

MINUTES OF MEETING OF THE BOARD OF DIRECTORS
OF WILLIAMSON-TRAVIS COUNTIES
MUNICIPAL UTILITY DISTRICT NO. 1

15 October 2025

STATE OF TEXAS	§
	§
COUNTIES OF WILLIAMSON AND TRAVIS	§

The Board of Directors (the "Board") of Williamson-Travis Counties Municipal Utility District No. 1 (the "District"), of Williamson and Travis Counties, Texas, met in regular session, open to the public at 5:30 p.m. on the 15th day of October 2025, at The Park at Lakeline Oaks located at 1000 Old Mill Road, Cedar Park, Texas 78613, an official meeting place within the boundaries of the District, pursuant to notice duly given in accordance with the law, and the roll was called of the duly constituted officers and members of the Board, to wit:

Beth Jones	President
Hanoi Avila	Vice President/Treasurer
Christopher Rocco	Secretary
David Flores	Assistant Secretary
Carrol Norrell	Assistant Secretary

and all of said persons were present except Directors Jones and Flores, thus constituting a quorum.

Also present in person were Tina Flores, Linda Fabre, and Rebecca Sperling, residents of the District; Stephanie Reese and Darald Berger of Inframark, LLC ("Inframark"), the District's Operator; Grant Cabler of Westwood Professional Services, Inc. ("Westwood"), the District's Engineer; and Cole Konopka of Coats Rose, P.C. ("Coats Rose"), the District's Attorney. Attending the meeting by teleconference were Jacob Valentien of Westwood; Lisa Rickert of Artesian Financial Services, LLC ("Artesian"), the District's Bookkeeper; and Corey Howell of The GMS Group, LLC ("GMS"), the District's Financial Advisor.

Agenda Item No. 1: Roll call for Board of Directors.

Agenda Item No. 2: Pledge of Allegiance and moment of silence.

Agenda Item No. 3: Comments and questions from District residents.

- Ms. Flores expressed her concerns regarding recently confiscated District-owned iPads and their whereabouts and District transparency.
- Ms. Fabre discussed her concerns regarding the lawsuit filed by the District against Ms. Teale, Ms. Flores, Director Flores, and herself, and fees and services related to the Service Agreement between the District and Inframark.

- Ms. Sperling discussed her concerns regarding District transparency, specifically budget items and consultants' contracts.
- Director Avila provided an update on the lawsuit and stated that there was a partial dismissal of the lawsuit based on a Texas Citizens Participation Act cause of action. He stated that the District is moving to the next stage of litigation. He then invited the public to go to Williamson County public records to retrieve an accurate timeline and statement of facts.

Agenda Item Nos. 4 and 5: Bookkeeper's Report, including payment of bills and invoices and status of unclaimed funds, and approval of minutes of 17 September 2025, as they appear in the Board packet.

Motion: **Approve the Bookkeeper's Report, the minutes of 9 September 2025, and the minutes of 17 September 2025, as they appear in the Board packet.**

Motion by: **Director Rocco**
Second by: **Director Avila**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Agenda Item No. 6: Financial Advisor's Report, including review cash flow summary related to potential issuance of bonds.

- Mr. Howell discussed a cash flow summary for a potential bond issuance to fund capital improvements within the District. Mr. Howell indicated that he took the list of District projects that was provided by Westwood to project a potential bond issuance of \$4,425,000 with a 5.0% interest rate. He reviewed with the Board the cash flow summary and discussed that the District had flexibility in its Operations and Maintenance tax rate to shift a couple of pennies to Debt Service without raising the District's total tax rate, should the District elect to move forward with a bond sale in the future. The Board thanked Mr. Howell and noted that no action was needed at this time.

Agenda Item No 7: Engineer's report, including:

- (a) discuss status of Sanitary Sewer Cleaning and Televising Project;
- (b) discuss status of Lead and Copper Rule Revisions Project;
- (c) discuss status of Dagama and Sun Chase park Lift Station Rehabilitations Project;
- (d) Infrastructure Committee report, including discuss and decide on sidewalk assessment work order;
- (e) Authorize preparation of Bond Application Report; and
- (f) Update on other matters as needed.

