

MINUTES OF MEETING OF THE BOARD OF DIRECTORS  
OF WILLIAMSON-TRAVIS COUNTIES  
MUNICIPAL UTILITY DISTRICT #1

October 21, 2020

STATE OF TEXAS

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COUNTIES OF WILLIAMSON AND TRAVIS

A regular meeting of the Board of Directors of Williamson-Travis Counties Municipal Utility District No. 1 was held at 6:00 p.m. on October 21, 2020 by remote access only in accordance with the March 16, 2020 Order by Governor Abbott temporarily suspending certain requirements of the Texas Open Meetings Act to advance the goal of limiting face-to-face meetings to slow the spread of COVID-19. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act and as modified by the Governor's Order.

The meeting was called to order at 6:14 p.m. and roll was called of the members of the Board, to-wit:

|                     |   |                               |
|---------------------|---|-------------------------------|
| Catherine Franke    | - | President                     |
| Jana Norton-Ramirez | - | Vice President                |
| Chris Rocco         | - | Secretary                     |
| Art Medrano         | - | Assistant Secretary/Treasurer |
| Luis Zervigon       | - | Assistant Secretary/Treasurer |

All Directors were present, thus constituting a quorum. Also attending the meeting were Kristi Hester, Michael Luft, and Makenzi Scales of Inframark; Herb Edmonson of Gray Engineering; Bill Flickinger of Willatt & Flickinger; Robert Tijerina of the Williamson County Constables Department; James Sagnes of Sage Management; Beth Jones of the Anderson Mill West Neighborhood Association; Girl Scout Troop 614 representatives Karen Wallace, Lilia, Maggie, Marin, Alexis, and Emily; and District residents Stacy Barrett, Usha Divi, Megan Dudo, Linda Fabre, David Flores, Terese Knicky, Christopher O'Toole, Matthew Whittington, Kelly Wrinkle, Jim (no last name given), and Meta (no last name given).

Agenda Item 1: Receive Citizens' Communications

- Linda Fabre addressed the Board with a public comment. She expressed her concerns regarding discriminatory practices, such as allowing a Girl Scout troop or other residents to present to the Board, but not the Community Forum. She noted that some families have difficulty paying their bills and that the Board should reevaluate their priorities.

Ms. Fabre addressed the Board regarding Agenda Item 6. She wants the bond application report and supporting documents posted to the District website with any necessary repairs clearly identified. A complete accounting of the televising project should be made public. She stated that Dir. Zervigon had in March suggested pausing projects to maintain financial reserves and wonders why he is comfortable spending money now.

Ms. Fabre addressed the Board regarding Agenda Item 7. Although the Sunscape slideshow at last meeting had nice pictures, close to 50% of the planting at Sun Chase Park is already dead. Another \$11,000 is budgeted to replace dead trees; she wonders if there is a warranty on those trees.

Ms. Fabre addressed the Board regarding Agenda Item 9. She says that the collection line repairs are not consistent with the notes from the Infrastructure Meeting and the costs identified there. Ms. Fabre discussed the invoice for Shine holiday lighting and wanted to know why, since

the invoice indicates they were sold to Megan Dudo, the District is paying for Anderson Mill West Neighborhood Association projects.

Ms. Fabre addressed the Board regarding Agenda Item 10. This month, the two law firms have charged significantly to deny or delay access to District records. Dir. Medrano and Dir Norton Ramirez should be the final check of these invoices and have failed the community by approving wasteful spending like paying attorneys to withhold records.

Ms. Fabre addressed the Board regarding Agenda Item 15. She thinks the District is taking liberties by using District funds to rename London Lane Pond to gratify one person.

Ms. Fabre addressed the Board regarding Agenda Item 16, saying that public funds are being used to defend a private organization. She says that the Anderson Mill West Neighborhood Association was used to trample the rights of residents in Anderson Mill West. There is an ongoing conflict of interest; Dir. Franke and Dir. Zervigon, who control the Anderson Mill West Neighborhood Association, never recuse themselves from gifting money to their own organization.

Ms. Fabre addressed the Board regarding Agenda Item 24, wanting to know if there was remaining money from the pre-approved bond amount the Board was attempting to solicit.

Ms. Fabre addressed the Board regarding Agenda Item 29. She says that the Inframark contract is being amended to include a bookkeeper for an additional \$30,000, but Inframark is already under contract to provide that service. The last two bookkeepers cost the District \$8,000 in taxes and she wonders why Inframark is being rewarded for incompetence. She also wants to know why the original contract is not being reduced for the services they were supposed to provide.

