is used for District operations, committee meetings, and board meetings. When not in use by the District, the multifunctional room is available for rent by residents of the District. It can be refigured for meetings or for social events.

The district office and community building is maintained by WTCMUD1. Maintenance is carried out through a janitorial services contract. Services include daily cleaning of restroom, weekly cleaning of all meeting and office spaces; and a monthly extra cleaning for hard to reach places, blinds, and floors.

Masonry Roadway Walls. For purposes of noise control, security, safety, and aesthetics, the District has constructed approximately 17,000 linear feet of 6 and 8 ft. CMU wall with concrete columns. Walls are located throughout the District, primarily along major arterial roadways. The walls are constructed of concrete masonry units (CMU) blocks on a reinforced concrete footing.



Construction crew building roadway wall

The walls require maintenance to preserve their structure and appearance.

Chapter 4: City of Cedar Park Services and Service Standards within the City Limits

Overview

The City of Cedar Park is a Texas home-rule city located north and west of the City of Austin. Population estimates by the city put Cedar Park's 2017 population at 70,917. In its Fiscal Year 2016-2017 budget, personnel counts are for approximately 459.5 full-time equivalent (FTE) positions in all departments.

The city's total 2016-17 operating budget projects 133.2 million in expenditures. Major expenditures are planned in the General Revenue Fund at \$48.9 million and the Utilities Fund at \$34.6 million.

Major revenue sources include Ad Valorem taxes at \$36.5 million, sales taxes at \$25.1 million, and utilities revenues at \$37.2 million.



City of Cedar Park Logo

Services Detail

The array of services provided by the City of Cedar Park qualifies it as a “full-service” city—one that provides most municipal-type services to its residents. In the case of Cedar Park, major services provided include:

Police	Library
Animal Control	Municipal Courts
Fire Services	Solid Waste and Recycling
Streets and Roads	Water Utilities
Parks and Recreation	Wastewater Utilities
Planning and Zoning	Code Enforcement, and Building Inspections

The only major municipal-type service not provided by Cedar Park is Emergency Medical Service which is provided by Williamson County EMS for all cities and unincorporated areas of the county. Cedar Park does provide first-responder EMS by its Fire Department. Just over 80 percent of the Fire Department's total calls are for first responder EMS.

PUBLIC SAFETY

Police Protection

The City of Cedar Park operates a 128-person police department with 90 civil service law enforcement officers, plus the Police Chief and 33 civilian personnel. Department capabilities include patrol, special operations, community services, criminal investigation, professional standards and a communications and records section. Animal control and protection services are also provided through the Police Department.

Response Times. The department's response times for 2016 were reported as follows:

- 6.42-minute average response time to emergency calls; and
- 9.17-minute average response time to non-emergency calls.

Equipment. For patrol activities, the department uses police patrol vehicles equipped with cameras, communication devices, and other specialized equipment.

Staffing. The current staffing ratio for the department is .8977 sworn officers per 1000 residents of the city.

Operating and Capital Expenditures. The 2016-2017 budget for the department is \$14.4 million of which \$47,000 is for capital expenditures.

Performance Information. Additional performance information reported by the department for 2016 includes:

- Traffic enforcement contacts: 22,150
- Traffic Citations issued: 5,129
- Felony charges: 484
- Misdemeanor charges: 2,014



City of Cedar Park Police vehicle

Animal Control and Protection. For 2017, the animal control and protection operation is budgeted at just under \$1 million. Of importance to neighborhoods, animal control and protection activities include response to complaints, pick up and impounding of animals, emergency response to injured animals, animal control investigations, and licensing and microchipping of animals.

Animal control staffing in 2016-2017 is one animal control supervisor and three animal control officers.

Performance indicators cited for 2016 include:

- Calls for service: 3,068
- Impounded animals: 614
- Citations issued: 84

- Warnings issued: 1,254
- Pets registered: 750

Fire Protection

The City of Cedar Park Fire Department currently provides fire services to residents of WTCMUD1 by contract with the MUD. Services to be received if the MUD were annexed should be at least as complete and as high as the services the department now provides by contract.

