

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

18 September 2024

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 6:30 p.m. on the 18th day of September 2024, 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:

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| Hanoi Avila | President |
| Linda Fabre | Treasurer |
| Kelley D. Masters | Secretary |
| David Flores | Assistant Secretary |
| Beth Jones | Director |

and all of said persons were present, thus constituting a quorum.

Also present in person were Chris Rocco, Carrol Norrell, Tracie Brister, Tina Flores, Sylvia Lopez, residents of the District and Whendy Martinez; Makenzi Scales and Stephanie Reese of Inframark, LLC ("Inframark"), the District's Operator; Jacob Valentien 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 Cara Sliva of Artesian Financial Services ("Artesian") the District's Accountant and Tammi Nelson of Coats Rose.

Agenda Item No. 1: Comments and questions from District residents.

- Mr. Rocco addressed the Board with a public comment stating that he is running for Director's position on 5 November 2024. He then stated that he had twenty-one (21) years of experience serving on this District's Board. Mr. Rocco then stated that some cost sharing measures have been detrimental to the District and not a benefit such as removal of trashcans in the District's parks. He further inquired why a draft budget was not posted before the 18 September 2024 meeting. He then stated that he wanted to remind voters that a collaborative board is the only way to ensure that the District meets its organizational goals. He further stated that during the time he spent serving on the Board for this District that he helped produce budgets that brought down the tax rate every year except 2008. Mr. Rocco then stated his request that the voters when making their decision to vote for District Directors to please keep Ms. Norrell and himself in mind.
- Next, Ms. Brister addressed the Board with a public comment stating that she was requesting that the Board consider spending money to reline the pickle ball courts to make

the courts safer for the players. She then stated that currently the lines on the pickle ball courts are faded and chipped on the edges. She further stated a request that the Board have the trees trimmed away from the lights on the back, southwest corner of the pickle ball courts as the players are playing in the dark.

- Next, Ms. Flores addressed the Board with a public comment stating that the Board will never be collaborative as long as certain Board members remain on the Board. She then stated that behavior from certain Board members felt personal and not business.
- Next, Ms. Martinez addressed the Board with a public comment stating that the residents of the District deserve transparency and accountability. She then stated that the decision to retain Inframark demonstrated a profound failure in leadership. She further stated that the Board's decision regarding Inframark was made despite Inframark's repeated failures and the resulting financial impact to the District's residents. Ms. Martinez then said that the Board had chosen to override expert advice to protect a failing contractor which was a betrayal of public trust. She then stated that the pattern of making decisions outside of Board meetings was deeply troubling. She further stated her full support for Director Fabre.
- Next, Ms. Norrell addressed the Board stating that she is a candidate for the District's Directors election. She then stated that she is an intelligent, hard working woman who has time to serve the District. She further stated that she will do her best to be responsive to the needs of the residents in a positive way. Ms. Norrell then stated that she hoped to conduct herself with responsibility and integrity even when disagreements arise.
- Next, Ms. Lopez addressed the Board stating that she is upset over the election situation. She then stated her suggestion that the Board keep a calendar of deadlines. She then inquired whether residents would have an opportunity for early voting.

Agenda Item No. 2: Consent Agenda, including approval of minutes of 21 August 2024.

- **Motion: Approve the minutes of 21 August 2024, as they appear in the Board packet tonight.**

Motion by: Director Masters
Second by: Director Jones

Ayes: Director Masters
Director Jones
Director Avila
Director Fabre

Noes: Director Flores

Agenda Item No. 3: Accountant's Report, including:

- (a) payment of bills and invoices;
- (b) review of payments on current not-to-exceed expenditures;

- (c) adopt budget for the District for Fiscal Year ending 30 September 2025; and
- (d) status of unclaimed funds.