Ms. Fabre addressed the Board regarding Agenda Item 35. She says Dir. Zervigon is one of the most corrupt Board members the District has seen. He has been a ringleader in ongoing malfeasance and while he can run away from Texas, he will not run away from the law.

Ms. Fabre addressed the Board regarding Agenda Item 36. Appointing anyone to fill Dir. Zervigon's vacancy with the election thirteen days away is a slap in the face to democracy. The new directors should decide who fills the vacancy left by Dir. Zervigon. There is no District business between now and November that necessitates an appointment tonight.

- David Flores addressed the Board regarding Agenda Item 14. He does not believe that taxpayers should pay for legal expenses because Dir. Zervigon is not able to control himself or keep his mouth shut.

Mr. Flores addressed the Board regarding Agenda Item 36. He agrees with Ms. Fabre's statement about the appointment of a new Director and wants to leave the decision to the newly elected Directors.

- Jim addressed the Board regarding Agenda Item 36. He opposes the appointment to fill Dir. Zervigon's vacancy. The Board should abide by the democratic process and not reject it. The new directors should be able to appoint a new member after the election.

Jim addressed the Board regarding Agenda Item 37. Likewise, filling this appointment should be delayed until the November meeting.

- Usha Divi addressed the Board regarding Agenda Item 36. She is unsure if an announcement of the vacancy was published and if the community was aware of the vacancy. The public at large should be given a chance to show their interest and apply for the position. The Board needs time to evaluate applications and select the best choice to vote for during the next public meeting.

- Megan Dudo addressed the Board with a public comment to discuss the 11 Girl Scouts that are attending the Board meeting in order to do something good for their community and are brave enough to present during a meeting that will be recorded. They are as much a part of the community as anyone else, and that Ms. Fabre would publicly shame them so they feel like they do not belong at the meeting or deserve a place on the agenda is infuriating. There are no boundaries to her efforts to make the Board look bad. Ms. Dudo also said that the invoice from Shine was an old invoice that presumably had the wrong name as she has nothing to do with that project.

Ms. Dudo continued that the Board is losing two long-term members, Dir. Rocco and Dir. Zervigon, and wanted to thank them for their service and for making the community a better place.

- Terese Knicky addressed the Board with a public comment. She thinks that the Board should wait until after the elections to replace Dir. Zervigon.

Ms. Knicky addressed the Board regarding Agenda Item 14. She says that if Dir. Zervigon is retiring or quitting because of something personal, she does not want to have to pay for it. She does not think he should be replaced until the new Board members have taken their place and she does not want to pay for Board legal fees.

- Meta addressed the Board, seconding what Ms. Knicky said. She does not think that taxpayers should have to pay for things Dir. Zervigon has said or done, and that the Board should wait until the Directors are replaced before someone is appointed. She believes the rush seems suspect.
- Matthew Whittington addressed the Board regarding Agenda Item 14. He discussed the resolution to pay for legal expenses that was passed on Monday and wants the Board to reconsider this resolution and instead consider a reimbursement of legal fees only if the defendant is found innocent. Legal fees are not every taxpayer's responsibility, and the Board should not take advantage of their \$4 million budget.

Mr. Whittington addressed the Board regarding Agenda Item 36. He wants the Board to consider waiting until after the new Board members take office to consider this matter and appoint a replacement for Dir. Zervigon. Nominating other candidates and posting it to the website will give other MUD residents the chance to be appointed.

- Christopher O'Toole addressed the Board regarding Agenda Item 24. The bridge on Old Mill between Madeline Loop and Robby Lane has a steep drop-off. He believes this poses a danger to the neighborhood and hopes the Infrastructure Committee can address the issue.
- No action was taken on this item.

#### Agenda Item 2: Girl Scouts presentation

- Girl Scout Troop 614 presented to the Board of Directors asking for permission to install and build a natural playscape at Sun Chase Park. The Scouts are not asking for money or materials, as they have already completed their fundraising targets, but instead are seeking permission to place natural structures at an approved location.
- The presentation discussed the benefits of outdoor play before presenting a proposal for Sun Chase Park. The project is to be funded and coordinated by Girl Scout Troop 614 and installed with volunteer help from the community.
- Dir. Franke asked about the trees removed from Anderson Mill West Park and whether that wood could be salvaged for part of this project; Ms. Scales responded that the dead trees have been taken down and the ends sealed, so the Parks Committee can determine what might be useful for this project.