City of Cedar Park fire services to the District are more completely described in an earlier section of this report describing services now provided by contract through WCMUD1.



Cedar Park Fire Services Ladder Truck

Services that the department provides to city residents include fire suppression services; fire prevention services; first responder EMS services; hazardous materials response; rescue services including dive, swift water, high angle, and auto extraction rescues; code enforcement for the city's fire safety codes; and fire investigations.

Within the Cedar Park Fire Department, the Fire Marshal's Office is responsible for ensuring that residents and businesses are in compliance with local, state and federal fire codes. The code enforcement section of the office ensures that city safety ordinances are being enforced by conducting fire safety inspections related to the health and life safety of the residents and businesses of Cedar Park and the surrounding area.

Staffing. Total staffing for the Cedar Park Fire Department for 2016-2017 is 83, including civil service and non-civil service positions. The department's civil service staffing is two Assistant Fire Chiefs, five battalion chiefs, 19 lieutenants, 15 driver/engineers, and 37 firefighters for a total of 78 civil service positions. Non-civil service positions are the Fire Chief, the Emergency Management Coordinator, a management analyst, and two administrative positions, for a total of five non-civil service positions.

Dispatch and Delivery Times. City-wide performance by the Cedar Park Fire Department in 2016 was that overall response time (including turnout time) was just over 9 minutes, 90 percent of the time. Significantly, for 50 percent of calls median response time was 6.21 minutes.

Equipment and Staffing for Emergency Operations – The Cedar Park Fire Department currently has four fire stations, with Station No. 2 remaining the closest station to WTCMUD1. A fifth station is under construction.

Expenditures. The expenditure budget for the Cedar Park Fire Department for 2016-2017 is \$11.7 million, including capital outlay of \$1.4 million.

Other Information. Property owners' insurance costs in areas served by the Cedar Park Fire Department are based, in part, on a ranking of the service levels provided by the department and other related factors, especially water supply. The City of Cedar Park maintains the most favorable Class 1 Insurance Services Office (ISO) rating for fire protection.

Sources: *FY 2016-2017 Annual Adopted Budget, City of Cedar Park; City of Cedar Park Website - Police Department; Mr. Leonard Chan, City of Cedar Park Fire Department; City of Cedar Park Website – Fire Department; Field visits*

Emergency Medical Services

The City of Cedar Park receives Emergency Medical Services (EMS) from Williamson County Emergency Medical Services, a county-wide service of Williamson County.

First responder EMS services will be provided by the Cedar Park Fire Department.

Advanced EMS services, including on-site stabilization and transport when necessary, are provided to areas within the City of Cedar Park by Travis County EMS and Williamson County EMS depending on the appropriate jurisdiction.

Each of these services is described in detail in previous sections of this report.



Williamson County Emergency Medical Services vehicle

Source(s): *City of Cedar Park 2016-2017 adopted budget; City of Cedar Park Website; Williamson County EMS website; Mike Kenipstein, Williamson County EMS*

PUBLIC WORKS

The City of Cedar Park's Public Works Department is responsible for public facilities, water services, wastewater services, water reclamation, drainage maintenance, garbage collection and recycling, street and road maintenance, and street lighting and signs.

Utility billing is in the Finance Department and consolidates billing and collection functions for water, wastewater, solid waste, and selected other city services.

Water and Wastewater Services

The City of Cedar Park operates a "Superior" rated water system for the treatment and distribution of drinking water to its residents. The city purchases Lake Travis raw water from the Lower Colorado River Authority. Organizational units include water treatment, water distribution, meter services, wastewater collection, wastewater treatment, and water reclamation.

Water Treatment. The city's treatment plant at Lake Travis supplies drinking water to city residents and to residents of its larger service area, including the territory of WTCMUD1. The plant has a rated production capacity of 26 million gallons of treated water per day.

Average daily water treated by the plant is 4.95 million gallons. The City is also a participant with the cities of Leander and Round Rock in the Brushy Creek Regional Utility Authority for additional treatment capacity.

Cedar Park's treatment plant is staffed 24 hour a day, 365 days a year by licensed operators. A superintendent and seven certified operators operate the plant.

