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

17 June 2026

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 special session, open to the public at 5:30 p.m. on the 17th day of June 2026, 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 Director Flores and Director Rocco, thus constituting a quorum.

Also present in person were various members of the public, including Tina Flores, Linda Fabre, Tom Morrow, Tom Vacek, and Cynthia Kimble all residents of the District; Eddie Maldonado of U.S. Domestic and Foreign Protection Services, LLC ("USDFPS"), the District's security officer;, Darald Berger, and of Inframark, LLC ("Inframark"), the District's Operators; and Grant Cabler of Westwood Professional Services, Inc. ("Westwood"), the District's Engineers; and Cole Konopka of Coats Rose, P.C. ("Coats Rose"), the District's Attorneys. Bill Fry of Bill Fry & Associates ("BFA"). Attending the meeting by teleconference were Lisa Rickert and Renee Murphy of Artesian Financial Services, LLC ("Artesian"), the District's Bookkeepers.

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.

Residents discussed the wall at the corner of Kristen Lane and Old Mill Road, noting that the Lakeline Oaks Homeowners Association has been unsuccessful in working with the apartment complex to clear brush located along the wall.. Residents stated that the brush is a fire hazard and looks very untidy. Residents also addressed concerns with the Bond Application Report ("BAR"), noting that a letter opposing the bonds was sent to the Texas Commission on Environmental Quality ("TCEQ"). Additional concerns were raised regarding the district's lawsuits, stating that they are costing taxpayers money and are being used to pursue personal lawsuits against residents. Residents also raised concerns about payments to Sage Management and Fowler Law Firm, stating that the invoices do not match the work performed. They also addressed the lack of records produced by Sage Management and Fowler Law Firm in response to Public

Information Requests ("PIRs"). Residents then discussed the Request for Proposal ("RFP") for District Manager, stating that having a District Manager could improve the quality of Board decisions and encouraging the Board to have Bill Fry of Bill Fry and Associates ("BFA") assist in the process. Residents requested that multiple candidates be interviewed before making a final decision. Lastly, residents requested clarification on whether yard waste goes into the landfill.

Agenda Item No. 4: Bookkeeper's Report, including;

(a) approve bills and invoices;

Agenda Item No. 5 Minutes of the 12 May 2026, and Certified Agendas of Executive Sessions of 12 May 2026, 15 April 2026, 29 December 2025, 10 December 2025,8 September 2025, 16 July 2025, and 21 May 2025 meeting(s);

Motion: **Approve Consent Agenda.**

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

Ayes: **Jones, Avila, Norrell**
No:

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; and
(e) discuss Drought Contingency Plan
(f) update on other matters, as needed;

Mr. Cabler presented the Engineer's Report to the Board for review and approval. A copy of the Engineer's Report is available on the District's website. He then updated the Board on the Sanitary Sewer Cleaning and Televising Project, reporting that Westwood has received the final documentation from AIMS. He stated that AIMS has requested a change order in the amount of $8,645.12 due to variations between contract quantities and field conditions. Westwood reviewed the adjustments and recommended approval of Change Order No. 1. He then recommended payment of Pay Application No. 2, in the amount of $42,639.06, which included the cost of Change Order No. 1 and the release of retainage from the last pay application. Mr. Cabler then recommended that the Board approve and execute the Certificate of Final Completion for the Sanitary Sewer Cleaning and Televising 2025 Project. He also stated that Westwood provided additional construction administration services due to construction delays, inadequate sewer televising reports, incomplete pay applications, and missing project close-out documentation. Westwood requested that the Board approve the Change Order to Project Work Order No. 6 for additional services performed by Westwood in the amount of $7,940.00.

Mr. Konopka recommended that the cost of the additional services Westwood provided be deducted from the contractor's final bill, since the construction company was the one missing deadlines. This would save the District from having to pay for the contractor's failure to meet the timeline set forth in the contract.

Mr. Cabler also updated the Board on the Lead and Copper Rule Revisions, noting that the draft affidavit has been finalized and sent to Trent Christianson and Mr. Konopka for review. Mr. Christianson provided feedback stating that the material composition of the service lines from the water main up to the meter box cannot be verified by the affidavit. Westwood is working with Inframark to obtain documentation of prior service line repairs or work orders for the subdivisions between the water main and the meter box for validation purposes. Westwood is also conducting research to identify any utility contractors who may have constructed the service line from the water main to the meter box.