- Dir. Franke asked the Girl Scouts what their timeline was for completion of this project; they responded that they will work with the Board to finalize the details. Dir. Franke asked if it would be completed in 30-90 days, but the Girl Scouts are looking at a longer timeframe than that. Dir. Franke suggested scheduling a Build Day to coordinate the volunteers.
- Ms. Knicky asked about liability if someone were to be injured at the park. Dir. Franke responded that if someone gets hurt on the playgrounds or parks, the District could be sued. Mr. Flickinger clarified that the District will require engineer involvement in the project because installing anything in the park is subject to various regulations, permits, etc. that will have to be maintained in the future, and will include a safety analysis. Once those steps are completed and the facilities constructed, the infrastructure will fall under the liability policy for the District. Although someone cannot be prevented from suing, if the facilities are built per engineering requirements and appropriate safety factors, they will be no more hazardous than any other feature in the parks.
- Ms. Knicky asked whether the District or the Girl Scouts would incur the cost for the engineer to inspect this project.
- Dir. Franke would like to move forward with the Girl Scouts to complete this project. She noted there will likely be several iterations as the design and space are further examined; and, as the MUD retained some tree limbs and trunks with the intent of using them for a natural playscape, this could be incorporated into the park as well. Dir. Franke would like to look at a December time frame for the planning process.
- **Motion: Authorize the Parks Committee to work with the District's engineer and Girl Scout Troop 614 to determine if the proposed plan is feasible for installation in Sun Chase Park.**

Motion by: Dir. Norton Ramirez

Second by: Dir. Franke

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

- Dir. Zervigon thanked the Girl Scouts for their presentation of ideas and constructive thoughts; the Board likes to see projects like this that are intended to better the community.

**Agenda Item 3: Presentation by Stacy Barrett on Craft Fair in Anderson Mill West Park**

- Stacey Barrett presented information on the Be the Light Craft Fair at Anderson Mill West Park to the Board. She noted that the event will follow the CDC COVID guidelines: hand sanitizers will be available at all booths, all vendors will be required to wear masks at all times, and there will be a 10-foot distance between booths. The Craft Fair organizers are working with a non-profit organization, and although visitors are not required to pay for tickets to get in, they can donate money directly to the organization. Ms. Barrett noted that the event is intended to be held on December 5, 2020 from 11:00pm-5:00pm, but the time can be adjusted.
- Dir. Franke asked if the group intended to use the pavilion as well as the park itself; Ms. Barrett responded they would, but not the playground area. The layout she has determined will allow for about 60 vendors.
- Ms. Scales noted that hand sanitizing stations had been installed at Anderson Mill West Park and Lakeline Oaks Park; smaller parks will probably need two or three stand-up sanitizer dispensers. She additionally noted that the occupancy limit for the Anderson Mill West pavilion is 342 people (standing room, pre-pandemic).

- Mr. Flickinger said that this action will require Board approval, and park rules will need be reviewed for terms of use on renting pavilion. If this event goes beyond the pavilion into park area, there are specific rules for special events, and this is considered commercial due to the exchange of money. As a special event, they can rent the park for the annual fee of \$250.00 and the property use agreement will be required. An exception requires Board approval, or the Board can approve the event subject to compliance with these rules.
- Ms. Barrett indicated that she would like to make this an annual event in the future.
- **Motion: Approve the Be the Light Craft Fair on December 5, 2020 in Anderson Mill West Park and waive the annual \$250.00 fee for this event.**

Motion by: Dir. Franke

Second by: Dir. Norton Ramirez

Dir. Franke wants to advertise this event to the community to help people get out and interact with each other. Dir. Medrano asked if there were an exception in the policy for charity events; Dir. Franke responded that there is a gap in the rules for events such as this. The annual fee was aimed at commercial activities like Camp Gladiator or the tennis instructors.

Dir. Rocco noted that there is typically a portion of residents who will disagree with the Board's actions, so he would like to find out upfront what those objections will be to address them ahead of time. Dir. Medrano agreed, and Dir. Zervigon asked to add a notice to the front page of the website to announce the plan and obtain feedback. Dir. Franke and Dir. Norton Ramirez will review the feedback and finalize the action at the Board meeting next week.