Daily tests are performed on raw water entering the plant and treated water leaving the plant. Texas Commission on Environmental Quality reports show the plant meeting state and federal requirements.

Water Distribution. The City of Cedar Park water distribution system is of municipal quality and is operated and maintained by a staff of 18 certified supervisors and operators. The system consists of over 350 miles of transmission and distribution lines and 11.7 million gallons of ground and elevated storage capacity. Water pressure maintained for residential areas is between 40 and 60 pounds per square inch.

The Water Distribution Department also maintains fire hydrants.

The City maintains a 24-hour, seven days per week, emergency call system for response to system emergencies and reports of water leaks.

Meter Services. The City of Cedar Park's utility meter services operation involves a five-member staff that maintains and reads meters including a foreman and four meter readers. Services include:

- Reading meters;
- Installing new meters;
- Rebuilding and testing meters, and
- Implementing the city's meter replacement program.

Wastewater Collection. The city wastewater collection system includes over 200 miles of collection system service mains.

Services include:

- Wastewater collection and pumping;
- System inspection, testing, and cleaning;
- Odor control;
- Repair of wastewater line breaks;
- Lift station maintenance;
- Wastewater Taps for new service; and
- Fire hydrant maintenance.

A 24-hour, seven days per week, on call line for emergency services is available to wastewater customers.

In 2016, the wastewater collection function operated with 13 positions: a utility superintendent, two foremen, and 10 utility operators.

Wastewater Treatment. The city's wastewater treatment facility has a treatment capacity of 2.5 million gallons per day.

Wastewater at the city's plant is treated to the Type I standard for reclaimed water which allows unrestricted beneficial use. In 2016, the plant treated 810,000 gallons of wastewater.

Treatment plant staffing at the city's plant is one superintendent and seven certified treatment operators. Treatment plant operation is 24-hour per day, 7-day per week. The staff:

- Checks all plant equipment at least once per shift;
- Adjusts plant equipment several times per shift to maintain treatment process quality;
- Collects daily samples for laboratory testing;
- Performs sludge wasting and dewatering four times per week using belt filter press;
- Washes basins daily and scrubs basins weekly;

- Provides various reports to city hall staff and to outside agencies;
- Schedules major maintenance of plant equipment;
- Reviews operational surveys and worksheets and communicates plant status and operational needs at shift changes;
- Reviews daily results of contract laboratory tests;
- Checks chemicals, lab, office and infection control supplies and orders as needed; and
- Maintains plant grounds.

Water Reclamation. The City of Cedar Park puts a priority on water reclamation which is focused through a separate organizational unit.

For 2016-2017, the Water Reclamation Services Unit is staffed with eight positions:

- 1 utility superintendent,
- 1 industrial pretreatment manager,
- 5 treatment operators, and
- 1 relief treatment operator.

This part of the City of Cedar Park's wastewater treatment staff and facilities focus on treating domestic wastewater to a higher degree so that this water can be recaptured and retreated for domestic water uses, including watering parks and other open spaces, washing down treatment facilities, and washing vehicles. The remaining treated water can be released into streams at a higher quality than standard treatment.

This unit also reviews site and commercial applications for pre-treatment of wastewater.

Storm Water Management and Drainage

Storm water management crews maintain the city's Municipal Separate Storm Sewer System (or MS4). The MS4 is a system made up of roads, curbs, ditches, man-made channels and/or storm drain inlets and pipes which are owned and operated by the City and designed for collecting and conveying storm water runoff throughout the city.

Storm water maintenance crews inspect, clean, and repair these facilities.

This unit's 2016-2017 budget is just under \$500,000.

Staffing for this function consists of one drainage foreman, two drainage equipment operators, and two drainage maintenance workers.

Streets and Drainage

The Public Works Department of the City of Cedar Park is responsible for its roads and streets program through a street division. Staffed with 13 full-time employees, the division:

- Maintains streets (250 centerline miles);
- Maintains drainage areas;
- Maintains sidewalks;
- Installs and maintains street signs and pavement markings; and
- Operates a scheduled street sweeping program.

