

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

October 19, 2022

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 **regular** session, open to the public at 6:30 p.m. on **October 19, 2022**, 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.

The roll was called of the following members of the Board to wit:

Catherine Franke	President
Art Medrano	Vice President
Beth Jones	Secretary
Megan Dudo	Treasurer
Linda Fabre	

and all Directors were present, thus a quorum was present.

Also present were Makenzi Scales, Stephanie Reese, and Priscilla Lenzen of Inframark ("**Inframark**"), the District's General Manager; Herb Edmonson of Gray Engineering, Inc. ("**Gray**"), the District's Engineer; Diana and Jimmy Sagnes of Sage Management Services ("**Sage**"); the District's Deed Restriction Enforcement Company; and Zachariah T. Evans of ("**McGinnis**"), the District's Attorney. Several members of the public were also in attendance.

Director Franke called the meeting to order and noted that persons had signed up to address the Board during Citizen Communications. The Board then heard from all members of the public who signed up to speak.

The Board with the exception of Director Fabre who was excluded from participation then entered into executive session pursuant to Section 551.071, Texas Government Code, to consult with Mr. Evans' on agenda item 12(a)(i). The Board then reconvened in open session, and Director Franke reported that no decisions were made and no votes taken on any of the items discussed in executive session.

Next, the Board considered approval of the monthly consent agenda. Ms. Lenzen noted two adjustments to the checks presented in payment of District invoices. After a brief discussion, upon a motion duly made by Director Dudo and seconded by Director Jones, the Board voted to approve the Consent Agenda. The motion passed with Directors Jones, Dudo, Franke, and Medrano voting in favor, and Director Fabre voting against the motion.

Ms. Lenzen then reviewed the Finance Reports with the Board. She reviewed the income for the District and summarized the activity in each of the District's accounts. Ms. Lenzen then reviewed the Cash Balance Report and noted that the total amount of the checks prepared for payment of bills and invoices to the District for September was \$300,642.34.

The next item of business before the Board was a supplement engagement letter with McGinnis to include a \$50,000.00 retainer based on concerns of the outcome of the November 2022 election. After consideration, upon a motion duly made by Director Franke and seconded by Director Dudo, the Board voted to approve the supplemental engagement letter with McGinnis including the retainer, as presented. The motion passed with Directors Franke, Jones, and Dudo voting in favor of the motion, and Directors Fabre and Medrano voting against the motion.

At this time, Mr. Evans exited the meeting. Director Franke then reviewed a revised agreement with Sage. She detailed the changes included in the revised agreement with the Board. A lengthy discussion ensued, after which the Board agreed to table the contract at this time. Mr. Evans then reentered the meeting. Director Franke next motioned to approve a \$12,000.00 retainer for Sage. Director Jones seconded the motion. The motion passed with Directors Franke, Jones, and Dudo voting in favor of the motion, and Directors Fabre and Medrano voting against the motion.

Mr. Edmonson next presented the Engineer's Report. He stated that Gray was requesting approval to advertise for bids for the improvements to the Hatch Lift Station. After discussion, upon a motion duly made by Director Medrano and seconded by Director Fabre, the Board voted unanimously to authorize Gray to move forward with advertising for bids for the Hatch Lift Station improvements.

Continuing his report, Mr. Edmonson presented a proposal from Westar Construction, Inc. ("**Westar**") in the amount of \$6,250.00 to remove and replace the concrete driveway at the Hatch Lift Station. After consideration, upon a motion duly made by Director Medrano and seconded by Director Franke, the Board voted unanimously to approve the proposal from Westar, as presented.

Mr. Edmonson next reported that bids were solicited from four vendors to construct a six-foot concrete sidewalk along the El Salido side of Anderson Mill West park. He continued that Gray reviewed the bids and was recommending that the Board approve the low bidder Westar, at a total cost of \$34,996.50. Director Dudo detailed the project with the Board and explained that the project was included in the District's current Park Plan and the costs within the District's budgeted amounts for the project for the current fiscal year. Upon a motion duly made by Director Dudo and seconded by Director Jones, the Board voted to approve the bid from Westar, as presented. The motion passed with Directors Jones, Franke, Dudo, and Medrano voting in favor, and Director Fabre abstaining from the vote.