Dir. Franke withdrew the motion.

Agenda Item 4: *Presentations by Anderson Mill West Neighborhood Association, Inc., Hunter's Glenn Homeowners Associations, Inc., Lakeline Oaks Homeowners Association, Inc. and Volente Hills at Park Forest Owners Association, Inc.*

- No action was taken on this item.

Agenda Item 5: *Participation by the District in study of traffic issues related to Aster Pass and in other parts of the District*

- Dir. Franke noted that the County was not comfortable having signage on Aster Pass itself. Dir. Norton Ramirez asked for this item to be removed from the agenda.
- No action was taken on this item.

Agenda Item 6: *Report from the District's Engineer*

- Mr. Edmonson noted that water accountability was at 99% after coordinating meters with the City of Cedar Park.
- Collection line repairs have a budget of \$100,000.00 and manhole repairs are budgeted at \$75,000.00. The Infrastructure Committee recommends combining them into a single line item of \$175,000.00 for both collection line repairs and manhole repairs. After the initial videotaping of the facilities (after the budget was approved), there were no manhole repairs that needed to be completed; all repairs fell under the collection line system and those costs to repair will exceed \$100,000.00.
- Mr. Edmonson explained the collection system review process. This inspection is required every five years per TCEQ guidelines. There were many repairs necessary due to the age of system.

- Dir. Zervigon explained that the overarching issue had been annexation by the City of Cedar Park; however, laws have changed so it is more difficult to be annexed, and MUDs must renew focus on maintaining an aging infrastructure. This type of work is the leading edge of a plan to create a long-range budget to repair aging infrastructure. The amount in authorized but unissued bonds may or may not cover all repairs, but this maintenance is the responsibility of the MUD nevertheless.
- **Motion: Combine the Collection Line Repairs and Manhole Repairs into one budget line item totaling \$175,000.00.**

Motion by: Dir. Medrano  
Second by: Dir. Zervigon

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

- Mr. Edmonson reviewed video footage and found two service saddles that are cracked in the 16" pipe at Brighton Bend as well as a cracked 8" duct at Rathlin Drive. He has received two proposals for repairs.
- Mr. Edmonson noted additional repairs that Inframark can perform; Ms. Scales said these repairs will total about \$34,000.00.
- Mr. Flickinger said that repairs of this magnitude need to go out for bid. The Board can consider soliciting other bids for more minor repairs as well.
- Mr. Edmonson will submit two RFPs for repairs and cleanout; this issue will be revisited in December.
- Mr. Edmonson will review additional proposals for the sidewalk extension to connect Sun Chase Park and Madeline Loop Pond; he will meet with Mr. Flickinger to determine if this needs to go out for bid.
- Mr. Edmonson discussed the Hatch Pond Lift Stations. He has reviewed the existing plans and maintenance reports and is putting together proposal for initial electrical upgrades.
- Mr. Edmonson discussed the sidewalk on Tierra Blanco; he has met with the County and will need to pull the sidewalk and replace it with a plate-type bridge across that section. Details will be discussed during the Infrastructure Committee meetings.

**Agenda Item 7:** *Report from the District's landscape contractor on landscape maintenance and suggested landscape improvements*

- No action was taken on this item.

**Agenda Item 8:** *Report on Security Patrols; Increase/Decrease in Hours for Patrols; Contracts with Williamson County for Use of Vehicles by Off-Duty Deputy Constables & Deputy Sheriffs; Employment of Off-Duty Deputy Constables & Deputy Sheriffs*

- Constable Tijerina advised that most schools are back in session and deputies have been patrolling school zones. He reiterated that people should continue to lock house and vehicle doors and take belongings inside.

- No action was taken on this item.

**Agenda Item 9:** *Report from District Manager and Affected Persons, including Payment of Bills and Invoices and Transfer of Funds.*

- Ms. Scales presented the general manager's report.
  - Water accountability is at 99%.
  - Collection system repairs were discussed with Gray Engineering.
  - The fans at the Anderson Mill West pavilion have been installed. Tennis court benches were also installed at both court locations.
  - Holiday lighting is being installed for the season.
  - An irrigation leak was discovered at Anderson Mill West Park; Sunscape sent a technician to investigate and repair. An additional issue with running irrigation has been repaired.
  - Playscapes at the District parks were sanitized on September 25.
  - The tennis and basketball court light outages have all been repaired.
  - There was a District-side leak at 9\*\* Wood Ridge; a crew repaired the leak, which was pinhole-sized but significant.
  - The address at 3\*\*\* Blazing Star has no account on file with usage showing on the account. Although the residence has been tagged, there has been no communication from the resident.

