

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

March 8, 2023

The Board of Directors (the “**Board**”) of the Williamson-Travis Counties Municipal Utility District No. 1 of Williamson and Travis Counties, Texas (the “**District**”) met in **special** session, open to the public at 6:30 p.m. on **March 8, 2023**, 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 as required by the Texas Open Meetings Act.

Board Vice President Director Avila called the meeting to order at 6:30 p.m. and a roll call was taken. The Directors present were:

Hanoi Avila	Vice President
Linda Fabre	Treasurer
David Flores	

thus constituting a quorum. Secretary Beth Jones was absent.

There were no contracted service providers present. The members of the public present were: Carrol Norrell, Sheila Andrew, Sarah Teale, Norman Phillips, Andy Bruer, Rita Peloquin, Jana Notron Ramirez, Cynthia Kimble, and Lance Lawhon.

3. Public Comments

Carrol Norrell, Sheila Andrew, Sarah Teale, Norman Phillips, Andy Bruer, Rita Peloquin, Jana Notron Ramirez, Cynthia Kimble, and Lance Lawhon made public comments.

4. Status of Storm Cleanup

The Board noted that Mr. Scott Knussmann of Sunscape Landscaping (“Sunscape”) was unable to attend the meeting but sent in a color-coded map and a status update. Dir. Fabre read the following updates from the status update provided by Mr. Knussmann:

- There are currently two crews working each day in the district. One crew is chipping from house to house and dumping at Little Elm and the other crew is loading and hauling to Little Elm.
- Most of the debris from the Parks we hauled off from the District already. Between the parks and residential areas we have hauled off or moved roughly 60 -70 loads of stacked brush.

- The crew has been working in the district Monday – Saturday and I intend to keep that schedule until completed or we run out of available days to complete. Currently we have used roughly 25% of the allotted hours/days on the residential cleanup and as I have stated before we were well under on the park cleanups. There is still some cleanup in the parks but I expect to finish with about 30% of the allotted time unused.
- I appreciate everyone understanding just how much of a disaster this really is and knows how dedicated we are to getting the residential cleanup completed as quickly and as safely as we can. I will provide another update at the end of this week. I also want to mention that the people in the District have been very grateful and polite to our crews and I wanted to thank them for that.

Dir. Flores expressed concern that Sunscape would not be able to complete all of the cleanup in the allotted 30 days. He stated that he has solicited a bid from the company that is doing the cleanup for Cedar Park to have a frame of reference for pricing what is left to gather.

5. Call for Applicants to Fill Board Vacancy

Dir. Avila announced the resignation of Megan Dudo from the Board.

Motion: The Board to accept the resignation of Megan Dudo.

Motion by: Dir. Fabre
Second by: Dir. Avila

Ayes: Dir. Avila
 Dir. Flores
 Dir. Fabre

Dir. Fabre discussed using the email notification system to place a call for qualified residents interested in serving on the Board of Directors. She added that the email should state that any interested residents should provide a brief letter of interest (no more than 1 page printed) including:

- 1) your reasons for wanting to serve on the Board;
- 2) any work, life or learning experiences that would recommend you for this position (for example: experience related to finance, communications, records management, water infrastructure, planning, landscape, conservation); and
- 3) what opportunities for improvement do you see in the District.

Motion: **Authorize Inframark support to send the email message in the Board packet to all water account holders, inviting eligible candidates to apply for appointment to the Board no later than April 3, 2023, including posting the notice on the District website.**

Motion by: Dir. Fabre
Second by: Dir. Flores

Ayes: Dir. Avila
 Dir. Flores
 Dir. Fabre

6. Notice to Sage Management to Return All of the District's Records

Dir. Avila discussed the letter in the Board packet that he prepared to send to Sage Management on behalf of the Board to preserve and return all of the District's records. He noted that the letter of resignation was not signed by a registered agent of Sage Management. Discussion of the specific records that Jimmy and Diana Sagnes of Sage Management were to return included photos, email communications, phone logs, letters, notifications, legal research, architectural control request forms collected, and if passed on, to whom, directives to support additional services billing, directives to support invoicing, the return of software that was purchased by the District upon the hiring of Sage in November 2018, and the location of the DRC Committee Folder referenced in their letter.

Motion: **Authorize Dir. Avila to submit the letter in the Board packet with the modifications that include identification of specific records and software, signature, and printed name of authorized agent for Sage Management, the company.**

Motion by: Dir. Avila
Second by: Dir. Fabre

Ayes: Dir. Avila
 Dir. Flores
 Dir. Fabre

7. Request For Proposal (RFP) for Deed Enforcement Contractor

The Board noted that Sage Management terminated its contract with the District on February 28, 2023 without the contractually required 60-day notice and, as a result of their resignation, the website must be changed to reflect that. The Board added that as an interim solution, all Board members should be available to fill the gap, and that all deed enforcement matters should be directed to all Board members for possible solutions.

Motion: To accept the resignation of Sage Management as the deed enforcer for the District as delivered to the District's General Manager.

Motion by: Dir. Fabre
Second by: Dir. Flores

Ayes: Dir. Avila
Dir. Flores
Dir. Fabre

8. Use of Lakeline Oaks District Building by the Ranch at Cypress Creek MUD

Motion: Authorize the Ranch at Cypress Creek MUD to reserve the meeting room one time per month to hold their monthly public meeting at the rate of \$5.00 per reservation until such time as the rules can be revisited with an attorney present.

Motion by: Dir. Fabre
Second by: Dir. Flores

Dir. Fabre described the park rules change that made the use of the facilities by a non-profit organization cost prohibitive acknowledging that changing the park rules would be necessary. Dir. Flores felt that equity in the use of the facilities was instrumental and suggested that we postpone until we have filled the Board vacancy and have a new general counsel in place to assist with the rule change. Dir. Fabre agreed and withdrew her motion. No vote was called.

10. Future Agenda Items

The Board noted the following future agenda items:

Ranch at Cypress Creek use of facilities in April

11. Adjourn

Motion: Adjournment of meeting.

Motion by: Dir. Avila
Second by: Dir. Flores

Ayes: Dir. Avila
 Dir. Flores
 Dir. Fabre


Secretary, Board of Directors

(SEAL)