Mr. Cabler updated the Board on the status of the Dagama and Sun Chase Park lift stations, stating that Westwood is nearing final design and will review it with the Infrastructure Committee when it is ready. He then discussed the June 1, 2026 Infrastructure Committee meeting and included the meeting minutes in his report.

Mr. Cabler next discussed the District-Wide Sidewalk Assessment, noting that Westwood has completed a first draft and has sent it to the Infrastructure Committee for review.

Mr. Cabler then updated the Board on the Drought Contingency Plan ("DCP"), noting that it is required to be updated every 5 years. He recommended that the Board review and approve the updated DCP and requested that the Board's General Manager or Infrastructure Committee follow the action items regarding Public Education. Westwood requested additional authorization to provide a copy of the DCP to the Lower Colorado Regional Water Planning Group.

Mr. Cabler then provided an overview of projects across the District. Mr. Cabler stated that Westwood followed up with the resident at 2012 Lakeline Oaks Drive to schedule a visit to gain access to the 2012 Lakeline Oaks CMU wall from the resident's property, but received no response. He then went on to update the Board on the 3210 Red Bay CMU wall, noting that Inframark stated at the Infrastructure Committee meeting that they were scheduled to meet with the resident on Wednesday, June 3, 2026, with LandCare to obtain a quote for tree removal.

Mr. Cabler then updated the Board on AT&T's request for District maps, stating that Westwood has followed up with AT&T regarding the request for information about projects to be conducted in the District and is awaiting a response.

Mr. Cabler then updated the Board on Water Accountability Data, stating that Westwood received the data from Inframark on Friday, May 8, 2026, and will analyze the data and update the Board with any findings.

Lastly, Mr. Cabler updated the Board on the BAR, stating that Westwood contacted the TCEQ reviewer. The reviewer stated that management review has been completed and that he is awaiting a signed consent package.

Motion: **Approve and authorize payment of Pay Application No. 2 in the amount of $42,639.06, which included the Change Order No. 1 amount of $8,645.12.**

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

Ayes: **Jones, Avila, Norrell**
No:

Motion: **Approve and execute the Certificate of Final Completion for the Sanitary Sewer Cleaning and Televising 2025 Project.**

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

Ayes: **Jones, Avila, Norrell**

No:

Motion: **Approve the Drought Contingency Plan and authorize a copy to be sent to the Lower Colorado Regional Water Planning Group.**

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

Ayes: **Jones, Avila, Norrell**
No:

Agenda Item No 7: New Business, including;

(a) Director for Education/Development conference fees
(b) Consider RFP for District Manager
(c) Bookkeeper to present a proposal to process ACH in place of paper checks when applicable

Director Jones clarified that the District would pay for the Director Education and Development conference fees, not the individual Board Member. The Board discussed what the maximum amount of money the Board members could use for flights, car rentals, hotels, and food. Ms. Rickert clarified that the District already pays an annual fee to be a part of the Association of Water Board Directors ("AWBD"). Mr. Konopka also reminded the Board that the District has a policy that limits the amount of money a director can spend at a conference.

Bill Fry of BFA discussed the RFP for the District Manager position, noting that they had developed a job description and sent it to the Board for review. Next, Mr. Fry discussed BFA's draft consultant agreement with the Board, stating that, going forward, he would work with Mr. Konopka to develop the RFP for the District Manager position, should the District choose to hire him.

Lastly, Ms. Rickert discussed the process of using ACH origination instead of paper checks. She stated that vendors and consultants would be paid more quickly and that the issue of checks being lost or stolen from the mail would be reduced. Mr. Berger also mentioned that resident refund checks could not be processed through ACH origination and that those would still be paper checks.

Motion: **Approve the registration fees and costs for Development Conferences.**

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

Ayes: **Jones, Avila, Norrell**
No:

Motion: **Approve the job description and the Request for Proposal for the General Manager Position to be posted for 30 days.**

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

Ayes: **Jones, Avila, Norrell**
No:

Motion: **Approve ACH origination for payment of eligible bills and invoices.**

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

Ayes: **Jones, Avila, Norrell**
No:

Agenda Item No 8: General Manager's/Operator's Report, including;

(a) report on operation of the District's facilities;
(b) discuss and authorize park repairs/park improvements;

Mr. Berger presented the General Manager's Report for the Board's review, a copy of which is available on the District's website

Mr. Berger reported that April's water accountability was 81%. He also updated the Board on the streetlight survey conducted on May 15, 2026. No outages were reported to Pedernales Electric Cooperative, Inc. ("PEC"). He then updated the Board on the pond inspections completed on May 6, 2026, and May 8, 2026, stating that Inframark will provide quotes for the work to be completed from the inspections at the next meeting.