- **Motion: Red tag and disconnect service at 3\*\*\* Blazing Star because there is no active service account at that location.**

Motion by: Dir. Franke  
Second by: Dir. Zervigon

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

- Ms. Scales continued the manager's report.
  - 153 delinquent letters were mailed, and there were no red tags delivered and no disconnects.
  - Ms. Scales presented collection line repairs that can be performed by Inframark.
  - Ms. Scales presented the invoice for Shine; the invoice has outdated contact information and the work was requested by Inframark, not Megan Dudo. The invoice includes the standard charge for light installation as well as additional light replacements. Half the invoice amount is needed as a deposit.

- **Motion: Approve payment of \$2,892.84 as a 50% deposit to Shine for holiday lighting.**

Motion by: Dir. Franke  
Second by: Dir. Norton Ramirez

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

- Ms. Scales will procure other bids for the work Inframark provided an estimate for on the collection line. The Inframark estimate is about \$34,000 and includes a buffer amount.

- Michael Luft presented the financial report.
- **Motion: Pay bills and invoices totaling \$366,962.66.**

Motion by: Dir. Zervigon  
Second by: Dir. Medrano

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

- Mr. Flickinger discussed delinquent property taxes. Per state law and the District rate order, property taxes that are six months or more delinquent can have the unpaid amounts placed on the water bill and service can be disconnected. This only applies to customer accounts, not to renters. He recommended contacting Williamson County to determine if anyone is currently on a payment plan, in litigation, or in the collections process. A list of delinquent taxpayers should be presented to Williamson County, and, if appropriate, that amount added to customer bills.
- Dir. Franke noted that the same list will be needed from Travis County.
- Mr. Flickinger will work with Inframark to identify owners who have not paid taxes, coordinate with the Counties, and report back to the Board.
- Dir. Franke issued a directive for Mr. Flickinger and Inframark to identify delinquent tax payers and determine a resolution on how to collect those taxes.

Agenda Item 29: First Amendment to the Operation and Maintenance Agreement between the District and Inframark, LLC

- Ms. Hester seeks to amend the Inframark contract to separate accounting services from the Operations and Maintenance contract. Mr. Luft is working under a different department inside of Inframark that will provide additional support personnel. There will be no change in the budget due to this amendment; \$2,500.00 will be taken from the Operations and Maintenance contract and \$2,500.00 will be added to a separate accounting contract. There are some parts of the contract that will need to be finalized, but Ms. Hester wanted to clarify that there will be no monetary change and no change in personnel.
- No action was taken on this item.

Agenda Item 30: Accounting Services Agreement between the District and Inframark, LLC

- No action was taken on this item.

Agenda Item 10: Prior and pending Open Records Requests; costs incurred by the District and allowable costs to be charged to requestors

- Mr. Flickinger presented the Open Records Request spreadsheet report.
- Dir. Franke noted that there are ten active requests and asked when these would be resolved. Mr. Flickinger responded that it will probably be 30-day process to address these requests.
- No action was taken on this item.

Agenda Item 11: District Rate Order

- No action was taken on this item.

Agenda Item 12: Directors Election/Elección de Directores

- Mr. Flickinger reminded the community that elections will take place on November 3, 2020, and although unofficial results will be shown, asked residents to remember that there are two counties in the District that will need to be combined. Results will not be official until the Board canvasses the results of each County. New directors will be sworn in when the results canvassed and then can begin their official duties.
- No action was taken on this item.

Agenda Item 13: Resolution by Board of Directors of Williamson-Travis Counties MUD No. 1 Concerning the Removal of Signs in the Public Right-of-Way Within the District and Removal of Signs on District Property; Report by Sarah Teale to Williamson County Sheriff's Office in connection with political sign.

- No action was taken on this item.

Agenda Item 14: Ethics Commission complaints filed by Sarah Teale; Engagement of Special Counsel to defend such complaints; Payment of costs of defense of such complaints

- No action was taken on this item.