- Ms. Sliva next presented the Accountant's Report and reviewed the District's bills and invoices, including Summary of Funds, Cash Flow statements and Actual versus Budget report. Ms. Sliva then presented a proposed 2025 Budget for the Board's consideration. She then stated that Artesian had met with the Budget Committee and every line item on the proposed 2025 Budget had been reviewed. She further stated that the proposed 2025 Budget reflected decisions which were made during the Budget Committee meeting.
- Director Fabre then stated that she had not had an opportunity to review the invoices attached to the financial report and could not vote for invoice payments under Agenda Item 3(a) and reserved her questions until further review.
- Director Flores then stated his concern that the Board had received the bookkeeper's report after the start of the Board meeting. He further stated that it was fiscally irresponsible to not have the report available in a timely manner. He then stated that he abstained from the vote because the bookkeeper's report was not available for his review in a timely manner.
- **Motion: Authorize payment of the District's bills and invoices in the amount of \$380,306.73.**

Motion by: Director Jones
Second by: Director Avila

Ayes: Director Jones
Director Avila
Director Masters

Abstain: Director Fabre
Director Flores

- Director Fabre abstained from voting and stated that for seven (7) consecutive months that Artesian had failed to provide the District's financial information in the Board's meeting packet before the meeting. She further stated that as of 3:30 p.m. on 18 September 2024 that the financial report was still missing from the Board's meeting packet. She further stated that without adequate time to review the accountant's report that errors go unchecked. Director Fabre then stated that she refused to be a rubber stamp for an incompetent bookkeeper.
- Ms. Sliva then stated that Artesian was keeping track of not-to-exceed expenditures and that there is no project in excess of its contract.
- Director Fabre then stated that there are items on the proposed budget that need to be removed such as the item for cluster mailboxes. She then stated that an amendment item was added to the District's Budget between the adoption of last year's budget and this

year's proposed budget which concerned Director Fees of Office forms for prior fiscal years. She further stated that the new general ledger category and subsequent disbursements against the category are over \$7,600.00. Director Fabre then stated that there had not been any Director Fees of Office requests presented in any of the Board packets since the general ledger code was created that supported the payments. She then stated that she had inquired regarding the general ledger code since April of 2024. She further stated that something is happening with the finances that are not transparent and that need explanation. Director Fabre stated that she will not approve a budget that has not been corrected per the meeting that the Budget Committee had with the bookkeeper.

- Director Avila then stated that the Budget Committee had spent two (2) hours going over the proposed Budget and that he had not heard anything in opposition to the proposed budget. He then stated that the District needed to approve and publish the budget by the end of the District's fiscal year which ends 30 September 2024. He further stated that the Board can hold another Budget Committee meeting and that the District can amend the budget at a later date.
- Mr. Valentien then stated that he had a change to the proposed budget. He then stated that the cost of cleaning and televising the sewer system had increased to \$335,360.00 which was an increase to the budget of \$150,368.00.
- Director Jones then stated that she had reviewed the budget and that she would like to approve the budget so that the budget can be published. She then stated that she is agreeable that the Board can amend the budget next month. Director Masters then stated that it was important for the Board to stay within the Board's deadlines for publishing a budget with the intent that the budget can be amended at a later date. Director Fabre stated that she will not approve a budget with known errors. Director Flores then stated that he did not have access to the proposed budget until 7:04 p.m. on 18 September 2024. He then stated that there had not been enough time for review of the budget and that the Board may have to meet again to approve an amended budget.
- **Motion: Approve the District's current budget with the option to amend at a later date.**

Motion by: Director Avila
Second by: Director Masters

Ayes: Director Jones
Director Avila
Director Masters

Noes: Director Fabre

Abstain: Director Flores

- Ms. Sliva then reported on the status of unclaimed funds and stated that work is still in process on unclaimed funds. Director Fabre then inquired regarding the source of information concerning unclaimed funds. Ms. Sliva responded that there were boxes that contain historical data which were being reviewed. Director Jones then inquired if Ms. Sliva could provide a possible completion date. Ms. Sliva then stated that she had sixty days (60) days to get information to the District's auditor which takes precedence and that she requested ninety (90) days to provide the District with a status on unclaimed funds. Director Flores inquired from Mr. Konopka the deadline to provide information on unclaimed funds. Mr. Konopka stated that the deadline was at the end of June every year. He then stated that he did not believe that the District would be penalized because there had been a transition in bookkeeping services.