The division routinely performs quarterly maintenance for drainage areas, and scheduled maintenance for existing streets.

Some of the maintenance activities included in the department's street maintenance program include work items and frequencies as follows:

- Survey newly annexed streets within one year and add information on status to database;
- Include streets in pavement management program for repaving or repair on a 10-year cycle.
- Patch potholes and utility cuts as needed;
- Repair base failures and damage caused by water line breaks;
- Reconstruct streets to upgrade driving surface and drainage;
- Prepare street driving surfaces for seal coating;
- Performs crack sealing of streets to prevent water damage;
- Inspect and perform necessary repairs to city sidewalks;
- Install and maintain street signs and pavement markings;
- Implement an ongoing street sweeping schedule; and
- De-ice/sand bridges and roads.

City Street Department performance measures include the following:

- Survey newly annexed streets within one year and add information on status to database;
- Include streets in a pavement management program for repaving or repair on a 10-year cycle;
- Respond to routine repairs as needed—usually within one week;
- Repair potholes within one business day;

- Sweep all streets at least annually;
- Replace or repairs traffic signs within 24 hours or less; and
- Clean street storm drains annually.

Sources: 2016-17 City of Cedar Park Adopted Budget; City of Cedar Park Website – Public Works; City of Cedar Park Website – Finance; Field Visits

SOLID WASTE SERVICES

Solid waste services are inclusive of garbage collection and recycling. The city operates these services through a contract.

The 2017 service provider is Central Texas Refuse.

Cedar Park Services. Cedar Park garbage and recycling services for residents are provided through a contract. In 2017, the contract is with Cedar Park Disposal, an arm of Central Texas Refuse.

Collection Services. Garbage is collected once per week and recycling every other week.

Residents are provided two 96-gallon roll-out carts; one for garbage and one for recycling. Recycling is “single stream” where recyclables do not need to be sorted by type. Recycling includes paper, plastic containers, and metal cans.

Bag Limit for Residential Service: Cedar Park Refuse will collect up to seven additional bags or bulky item combinations along with the residential garbage pickup each week. Bulk items, in excess of a seven-bag limit, are collected for a fee upon request of a resident.

Brush pick up is every other week along with recycling.

Rate. The Cedar Park 2017 rate for residential trash and recycling services is \$17.95 per month plus sales tax of \$1.48 for a total of \$19.43 per month.



Residential collection service truck

UTILITY BILLING SERVICES

The City of Cedar Park Utility Billing Services section operates under the supervision of the Director of Finance. It consists of a staff of nine. Utility billing serviced some 17,900 residential accounts in 2016 and 960 non-residential accounts.

The Utility Billing Services staff bills and collects revenues for water, wastewater, solid waste collection and recycling services, as well as some other selected municipal services.

Utility billing operates with a budget of about \$1 million per year.

Staffing positions for 2016-2017 are one billing manger, one utility billing accountant, one utility billing supervisor, four accounting specialists, and two accounting technicians.

These eight staff positions support some 20,000 residential accounts and over 1500 commercial accounts.

PARKS AND RECREATION

The Parks and Recreation Department of the City of Cedar Park is responsible for a total of 52 parks which are included in over 500 acres of parkland maintained by the department. The parks range in size from less than one acre to over 100 acres.

Included in this count are trail systems, natural areas, detention ponds, and some undeveloped parkland.

Detention pond maintenance is included in parks maintenance with some 92 acres of detention ponds maintained. The department also maintains and operates basketball courts, a club house, tennis courts, and the recreation center among the various facilities under its control.

Within the parks system, the city has built and maintains over 31 miles of trails.