Agenda Item 15: Report from the Parks Subcommittee

- Dir. Norton Ramirez discussed the park plan; after meeting with Dir. Franke, Mr. Edmonson, and Inframark staff, she and Dir. Franke opted to proceed with Verdunity for a five-year parks plan.
- **Motion: Approve Verdunity to provide a 5-year parks plan to include an official community survey.**

Motion by: Dir. Norton Ramirez  
Second by: Dir. Franke

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

Dir. Medrano asked about the amount the RFP had cost; Dir. Franke said that \$20,000.00 had been budgeted. Dir. Rocco asked about the cost of implementation; Dir. Franke said those figures are not yet available, but part of the parks plan is identifying what changes will be made and at what cost, and will be considered prior to determining what projects to take on.

- Dir. Norton Ramirez discussed the Phase III of opening of the District parks. Many parks in the area have opened their bathrooms and water fountains. She suggested opening the bathrooms at Anderson Mill West Park and Lakeline Oaks Park, as well as allowing pavilion rentals (thought the Community Center will remain closed).
- **Motion: Proceed with Phase III parks opening, to include open restrooms and water fountains as well as full-capacity pavilion rentals.**

Motion by: Dir. Norton Ramirez  
Second by: Dir. Franke

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

Dir. Franke asked what the final reopening phase would look like; Dir. Norton Ramirez responded that the only part left is opening the Community Center. She noted that people will still be required to social distance and wear masks. Dir. Zervigon thought the Board should consider the possibility of people using the facilities that do not follow rules, and that they be precluded from using the facilities in the future. Dir. Medrano asked about the benchmarks for other parks and their opening; Dir. Norton Ramirez responded that other areas have opened their indoor facilities and are a step ahead.

- Dir. Norton Ramirez thanked Dir. Rocco for the work he has done on the Board. In light of this, the Parks Committee has decided to honor his service by renaming London Lane pond to Rocco London Lane Pond.

- **Motion: Rename London Lane Pond to Rocco London Lane Pond.**

Motion by: Dir. Norton Ramirez  
Second by: Dir. Franke

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

Abstain: Dir. Rocco

Mr. Edmonson noted that the cost will be \$490.00 to sandblast and repaint the sign. Dir. Rocco said he is pleased the park is being used as he intended it to be, as it is a good place for dogs to run and exercise off the leash. Dir. Medrano thanked Dir. Rocco for his efforts and his hard work for the MUD over the years. Dir. Zervigon noted that he has worked with Dir. Rocco for over 15 years and he has done a great job and assisted new Board members with his institutional memory and knowledge.

- **Motion: Authorize a not-to-exceed amount of \$490.00 to resurface and repaint the sign at London Lane Pond.**

Motion by: Dir. Norton Ramirez  
Second by: Dir. Franke

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

Abstain: Dir. Rocco

- Ms. Scales discussed the memorial plaque for Thomas Sacco at Hatch Pond and presented the proposed sign structure. Mr. Edmonson added that this sign is priced at \$875.00, out of \$1,500.00 budgeted for it.
- **Motion: Procure sign to memorialize Thomas Sacco at Hatch Pond at a cost of \$875.00.**

Motion by: Dir. Medrano  
Second by: Dir. Norton Ramirez

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

Dir. Franke asked about planning a dedication ceremony in December; Mr. Edmonson will discuss the timeline with the contractor.

- Dir. Norton Ramirez said that Ms. Catlin will order wildflower seeds to spread at Anderson Mill Pond.
- Ms. Scales asked how many owl houses and purple martin houses the Board wanted to purchase; Dir. Norton Ramirez wants to order five more owl houses and whatever monies are left can be used to purchase purple martin houses.

Agenda Item 16: Report from the Deed Restriction Committee

- No action was taken on this item.

Agenda Item 17: Report from the Investment Committee

- No action was taken on this item.

Agenda Item 18: Report from the Audit Committee

- Mr. Luft is preparing the financials to be sent to the auditor.
- No action was taken on this item.

Agenda Item 19: Report from the Bills & Invoices Committee

- No action was taken on this item.

Agenda Item 20: Report from the Budget Committee

- No action was taken on this item.

Agenda Item 21: Report from the Customer Care Committee

- No action was taken on this item.

Agenda Item 22: Video recording of Board meetings by the District

- No action was taken on this item.

Agenda Item 23: Report from the Information Management Committee

- Dir. Franke noted the impending changes to the front page regarding the Craft Fair.
- Dir. Norton Ramirez has spoken with Mr. Willett; the Facebook page is ready to be launched whenever the Board is ready.
- No action was taken on this item.