- Mr. Cabler reviewed the Engineer's Report with the Board dated 15 October 2025.
- Mr. Cabler updated the Board regarding the sanitary sewer Cleaning and Televising project. He stated that AIMS Companies LLC ("AIMS") has provided Westwood with complete reports as per the contract. Westwood is finalizing the Sanitary Sewer System repair cost estimate and will review same with the Infrastructure Committee when ready, he told the Board. Mr. Cabler stated that AIMS had submitted Pay Application No. 1 in the amount of \$154,176.46 in connection with the sanitary sewer Cleaning and Televising project. A copy of Pay Application No. 1 is included with the Engineer's Report.
- Mr. Cabler then updated the Board regarding the status of the Lead and Copper Rule Revisions Project. He recalled that a notification for residents living at addresses with unknown service line material was previously sent out on 7 November 2024. He explained that the Environmental Protection Agency requires that the notification be sent out annually. He reviewed with the Board a copy of the notification letter to be sent to the affected residents. Mr. Cabler noted that Westwood will provide Inframark with an updated spreadsheet of affected residences with service address, and Inframark will handle the preparation and distribution of the notification letters to the affected residents. Mr. Cabler then requested the Board's authorization to send Lead and Copper notification letters to residents in sections 1 – 4.
- Mr. Cabler reported that Westwood is nearing completion of the final design for the Dagama and Sun Chase Park Lift Station Rehabilitations and will review the plans with the Infrastructure Committee when they are ready.
- Mr. Cabler reported that Westwood scheduled the Infrastructure Committee meeting for 9 October 2025. He called the Board's attention to the minutes of the 9 October 2025 meeting of the Infrastructure Committee, a copy of which is included with the Engineer's Report.
- Mr. Cabler recalled that Westwood had prepared a work order for a District-Wide Sidewalk Assessment and presented it to the Board at the March and September 2025 meetings. He noted that Westwood was awaiting direction from the Board regarding the work order.
- Mr. Cabler then submitted for the Board's review and approval a Project Work Order from Westwood for the preparation of a Bond Application Report and submission of same to the Texas Commission on Environmental Quality in connection with the future sale of bonds by the District. A copy of the Project Work Order is included with the Engineer's Report. Mr. Cabler requested the Board's approval to begin preparation of a Bond Application Report in the amount of \$50,000.00.

- Mr. Cabler next updated the Board regarding the 2012 Lakeline Oaks CMU Wall. He stated that no significant movement had been detected since the previous inspection in August 2025. The next quarterly inspection of the CMU Wall is scheduled for 5 November 2025. He also provided updates on the three tracts of land proposed to be deeded to the District from D.R. Horton and the Hatch Lift Station Pump Replacement. Mr. Cabler reported that Inframark reviewed the condition of the second lift pump and decided not to move forward with repairs at this time. Westwood has requested a tabulation of costs associated with the proposed repairs and following review will present a recommendation on whether the lift pump repairs would be worth pursuing as a warranty claim with the contractor.

Motion: **Approve the Engineer's Report and Pay Application No. 1 in the amount of \$154,176.46.**

Motion by: **Director Rocco**
Second by: **Director Norrell**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Motion: **Direct Inframark to send Lead and Copper notification letters to residents in sections 1-4.**

Motion by: **Director Rocco**
Second by: **Director Avila**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Motion: **Approve \$50,000.00 to prepare Bond Application Report.**

Motion by: **Director Avila**
Second by: **Director Norrell**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Agenda Item No 8: New Business, including;

- (a) Consider reengaging McCall Gibson Swedlund Barfoot Ellis, PLLC;
- (b) consider Resolution Limiting Directors From Engaging in Direct Services With Whom the District Conducts Business; and

- (c) discuss director roles and responsibilities, including discussion of importance of directors not performing electrical work on behalf of the District or performing jobs that otherwise would be performed by District subcontractors.
- Mr. Konopka recalled that in 2023 the Board had accepted a proposal from McCall Gibson Swedlund Barfoot Ellis, PLLC ("McCall") to audit the financial statements of the District for each fiscal year on a continuing basis. He pointed out to the Board that McCall estimated that the fees to be charged to the District for the preparation of the audit report for the fiscal year ending 30 September 2025 would range from \$16,000.00 to \$19,000.00. The Board acknowledged that McCall is the current Auditor for the District.
- The Board expressed concern regarding potential liability relating to a Director performing electrical work on District lighting. Mr. Konopka remarked that when a Director performs work that has not been authorized or acknowledged by the Board, their actions could be considered to be outside the scope of their Directorship and accordingly they could be held personally liable for said actions. After discussion, Mr. Konopka stated that he would prepare a Resolution for consideration by the Board to establish a policy regarding the actions that may be undertaken by a Director and for Board authorization of same.