Staffing. For 2016-2017, staffing for parks maintenance involves 16.5 total positions as follows:

- 1 parks superintendent;
- 3 crew leaders;
- 11 maintenance workers;
- 1 park attendant; and
- 0.5 seasonal maintenance worker

Parks Mowing and Maintenance. Cedar Parks’ mowing and maintenance routines vary due to seasons of the year, weather, and park use:

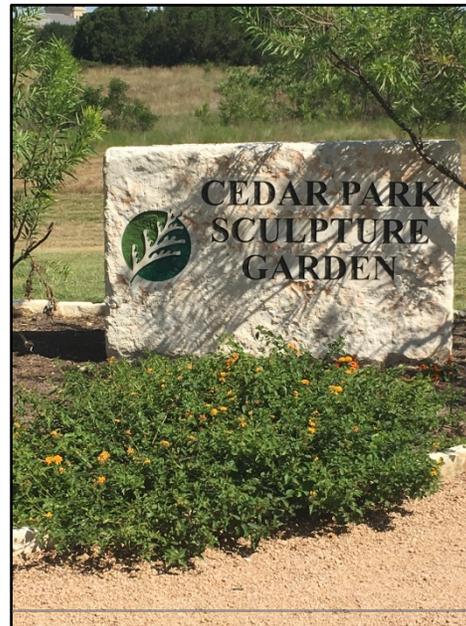
- Parks are mowed and maintained every six to eight days;
- Sports fields are mowed and maintained one to two times per week;
- Greenbelts and drainage areas are mowed and maintained at least five times per year;
- Rights of Way are mowed four to 14 times per year; and
- Lakeline, Brushycreek, and Newhope areas are more heavily used, and are cut and maintained 14 times per year.

Recreation. The city offers an extensive array of recreational programs for its residents, including swimming, tennis, aquatics, fitness activities, baseball and basketball, boating, and special events.

Sources: 2015 Parks and Open Space Master Plan City of Cedar Park; 2016-2017 City of Cedar Park Adopted Budget; Randy Thompson, Cedar Park Parks and Recreation; City of Cedar Park Website-Parks and Solid Waste; Field visits



Cedar Park Recreation Center



Cedar Park Sculpture Garden

LIBRARY

The Municipal Library of the City of Cedar Park is in the central downtown area. Housed in a modern facility, the library collects, classifies, organizes, and makes available print and non-print materials. It also provides reference services, electronic databases, and Internet access to the public. The library includes public meeting rooms and activity areas.



Cedar Park Public Library front entrance

The City of Cedar Park does not operate branch libraries.

Library Characteristics. In addition to printed books and materials, the Cedar Park Library is an electronic resource. The library features access to electronic documents, in-library computer stations with Internet connections, and Wi-Fi Services.

Library activities include educational programs as well as cultural and recreational events. Rooms are available for community meetings.

In 2017 library staffing provides for 19.5 staff positions including a specialized position for children's services and a similar position for youth services.

Library Privileges. Residents of the City of Cedar Park can obtain library cards and use the library at no cost. Persons who live outside the city limits must pay \$35 per year, and lesser amounts for six-month or three-month periods.

Sources: 2016-2017 City of Cedar Park Adopted Budget; City of Cedar Park Website – Library; Field visits

OTHER PUBLIC SERVICES

Code Enforcement and Building Inspection. The City of Cedar Park provides its code enforcement and building inspection services through its Code Enforcement and Development Department as well as the Fire Department for fire safety code enforcement.

The City of Cedar Park **does not enforce deed restrictions** in subdivisions and neighborhoods.

The city enforces some of its codes, as authorized by state law, in the extraterritorial jurisdiction (ETJ) of the city. The ETJ includes the territory of Williamson-Travis Counties MUD No. 1. Cedar Park Codes, already enforced in WTCMUD1 include subdivision regulations, building codes, and the city's plumbing code.

For 2017, the city budgeted 12 positions for building inspections and code enforcement as well as five positions for fire prevention.

Additional codes and ordinances would be enforced if the District were to be annexed. These include those that are related to:

- Zoning
- Commercial vehicles in residential zones
- Junked/Abandoned vehicles
- Noise Ordinance violations
- Prohibited land uses
- Prohibited parking of commercial and recreational vehicles
- Temporary and special event signage
- Fire safety inspections (such as fire alarms, fire sprinklers, burn bans, and inspection of schools, day care facilities, elder care facilities and other specialized facilities).

The Building Inspection Department is responsible approving building plans and conducting inspections to assure that residential and commercial construction complies with the city's codes to protect public health and safety. To assure construction compliance with city building codes, the department conducted 13,000 inspections in 2016.