Mr. Berger next discussed customer billing and notices, reporting that 81 delinquent letters were mailed, 55 door tags were hung, and 6 disconnects occurred. He also noted that there were no customer requests to report.

Mr. Berger then updated the Board on the Critical Load Report, stating that districts provide the report to utility companies in case they need to turn off power to certain areas during a winter storm. Mr. Berger requested approval to submit the report to the TCEQ.

Mr. Berger then updated the Board on the website cleanup, noting that Mr. Estes has removed outdated blog posts and announcements, making the site more manageable and accessible. Mr. Berger noted that he would like to continue working with the Information Management Committee on the documents page, stating that many of the documents there may not need to be on the website. He sent a list to the Infrastructure committee and would like to set up a meeting to further discuss. Director Hanoi expressed concern about the deletion of records from the website and asked whether they were being archived. Mr. Berger stated that the documents are being archived using an alternate application.

Mr. Berger provided an update on completed projects throughout the District, noting that cleanups of Detention Pond 1 at Brighton Creek and Detention Pond 2 at Madeline Loop are complete. Then he discussed the controller replacement at the Dagama List Station, stating that the repair was completed by Generator Field Services ("GFS"). He also noted that GFS noticed that when the generator is started, the fuel pump maxes out and doesn't limit or adjust fuel properly. He is awaiting a quote from GFS for the repair and will update the Board at the next meeting. He also mentioned that the cleaning of the lift station was completed on June 9, 2026. He noted that the lift station has needed to be cleaned more frequently. He stated he has reached out to Leander Independent School District regarding the kitchen facilities to ensure they are properly maintaining the grease traps, but has not received a response. Inframark will continue to reach out until they get in contact with someone. He then discussed 2103 Wood Ridge, stating that the leak repair has been completed, but because of the weather, Alpha Paving suggested waiting to pave the street. He then discussed the cleanup of Detention Pond 6 at Cashell Wood and Detention Pond 7 at Vestavia, stating that the sediment has been removed, but that both basins need to be regraded, and because of the weather, those projects are still pending. Mr. Berger also updated the Board on AT&T Fiber Internet, noting that the service costs $100.00 per month for 500 Mbps. He stated the project is still pending because AT&T needs permits to run the fiber cable to the building.

Mr. Berger then discussed items for Board approval. He stated that Inframark was contacted by a resident regarding repair to the CMU wall grate at Hatch Road. G-Square Consulting provided a quote for $920.00. He then discussed the CMU wall repair at Hatch Road, stating that Inframark is still trying to contact the resident and will send a certified letter. G-Square Consulting provided a quote for the repairs in the amount of $6,000.00. The board deferred this item until the next meeting. He then discussed a one-time cleanup of the CMU wall to remove overgrown vegetation at the entrance to Old Mill Road and Kristen Lane, but, as previously discussed, the District is not responsible for that section of land. LandCare provided a quote for the cleanup in the amount of $1,950.00. The board deferred this item until the next meeting.

Mr. Berger then discussed two quotes for AED Defibrillators for the board meeting room. One quote from USA Bluebook for $3,192.66, which included wall case and installation, and one from Amazon for a Philips HeartStart AED Package for $2,017.59, which included wall case and installation. The board decided to defer this until the next meeting, pending research on requirements for government buildings. He then discussed a quote for new door handles with locks for the doors leading into the boardroom, priced at $489.36.

Mr. Berger then discussed the requirement to collect water samples from various addresses in the district, noting that a resident has requested that their home not be included on the sampling list because the force of the water that comes out is causing damage to their yard. Mr. Berger stated that, to remedy this, they would purchase and install a water-sampling device on the meter box, allowing them to take a sample without damaging the resident's yard. The quote from LandCare for the purchase and installation is $1,968.50. The board deferred this until the next meeting. Mr. Berger also stated that Inframark can provide the TCEQ's information to the resident in order for the resident to request not to be on the sampling list.

