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

19 November 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 19th day of November 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 with the exception of Directors Avila and Flores, thus constituting a quorum.

Also present in person were Tina Flores, Linda Fabre, Terri Sharp, and Robert Helper, 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; James Mallinger, Fire Chief of Cedar Park Fire Department (the "Fire Department"); and Cole Konopka of Coats Rose, P.C. ("Coats Rose"), the District's Attorney. Attending the meeting by teleconference were Jacob Valentien of Westwood; and Lisa Rickert of Artesian Financial Services, LLC ("Artesian"), the District's Bookkeeper.

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 ultra vires acts allegedly committed at meetings of the Board.

- Ms. Fabre discussed her concerns regarding the lawsuit filed by the District against Ms. Teale, Ms. Flores, Director Flores, and herself.

- Ms. Sharp addressed the Board regarding the tennis courts in Anderson Mill West. She stated that pickleball lines were painted on the courts in Anderson Mill West, which was contrary to an agreement made last year. She presented the Board with a petition requesting the repainting of tennis lines on the courts in Anderson Mill West.

- Robert Helper addressed the Board regarding the increase in the monthly fire protection fee charged by the District.

Agenda Item No 7: New Business, including;

(a) adopt Resolution concern ultra vires acts taken by directors; and
(b) hear presentation from Cedar Park Fire Department regarding fire protection services.

- The Board deferred action on the Resolution.

- Chief Mallinger addressed those in attendance regarding the functions of the Fire Department and the services provided to the District in return for the monthly fire protection fee paid by the District's residents.

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 15 October 2025, as they appear in the Board packet.

Motion: **Approve the Bookkeeper's Report.**

Motion by: **Director Rocco**
Second by: **Director Norell**

Ayes: **Director Rocco**
Director Norrell
Director Jones

- The Board deferred approval of the minutes of the Board meeting held on 15 October 2025.

Agenda Item No 6: 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. 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 updated the Board regarding the status of the Lead and Copper Rule Revisions Project. He stated that although the Texas Commission on Environmental

Quality does not have a template for an affidavit for the lead and copper lines, the District may draft an affidavit for this matter.

- 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 3 November 2025. He called the Board's attention to the minutes of the 3 November 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 reported that Westwood had begun preparation of the Bond Application Report in connection with the future sale of bonds by the District.

- Mr. Cabler next updated the Board regarding the 2012 Lakeline Oaks CMU Wall. Westwood inspected the CMU Wall on 6 November 2025, he told the Board, and no changes have been noted. Accordingly, he told the Board, future inspections by Westwood will be performed semiannually rather than quarterly.

Motion: **Approve the Engineer's Report**

Motion by: **Director Rocco**
Second by: **Director Jones**

Ayes: **Director Jones**
Director Rocco
Director Norrell

Agenda Item No 8: 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 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 reported that Inframark is researching two resident notifications regarding abnormally high water usage that were possibly due to meter reading errors. He requested that the Board authorize the Bills and Invoices Committee to authorize the District's Bookkeeper to issue refund checks to customers in the event of billing errors.

- Mr. Berger reported that AAA Auger was called out to perform repairs at the men's bathroom at the Lakeline Oaks building, at a cost of $480.50.

- Mr. Berger reported that the cleaning of Lift Station No. 2 was complete.

- Mr. Berger reported that four bids were received for the installation of Christmas lights in the District. He noted that the low bid was submitted by Four Seasons Landscape in the amount of $6,340.00.

- Mr. Berger reported that NRW Consulting Services had submitted a proposal in the amount of $2,950.00 to perform leak detection services on 8,000 linear feet of water lines.

Motion: **Authorize the District's Bookkeeper to issue refund checks to customers in the event of billing errors during the previous two billing cycles.**

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

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

Motion: **Accept bid from Four Seasons Landscape for installation of Christmas lights at a cost of $6,340.00.**

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

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

Motion: **Accept proposal from NRW Consulting Services for leak detection services on 8,000 linear feet of water line at a cost of $2,950.00.**

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

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

- The Directors deferred consideration of the proposal from M&C Electric to install lights at the gazebo to a future meeting of the Board.

- The Directors deferred action regarding the new Inframark contract to the Board's meeting on 17 December 2025.

Agenda Item No 9: 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.

- Director Rocco reported that he has reviewed the electronic correspondences from Tom Morrow regarding the District's website (the "Website"). He stated that the Information Management Committee is soliciting bids to revise and manage the Website. Director Rocco noted that, as recommended by the District's Attorney, certain out-of-date Orders and Resolutions of the District are being removed from the Website.

Agenda Item No 10: Old business, including Memorandum of Understanding related to Sage Management Between Lakeline Oaks Homeowners Association and the District.

- Director Norrell stated that the Board plans to meet with the Lakeline Oaks Homeowners Association in December 2025 to discuss the proposed Memorandum.

Agenda Item No 11: 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.

- Director Jones requested that the Board's meeting on 17 December 2025 be rescheduled to Wednesday, 10 December 2025.

Motion:	**Reschedule Board's meeting on 17 December 2025 to 10 December 2025.**

Motion by: **Director Jones**
Second by: **Director Norrell**

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

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

Secretary, Board of Directors

(SEAL)