Response Times. Cedar Park Code Enforcement responds to complaints from residents within 24 business hours 99 percent of the time. Building Inspections completes requests for inspections within 24 hours 95 percent of the time.

Sources: 2016-2017 City of Cedar Adopted Budget; City of Cedar Park Website; Field visits

MUNICIPAL ANNEXATION SERVICE PLAN AND PROGRAM

Should the City of Cedar Park initiate annexation of WTCMUD1, a municipal service plan will be required. The plan would provide for a service program under which the City would provide municipal services to the “Annexation Area,” as required by § 43.056 of the *Texas Local Government Code*.

Municipal Annexation Service Plan

August 12, 2017

Plan for Municipal Services By the City of Cedar Park For Unilateral Annexation Of Williamson-Travis Counties MUD No. 1

The City will provide municipal services to the Annexation Area at levels consistent with the service levels required by Chapter 43 of the *Texas Local Government Code*. Immediately upon annexation, the City will provide the services required by Section 43.056 of the Code.

Police Protection Services

Police protection services include neighborhood patrols, criminal investigations, traffic enforcement, crime prevention, community services, and school programs.

Services. Immediately upon annexation, the City will provide police protection services to the Annexation Area, to include:

1. Regular patrols in neighborhoods for response to emergencies and for traffic enforcement;
2. Pro-active additional security patrols for 80 to 100 hours per month with emphasis on school zones, drug violations, and radar operations;
3. Animal Control Services at a level equal to the level of services in other areas within the City; and;
4. Criminal investigations, traffic enforcement, crime prevention, community services and school programs equal to the level of services in other areas within the City.

Response Times. Response times to the Annexation Area from receipt of call to arrival on scene will be no-more-than 6.4 minutes for emergency calls and no-more-than nine (9) minutes for non-emergency calls, which are the response times to other incorporated areas in the City.

Staffing Ratio. To meet the City's police staffing ratio of about one officer per 1000 population for regular services, an additional five certified police officers will be made available to serve the Annexation Area.

Vehicles. Service to the Annexation Area will be by police patrol vehicles equipped with cameras, communication devices, and other specialized equipment.

Fire Protection Services

Fire protection services include fire suppression services; fire prevention services; first responder EMS services; hazardous materials response; rescue services including dive, swift water, high angle, and auto extraction rescues; code enforcement of the City's fire safety codes; and fire investigations.

Service Levels. Immediately upon the effective date of annexation, the City will provide fire protection and prevention services to the Annexation Area at levels equal to or higher than the services now provided to other areas of the City and to the Annexation Area by contract, including:

1. Primary fire and emergency response by firefighters and vehicles from a station located within one (1) mile of a central point in the Annexation Area;
2. Auto extraction rescue, high angle rescue, and other rescue services equal to the levels of services provided to other areas within the City limits; and
3. Fire code compliance, fire investigations, and other fire services equal to those provided to other areas within the City limits.

Response Times. Fire response times to the Annexation Area will be not-more-than six (6) minutes for emergency calls and not-more-than nine (9) minutes for non-emergency calls, the response times for other areas within the City limits.

Staffing. Staffing for fire protection from the nearest fire station will be no-less than five (5) fire and EMS certified firefighters per 24-hour shift seven (7) days per week.

These levels of services will be the same as provided by the City to other areas within the City limits.

Emergency Medical Services

First responder EMS services will be provided by the City Fire Department from a station within one (1) mile of the Annexation Area staffed with EMS certified firefighters and with a response time that does not exceed six (6) minutes from receipt of call to arrival on scene.

Advanced Emergency Medical services, including on-site stabilization and transport, when necessary, are provided to areas within the City of Cedar Park by Travis County EMS and Williamson County EMS, depending on the appropriate jurisdiction.

Residential Solid Waste Collection

Residential garbage collection services are delivered in the City through a contract with a private provider.

Services. Residential garbage collection, recycling, bulky item collection and brush collection services will be provided by the City.