Mr. Berger then discussed hydro-mulching at Anderson Mill West Park to reestablish grass. LandCare provided a quote in the amount of $3,900.00. Mr. Berger also stated that LandCare provided a quote for the relandscaping of the Anderson Mill West Park monument sign in the amount of $2,157.62. He stated that vegetation growing around the monument needs to be cleared. The board decided to defer this until the next meeting.

Next, Mr. Berger discussed the need to remove two dead trees in the median at the entry point at 620 and El Salido. LandCare provided a quote for $942.86. Mr. Berger then moved on to a quote from LandCare to replace two irrigation valves at 1000 Old Mill Road and Anderson Mill West Park for $1,242.00. He stated that both valves are currently out of service and need to be replaced.

Lastly, Me Berger discussed irrigation repairs along El Salido and 620, noting that two spray heads need to be replaced and that zones 6-12 need to be investigated to determine why they are not working. LandCare provided a quote for the repairs for $526.59.

Motion: **Approve Critical Load Report to be submitted to the TCEQ.**

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

Ayes: **Jones Norrell, Avila**
No:

Motion: **Approve CMU wall grate repair for $920.00.**

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

Ayes: **Norrell, Avila, Jones**
No:

Motion: **Approve the purchase and installation of new door handles with locks for the doors leading into the boardroom for $489.36.**

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

Ayes: **Norrell, Avila, Jones**
No:

Motion: **Approve application of a 1200-gallon tank of hydro mulch to include labor, equipment, fuel, and cleanup in the amount of $3,900.00.**

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

Ayes: **Norrell, Avila, Jones**
No:

Motion: **Approve tree removal in the median at the entrance of 620 and El Salido in the amount of $942.86**

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

Ayes: **Norrell, Avila, Jones**
No:

Motion: **Approve LandCare to replace a 1.5" valve at 1000 Old Mill Road and replace a 2" valve at Anderson Mill West Park for $1,242.00.**

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

Ayes: **Norrell, Avila, Jones**
No:

Motion: **Approve irrigation repairs at El Salido and 620 for $526.59.**

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

Ayes: **Norrell, Avila, Jones**
No:

Agenda Item No 9: Committee Assignments and Reports, including;

(a) Parks Committee, including:

i. discuss needed repairs;

(b) Information Management Committee, including website updates

(c) Budget Committee, Bill and Invoices

(d) Deed Restriction Committee, Infrastructure Committee, and Security Committee; take action as needed

The Board previously discussed all repairs needed for the parks. Director Jones discussed bringing back movies in the park and requested $1,100.00 to cover the event's costs; the date will be determined later. Updates from the Information Management Committee and Budget Committee were discussed earlier in the meeting. Director Jones discussed the Deed Restrictions Committee, stating that the Committee would like to implement a yard-of-the-month program to motivate the neighborhood. Director Jones is requesting a $200.00 budget for 6 signs. Director Avila next discussed the Infrastructure Committee, stating that there are no updates and that he and Director Rocco have set a meeting to review the sidewalk assessment report. Director Jones then gave an update on the Security Committee, stating that during the summer months, security will go down to 3 days a week and will return to 5 days a week when school is back in session.

Motion: **Approve the budget of $1,100.00 for a movies-in-the-park event.**

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

Ayes: **Norrell, Avila, Jones**
No:

Motion: **Approve 6 "yards of the month signs" for $200.00.**

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

Ayes: **Norrell, Avila, Jones**
No:

Agenda Item No 10: Old business, including:

(a) status of ongoing litigation styled Cause No. 25-1224-C480; Williamson-Travis Counties Municipal Utility District No. 1 v. Linda Fabre, Tina Flores, David Flores and Sarah Teale in District Court of Williamson County, Texas; 480th Judicial District;

Director Avila stated the case has not been dismissed and is still ongoing. There were no other updates to report.

Agenda Item No 11: Attorney's Report, including

There were no updates to report. Mr. Konopka gave an update on PIR tracking, letting the Board know Coats Rose is keeping up with incoming requests. Mr. Konopka also gave a brief overview of the BAR status, stating that the report is still with TCEQ and under the Executive Director's review.

Agenda Item No 12: 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. 13: Actions related to matters discussed during executive session;

The Board took no action.

Agenda Item No 14: Such other matters as may come before the Board, including:

(a) discussion about items to be included on the agenda for future meetings (**next meeting date is 15 July 2026**); and

(b) schedule future meetings as required.

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

Secretary, Board of Directors