Agenda Item No. 4: Engineer's Report, including:

- (a) status of District Facility assessment;
- (b) status of Lead and Copper Rule Revisions project;
- (c) update on development of an Asset Management Plan and Capital Improvement Plan for the District;
- (d) update on other matters, as needed; and
- (e) Infrastructure Committee report.

- Mr. Valentien next reviewed the Engineer's Report with the Board. He then updated the Board on the status of the District Facility assessment and stated that Westwood had prepared a finalized Facility Assessment, Asset Management Plan and Capital Improvement Plan ("CIP"). He then stated that the recommended projects remained the same but that some of the numbers were refined as well as additional language and clarifications added. He further stated that he would like to receive the Board's feedback and that the Board should not consider the documents as final. Mr. Valentien then stated that he would like to review the documents with the Infrastructure Committee and Inframark. A Board discussion ensued regarding deferring questions or comments regarding the District's Facility Assessment, Asset Management and CIP until next month's Board meeting.
- Mr. Valentien next updated the Board on the status of Lead and Copper Rule Revisions project. He then stated that Westwood had finished the service line inventory, and the service line inventory was ready for submission to the Texas Commission on Environmental Quality ("TCEQ"). He further stated that a question had been brought up by the Board and that Westwood had validated that the age of some of the subdivisions and the time when infrastructure was put in place were different than the age of some of the homes in the District. Mr. Valentien then stated a map was attached to his report that showed parts of the District neighborhoods that were flagged as unknown service line material. He then stated that just because an area is flagged as unknown does not mean that there is lead or galvanized piping. The deadline to submit the service line inventory to the TCEQ is 16 October 2024. He further stated that once the service line inventory is submitted to the TCEQ that the District has a 30-day window to send a letter to all affected residents. Mr. Valentien then stated that he believed there are 871 affected residents which make up six (6) sections of Anderson Mill West. He then stated that there is a template for the notice letter attached to his report. He further stated that the template for the notice to

residents was prepared by the Environmental Protection Agency ("EPA"). Mr. Valentien then requested that the Board authorize Westwood to work with the Infrastructure Committee, Inframark and the District's Attorney to modify the notice letter to best accommodate the District and approve the distribution of the letter within the thirty (30) day timeline.

- A Board discussion ensued regarding sending the service line inventory report to the TCEQ by the deadline and the template for the notice letter. Director Avila stated that the Infrastructure Committee should agree to meet with Westwood, Inframark and the District's attorney to finalize the notice letter and create an action plan. Mr. Valentien then stated that he would submit the service line inventory to the TCEQ on 11 October 2024 or 14 October 2024 in advance of the deadline. He then stated that he would present the finalized notice letter at the Infrastructure Committee meeting. He further stated that he and the Infrastructure Committee would then present the finalized notice letter to the Board for approval at next month's Board meeting held on 16 October 2024. Mr. Valentien then requested Board approval to submit the service line inventory to the TCEQ.
- **Motion: Authorize submittal to the TCEQ of the District's service line inventory concerning lead and cooper on 11 October 2024.**

Motion by: Director Flores
Second by: Director Avila

Ayes: Director Jones
Director Masters
Director Avila
Director Fabre
Director Flores
- Mr. Valentien next updated the Board on the CMU wall letter to residents. He then stated that Westwood had prepared a draft letter to the 228 residents with CMU walls. He further stated that the letter requested that residents manage and trim trees on their property to prevent potential damage to CMU walls. Mr. Valentien then stated that in line with Director Fabre's comments on the draft letter that language be inserted into the letter giving residents a timeline to take action. He further stated that he does not have a preference on when the District chooses to send out the CMU wall letter. A Board discussion ensued regarding the intent of CMU wall letter and timeline for action from residents and the District.
- Director Jones then requested an update on the sidewalk on El Salido. Mr. Valentien then stated that he would confirm ownership of the sidewalk.

Agenda Item No. 5: General Manager / Operator's Report, including:

- (a) report on operation of the District's facilities;
- (b) discuss and authorize any repairs, maintenance items, or other work deemed necessary; and
- (c) status of ParkPro Tech's replacement and repair efforts at Anderson Mill West Park.