Service Levels. Services will be through a private-sector contractor at the same levels as provided to other incorporated areas of the City. This will include weekly pick up of recycling and brush.

Water and Wastewater Services

The City's water and wastewater services include water treatment, water distribution, meter services, wastewater collection, wastewater treatment, and water reclamation.

Service Levels. Water and wastewater distribution and collection within the Annexation Area will be provided immediately upon annexation at the same service levels as provided to other areas within the City limits.

Operation and maintenance of existing water lines, pumps, wastewater mains, and lift stations by the City will begin immediately upon the effective date of annexation.

Public Streets and Rights-of-Way

The City provides street repairs and improvements, inspections, street lighting, as well as traffic control device maintenance.

Service Levels. To meet required service levels in the Annexation Area, the City will:

1. Include the street system of the Annexation Area in an inspection and inventory within one year;
2. Include the Annexation Area's street system in in the City's pavement management program upon completion of the inspection and inventory;
3. Provide routine maintenance and repair of streets in the same manner as provided in other areas of the City, usually within one (1) week;
4. Replace traffic signs and fix traffic control devices within 24 hours of notice of a deficiency;
5. Inspect and perform necessary repairs to sidewalks as needed;
6. Repair potholes within one (1) day;
7. Clean storm drains at least annually;
8. Sweep all streets at least annually;
9. Maintain and repair sidewalks at the same levels as provided by the District; and
10. Maintain rights-of-ways, medians, and neighborhood entrance areas at the same service levels as existed in the Annexation Area immediately prior to annexation.

Parks and Recreation Services

The City owns and operates a municipal park system with parks ranging in size from small neighborhood parks to large regional parks. Recreational programs for residents include swimming, tennis, aquatics, fitness activities, baseball and basketball, boating, and special events.

Facilities Maintenance. Park facilities, including buildings, restrooms, and playgrounds in the Annexation Area, will be operated and maintained at the same level as provided in the Annexation Area immediately prior annexation:

Daily (weekdays)

1. Inspect all parks
2. Report facility and equipment defects or light out
3. Sweep sidewalks
4. Secure doors
5. Pick up trash
6. Check entrance lights
7. Remove illegal signs
8. Rake under and around swings and slides

Weekly

1. Change marquee signs
2. Empty trash receptacles
3. Set out trash carts to street and return carts after pick-up
4. Power wash pavilions
5. Clean out barbeque pits
6. Check on erosion and act to stop erosion
7. Inspect park facilities and equipment weekly
8. Clean and restock pet waste stations
9. Make a weekly report to management

Monthly or As Needed

1. Sweep or blow off tennis courts
2. Wash out trash containers
3. Put granite in washed out areas
4. Routine maintenance of playground equipment, basketball courts, and tennis courts

Annual

1. Major park maintenance projects as needed
2. Oversee and monitor Capital Improvement Projects

Trails. Recreational trails in the Annexation Area will be maintained to the same standards, or higher, than those that existed in the area immediately prior to annexation.

Recreation. Recreational activities available to residents of the Annexation Area will be provided at the same levels as existed immediately prior to annexation, or higher, including reservation and use of tennis courts and other recreational facilities. Immediately upon annexation, residents of the Annexation Area will be eligible to participate in the City's recreational programs on the same basis as other residents of the City.

Public Library Services

Immediately upon annexation, residents of the Annexation Area may use the facilities, programs, and services of the City's Public Library on the same basis as available to other residents of the City.

Other Services

Development Regulations and Enforcement of Deed Restrictions. The City will enforce zoning, subdivision development, site development, and building code regulations within the Annexation Area after the effective date of annexation. Development plans and plats for projects within the Annexation Area will be reviewed for compliance with City standards on the same basis as other areas of the City:

- Land and lots in the Annexation Area will be zoned in accordance with their use immediately before annexation; and
- The City will assist residents and neighborhood associations to appropriately transfer and continue deed restriction enforcement in the Annexation Area at the same level of service as provided immediately prior to annexation.

Miscellaneous. Upon annexation, all other applicable municipal services will be provided to the Annexation Area in accordance with the City of Cedar Park's established policies governing extension of municipal services to newly annexed areas.