Agenda Item No 9: General Manager's/Operator's Report, including;

- (a) report on operation of the District's facilities;
- (b) review and discuss Inframark's contract;
- (c) discuss and authorize park repairs/park improvements;
- (d) discuss and authorize a "not to exceed" amount of funds to be used for holiday décor, including holiday lights; and
- (e) discuss and authorize any repairs, maintenance items, or other work deemed necessary.
- Mr. Berger summarized the General Manager's/Operator's Report. Mr. Berger then reported on the District's operations.
- Mr. Berger briefly discussed with the Board the proposed Professional Services Agreement Amendment between the District and Inframark. No action was taken on this matter.
- Mr. Berger reported that Storm Water Solutions, LLC ("SWS") had submitted a plan and a summary of the actions necessary for the District to comply with the District's Phase II Municipal Separate Storm Sewer Systems ("MS4") General Permit. He requested that the Board accept the MS4 Plan as submitted by SWS.
- Mr. Berger submitted to and reviewed with the Board a price quote from Inframark to clean Lift Station No. 2 at a cost of \$2,212.80.

- Mr. Berger reported that Playgrounds Etc. submitted the low bid in the amount of \$113,937.41 to make priority 1 safety repairs at Anderson Mill West.
- The Board briefly discussed a “not to exceed” amount of funds to be used for holiday décor, including holiday lights. Director Rocco requested that additional bids be solicited for the holiday décor.

Motion: **Authorize Storm Water Solutions, LLC to continue managing MS4 and approve MS4 plan sent via email.**

Motion by: **Director Rocco**
Second by: **Director Avila**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Motion: **Approve \$2,212.80 to clean Lift Station #2.**

Motion by: **Director Rocco**
Second by: **Director Avila**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Motion: **Approve Playgrounds Etc. quote to make priority 1 safety repairs at Anderson Mill West in the amount of \$113,937.41.**

Motion by: **Director Avila**
Second by: **Director Norrell**

Ayes: **Director Avila**
 Director Rocco
 Director Norrell

Agenda Item No 10: Committee Assignments and Reports, including;

- (a) Parks Committee, including discuss needed repairs;
- (b) Information Management Committee, including exploring alternative website providers and status of reviewing and cleaning up District Website;
- (c) Budget Committee;

(d) Deed Restriction Committee, Waste Management Committee, Open Records Committee, and Security Committee; take action as needed.

- Mr. Berger noted that the priority 1 repairs had been authorized earlier in the meeting and there were no additional items to discuss.
- There were no reports relating to the Information Management Committee, Budget Committee, Deed Restriction Committee, Waste Management Committee, Open Records Committee, or Security Committee.
- Director Rocco discussed with the Board a flier being circulated in the area that claims a 26% increase in water bills. He remarked that the 26% increase referenced in the flier was actually the fee for the fire protection service provided by the City of Cedar Park and was not related to the rate being charged by the District for water service.

Agenda Item No 11: Old business.

- There was no discussion or action on old business.

Agenda Item No 12: Attorney's Report:

- Mr. Konopka stated that there were no additional items to be discussed under the Attorney's Report.

Agenda Item No 13: Convene in executive session pursuant to Texas Government Code, Chapter 551, to discuss matters only relating to pending or contemplated litigation, personnel matters, real estate transactions, or security, if necessary.

- The Board did not convene in Executive Session.

Agenda Item No 15: Such other matters as may come before the Board, including:

- (a) Discussion about items to be included on the agenda for future meetings; and
- (b) Schedule future meetings as required.

- No action was taken on these matters.

There being no further business to come before the Board, the meeting adjourned.




Secretary, Board of Directors