- Next, Ms. Scales presented the General Manager/Operator's Report. She reported that a streetlight survey was conducted on 18 August 2024. She then stated that Pedernales Electric Cooperative had contacted Inframark regarding a light pole located at 1100 Hunters Creek which had deteriorated and that was no longer functioning. She further stated that the City of Cedar Park had removed the non-functioning light pole. Ms. Scales then stated that she had reached out to two contractors for proposals for the replacement of the light pole.
- She then stated that ParkPro Tek had provided a proposal to replace five (5) disc golf mats and repair nine (9) tee mats at Anderson Mill Pond Park. She further stated that ParkPro Tek's proposal in the amount of \$4,480.00 was attached to the Board's meeting packet. Ms. Scales then stated that the repair of the slide footing at Anderson Mill West Park was completed on 18 September 2024. She then stated that the wireless bridge is no longer working at Anderson Mill West Park and that the wireless bridge controls the gate at the tennis courts. Ms. Scales stated that a proposal from Oracle Security Solutions ("Oracle") in the amount of \$3,204.00 for repairing the wireless bridge reader was attached to tonight's Board packet.
- Director Flores would like to know how much had been spent on repairs for the Oracle system for the District's tennis courts. He then stated that he was agreeable to repairing the tennis courts if the tennis courts are being used.

- **Motion: Approve ParkPro Tek proposal for \$4,480.00 to replace the disc golf mats at Anderson Mill West Park.**

Motion by: Director Flores
Second by: Director Masters

Ayes: Director Flores
Director Masters
Director Jones
Director Avila
Director Fabre

- **Motion: Approve Oracle proposal for \$3,204.00 to replace the wireless bridge reader at Anderson Mill West Park.**

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Masters
Director Jones
Director Avila
Director Fabre

Noes: Director Flores

- Ms. Scales then reported on the District's 2024-2025 Liability and Property Declarations of Coverage, Schedules, and Contribution Amounts from Texas Municipal League ("TML"). She further stated that there is a slight increase in premiums for the year. She then stated that the TML insurance renewal does not include Westwood's recommendation for slow increases to coverage on the lift stations. Director Fabre then requested that Ms. Scales obtain a quote from TML which includes coverage for the additional two lift stations.
- Ms. Scales then presented an update on the accounts with no deposits on file. She then stated that there are seventy-seven (77) total accounts with \$0 deposits on file. She further stated that upon initial review there were several accounts found that were opened in the 1980's and 1990's. Ms. Scales then stated that additional review of the rate orders would be needed to determine why those accounts have \$0 deposit balances. She then stated that she hoped to have an update for the Board at the 16 October 2024 Board meeting.
- Director Flores then requested that Agenda Item 9 be moved up.

Agenda Item No. 9: Attorney's Report, including:

- (a) update regarding annexation of Anderson Mill Road by the City of Cedar Park; and
- (b) status of Master Service Agreement with Badger Meter, Inc. and discuss installation of end points.

- Mr. Konopka then reported on the annexation of Anderson Mill Road and stated that Mr. Valentien had updated the inventory list which would be sent to the City of Cedar Park (the "City"). He then stated that he would request that the City clarify debris removal from the medians as the responsibility of the City. He further stated that he would be finalizing the License Agreement and would forward to the Board for review before next month's Board meeting. Mr. Konopka stated that the City would be discussing the annexation of Anderson Mill Road at the City Council meeting on 26 September 2024.
- Mr. Konopka then provided an update on the Badger Meter, Inc. ("Badger") agreement. He then stated that Ms. Scales had received an email from Badger and that Badger had performed a complete analysis of overcharges to the District. He further stated that Badger had suggested three different solutions. Ms. Scales then stated that the correct Badger total bill amount for the District is \$8,121.25. Ms. Scales further stated that the three options relate to how the District would like to proceed with credit options. Mr. Konopka then stated that the easiest solution would be Plan B where Badger would issue a full credit of \$27,375.00 and would void all open invoices. He then stated that Badger would reissue an invoice to the District for \$8,121.25. Director Fabre then requested that Artesian cut a check to Badger in the amount of \$542.90 for the August payment of 610 end points.
- **Motion: I move that Artesian cut a check to Badger Meter in the amount of \$542.90 to pay for 610 end points for the month of August 2024.**