Agenda Item 24: Report from the Infrastructure Committee

- No action was taken on this item.

Agenda Item 25: Report from the Management Committee

- No action was taken on this item.

Agenda Item 26: Report from the Solid Waste Committee

- Dir. Rocco said that the committee will meet again regarding the Waste Management contract to ensure service levels have improved.
- No action was taken on this item.

Agenda Item 27: Report from the Records Modernization Committee

- Dir. Franke asked Item 27b be removed from next month's agenda.
- No action was taken on this item.

Agenda Item 28: Service provider/vendor evaluations

- Ms. Scales is evaluating the cleaning services contract with JaniKing and determining when to bring them back to resume regular park cleaning.
- No action was taken on this item.

Agenda Item 31: Traffic hazards in District; Request to County to Restrict through-truck traffic

- Dir. Norton Ramirez contacted the Cedar Park Police Department, who agreed to provide a trailer sign at and patrol the areas near Spiderlily and Hatch as well as Hatch and Meadow Lark.
- No action was taken on this item.

Agenda Item 32: Agreements with Williamson and Travis Counties for solar speed signs; Traffic study by Williamson County; Stop sign installation at intersection of Alexandra Lane and Old Mill Road

- No action was taken on this item.

Agenda Item 33: Agreements with Williamson and Travis Counties for maintenance of right-of-way throughout the District, including trimming trees and other vegetation, and for placement of doggie bag dispensers

- No action was taken on this item.

Agenda Item 34: Minutes from prior regular and special meetings; Reconsideration of Minutes previously approved with oral revisions

- **Motion: Approve minutes of the September 16, 2020 meeting.**

Motion by: Dir. Rocco  
Second by: Dir. Zervigon

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco  
Dir. Zervigon

Agenda Item 35: Acceptance of resignation of Director Luis M. Zervigon

- Dir. Zervigon made a statement regarding his time served on the Board of Directors. He has served for nearly 15 years and thinks the District has accomplished a great deal. Dir. Zervigon expressed his appreciation for Dir. Rocco for his long service as well. He summarized some of the notable accomplishments of the District during his tenure in the face of annexation, including streetlights, pond improvements, and park improvements. Dir. Zervigon thanked staff, including Ms. Hester and Ms. Scales, Mr. Edmonson, and his fellow Board members. Although Dir. Zervigon had planned to serve out rest of his term before retiring to Louisiana, he now prefers to spend his time with his children. He encourages the Board to appoint a replacement as soon as possible to continue work with committees so there is no interruption.
- **Motion: Accept the resignation of Dir. Luis Zervigon.**

Motion by: Dir. Franke  
Second by: Dir. Norton Ramirez

Aye:           Dir. Medrano  
                  Dir. Norton Ramirez  
                  Dir. Rocco

No:             Dir. Franke

Agenda Item 36: Appointment of replacement director to fill unexpired term of office of Luis Zervigon

- Dir. Franke received two application for the vacancy left by Luis Zervigon.
- **Motion: Appoint Beth Jones to replace Luis Zervigon on the Board of Directors.**

Motion by: Dir. Franke  
Second by: Dir. Medrano

Aye:           Dir. Franke  
                  Dir. Medrano  
                  Dir. Norton Ramirez  
                  Dir. Rocco

Agenda Item 37: Appointment of member to Deed Restriction Committee to replace Luis Zervigon

- Mr. Flickinger noted that Ms. Jones will need to be sworn in prior to accepting formal Board duties and acting as a Board member.
- Dir. Franke appointed Ms. Jones to replace Luis on Deed Restriction Committee. Her term begins tomorrow and ends on April 19, 2021.
- No action was taken on this item.

Agenda Item 38: Current appointments and assignments

- Dir. Franke appointed Ms. Jones to the committees that Dir. Zervigon had been serving on, including the Infrastructure Committee, Customer Care Committee, Investment Committee (noting that two new investment officers will need to be trained), Information Committee, and Audit Committee.
- No action was taken on this item.

Agenda Item 39: Adjournment

- **Motion: Adjournment of meeting at 9:44 p.m.**

Motion by: Dir. Medrano

Second by: Dir. Rocco

Aye: Dir. Franke  
Dir. Medrano  
Dir. Norton Ramirez  
Dir. Rocco

Linda Fabre

Board of Directors

12.23.2020

Date