Motion by: Director Fabre
Second by: Director Avila

Ayes: Director Jones
Director Masters
Director Avila
Director Fabre
Director Flores

- Mr. Konopka next reported on the 2024 Director's election. Mr. Konopka then stated that Williamson County had offered to create a separate mail-in ballot for the Directors election. He then stated that mail-in ballots for Williamson County would be sent to all residents residing in Williamson County who are eligible to vote and who had previously requested a mail-in ballot. He further stated that the Director's election would be held in District at the Club House located at 1000 Old Mill Rd. Mr. Konopka stated that the dates and hours of early voting and election day voting would be the same as Williamson County. He then stated that he was seeking the Board's consent to begin working on an interlocal agreement with Williamson County.

- **Motion: I move that the Board authorize Mr. Konopka to work with Williamson County on an interlocal contract to provide mail-in ballots and for Mr. Konopka to bring the contract to the Board for approval at next month's Board meeting.**

Motion by: Director Fabre
Second by: Director Flores

Ayes: Director Fabre
Director Flores
Director Jones
Director Masters

Abstain: Director Avila

- Director Avila abstained stating that he wanted to investigate the matter further.

Agenda Item No. 6: Committee Assignments and Reports, including:

- (a) Parks Committee, including review and approve proposals as needed;
- (b) Deed Restriction Committee, including status of deed violation complaints;
- (c) Information Management Committee; and
- (d) review committee assignments and create working committees as needed.

- Director Masters then stated that it was time to start thinking about Christmas lights. She then stated that the Parks Committee was in agreement to request that Ms. Scales begin to gather proposals for installing Christmas lights in the District's parks. She then stated that any Christmas lights be low-maintenance. Ms. Scales then suggested budgeting \$10,000.00 for Christmas lights.
- Director Masters then reported that the Deed Restriction Committee had received several complaints over the last month and that the Deed Restriction spreadsheet had been updated. She then stated that none of the complaints were actionable. She further stated that there were a couple of complaints made back in July that the Deed Restriction Committee had inadvertently neglected to bring to the Board's attention regarding two residences on Texas Oak Way. Director Masters then stated that the homeowners on Texas Oak Way had installed front yard perimeter security fences. She then stated that the Texas Legislature in 2021 had passed a broad Home Owners Association ("HOA") reform bill. She further stated that since the passage of the HOA reform bill that HOA's are prohibited from prohibiting perimeter or security fences in the front yard. She then stated that the District would not desire to have residents of the District's two HOA communities benefit from the HOA reform bill while having the District potentially go after residents in other non-HOA sections for having front yard perimeter or security fencing. She further stated that one of her reasons for the resolution was to leave a paper trail for future boards to see why the Board took action on the issue. Director Masters then stated that she would like to move up Agenda 8(f) the resolution for front yard fences. She then stated that she had included photos of the front yard fencing submitted by the complainant in tonight's Deed Restriction folder. She further stated that she is proposing that the District adopt a resolution that the District will not enforce deed restrictions concerning a perimeter or security fence that extends past the front wall of the home as it sets on the homeowner's property. A Board discussion then ensued regarding the resolution and when a resolution is necessary to not enforce an item outlined in the District's deed restrictions. Mr. Konopka then stated that the resolution was meant to clarify that this District was not going to step in and restrict a homeowner's right to construct a fence. Director Jones stated that she would not vote for the resolution and that she wanted to state on the record that she is not opposed to front yard fences but that the fencing should not be unattractive to the residents.

- **Motion: I move that the Board adopt the resolution concerning front yard fences.**

Motion by: Director Masters
Second by: Director Flores

Ayes: Director Masters
Director Flores
Director Avila
Director Fabre

Noes: Director Jones

- Director Fabre then stated that she was asking for the following motion so that as the Board changes in the future that deed restriction violations are handled consistently. She then stated that the motion leaves a paper trail and records violations that the District will not enforce. She further stated that the Board has a right to see all correspondence on an alleged violation because committees do not make decisions and only the Board makes decisions. Director Flores then stated that he believed in transparency and that all Board members have the right to see any business of the District.

- **Motion:** I move that the Deed Enforcement Committee place all deed violation complaints, any replies sent by the Deed Enforcement Committee to the Complainant, and any legal communication sent to an alleged violator in a folder on the District's shared drive that has already been created for that purpose.

Motion by: Director Fabre
Second by: Director Flores

Ayes: Director Fabre
 Director Flores

The motion failed.

- Director Jones then requested that the Board move to Agenda Item 8(a).

Agenda Item No. 8: New business, including:

- (a) discuss submitting monthly Fees of Office forms for Directors;
- (b) discuss giving access to CubeSmart storage unit to Board members;
- (c) confirm continued engagement of auditor to prepare audit report for the District for the fiscal year ending 30 September 2024;
- (d) discuss renewal of District's insurance coverage with Texas Municipal League Intergovernmental Risk Pool;
- (e) discuss appeal water billing for 1401 Texas Oak Way;
- (f) discuss resolution concerning enforcement of deed restrictions related to perimeter security fences;
- (g) discuss campaign signage on voting days at 1000 Old Mill Rd.; and
- (h) discuss Director's election.

- **Motion:** I move that the Board meeting be extended by five (5) minutes.

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Masters
 Director Avila
 Director Jones

**Noes: Director Fabre
Director Flores**

- Director Jones then stated that under Agenda 3 of the Bookkeeper's Report there was a form provided by Artesian entitled ADP Directors Signature Sheets which is a form that Artesian uses with other districts. She then stated that it was important for the District to use and follow the Artesian form. She further stated that the form should be used because Artesian staff has been trained to use the form and use of the form removes the chance for errors. Director Jones stated that using the new form would make the job easier for the Directors and Artesian. Director Masters then stated that a Board member could email Artesian by the 5th of the month and that Artesian would take the information and input it into the form and have the form and a check ready for a Board member by the next Board meeting. She then stated that it was much simpler for Artesian to use their form and would lead to streamlining a Director's expenses. Director Avila then stated that he was all for streamlining the process and that he liked the form. Director Fabre then stated that Artesian's contract clearly stated that Artesian works for the District and that Artesian will follow the District's rules. She then stated that the request for the new form was just an excuse for poor performance and that she was not in favor of changing the form. Director Flores stated that he was agreeable to changing the form.

- **Motion: I move that the Board adopt the Artesian financial form.**

**Motion by: Director Jones
Second by: Director Avila**

**Ayes: Director Jones
Director Avila
Director Masters
Director Flores**

Noes: Director Fabre

- **Motion: I move that the Board meeting be extended by ten (10) minutes.**

**Motion by: Director Flores
Second by: Director Avila**

**Ayes: Director Flores
Director Avila
Director Jones
Director Masters**

Noes: Director Fabre

- **Motion:** I move that a Board resolution be drafted that after the 16 October 2024 Board meeting that no Director can claim a per diem older than ninety (90) days.

Motion by: Director Jones
Second by: Director Masters

Ayes: Director Jones
Director Masters
Director Avila
Director Fabre
Director Flores

- Director Jones then stated that mistakes happen when Directors wait a year to submit a payment request. She then stated that Directors need to make sure that payment requests are submitted within ninety (90) days. She further stated that she cannot remember what other Directors did over a year ago and that the resolution makes for clean record keeping and cuts down on errors. Director Fabre then stated that she had no objection to the ninety (90) day submission requirement. She then stated that Artesian had paid someone \$7,600.00 in back pay which is over a year's worth of per diems and greater than the amount allowed for a Director per year. She further stated that Artesian made the payment without the Board's approval, did not produce the Director Fees of Office forms for review and the money was not taken out of the Cadence checking account.

Agenda Item No. 10: Convene in executive session.

- The Board did not convene in executive session.

Agenda Item No. 11: Actions related to matters discussed during executive session.

- The Board did not convene in executive session.

Agenda Item No. 12: Such other matters as may come before the Board.

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

- **Motion:** **Adjourn the Board Meeting.**

Motion by: **Director Avila**
Second by: **Director Masters**

Ayes: **Director Avila**
 Director Masters
 Director Jones
 Director Fabre
 Director Flores

(SEAL)



Kelley Masters

Secretary, Board of Directors