The Board next considered purchasing and installing a playscape for Sun Chase Park. Director Dudo described plans for the playscape. She continued that, after research, the Parks Committee found a vendor, Tiny Town Studios, to construct and install the playscape. She stated that the Parks Committee reviewed the possible options and was recommending moving forward with Tiny Town Studios. Director Dudo noted that the budget for this project was \$50,000.00. Director Dudo then motioned to approve construction of a playscape by Tiny Town Studios in an amount not to exceed \$50,000.00. Director Jones seconded the motion, which motion passed unanimously.

Ms. Scales next presented the General Manager's Report. Ms. Scales requested approval for \$70,000.00 as a retainer to cover Inframark's base contract costs going forward. After discussion, Director Franke motioned, and Director Dudo seconded to approve the \$70,000.00 retainer for Inframark base contract costs. The motion passed with Directors Dudo, Jones, and Franke voting in favor, and Directors Fabre and Medrano voting against the motion.

Continuing her report, Ms. Scales stated that the Parks Committee was requesting approval to secure a movie license to host a movie in the park. Director Jones motioned to approve the request at a total cost not to exceed \$600.00. Director Medrano seconded the motion, which motion passed with Directors Jones, Dudo, Medrano, and Franke voting in favor, and Director Fabre voting against.

Ms. Scales next reported that the Parks Committee was asking the Board's approval to purchase five dog waste stations to replace stations at parks within the District. After consideration, upon a motion duly made by Director Medrano and seconded by Director Jones, the Board voted unanimously to approve the purchase of five stations for the District's Parks, at a total cost not to exceed \$1,700.00.

The Board next discussed holiday lighting within the District. Ms. Scales reported that the Parks Committee was recommending approval of a proposal from Premier Austin Holiday Lighting in the amount of \$7,485.00 to install holiday lighting within the District. She noted that this item was included within the District's budgeted amounts for the current fiscal year. Upon a motion duly made by Director Jones and seconded by Director Dudo, the Board voted unanimously to approve the proposal as presented.

Next, Ms. Scales stated that Inframark was encouraging the Board to participate in the Texas Utility Help program. She explained that the program provides assistance to both homeowners and renters in the event they need help paying their utility bills. She continued that Texas Utility Help covers both energy and water bill assistance and that, if approved, information about the program would be included on the District's utility billing as well as on the District's website. After discussion, Director Medrano motioned and Director Franke seconded to participate in the Texas Utility Help program. The motion passed unanimously.

Ms. Scales then reported on Inframark's average price index ("**API**") increase. She stated that this year's increase was 4.047 percent, resulting in a monthly increase

to the District of \$2,110.58 and an annual increase of \$25,326.96. After discussion, upon a motion duly made by Director Franke and seconded by Director Dudo, the Board voted to approve the API increase of 4.047 percent to Inframark. The motion passed with Directors Dudo, Jones, Franke, and Medrano voting in favor of the motion, and Director Fabre voting against the motion.

Ms. Scales then reported that the District's water accountability for the month of September was at 89 percent of water billed versus water received. She then detailed reasons for the accountability numbers and possible solutions.

The Board next discussed the District's Drought Contingency Plan. Ms. Scales stated that the Board had a plan in place, which plan would be posted on the District's website.

Ms. Scales then reported on recent security issues at the District's Community Center. She stated that Inframark was soliciting proposals to install safety windows in the Community Center, which proposal should be available for review by the Board at the District's November meeting.

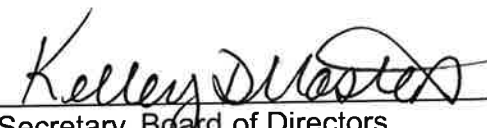
Director Jones then stated her belief that more security was needed at London Lane Park. She reported on several issues occurring with the park. The Board agreed that this was a matter for the Security Committee to consider for possible recommendations to the Board.

Next, Ms. Scales updated the Board on the status of the District's compliance with the TPDES Phase II MS4 General Permit. She stated that Inframark would prepare and file the annual report. She also noted that the District's annual stormwater training and presentation would be held during the District's December Board meeting.

Director Fabre requested that public information request processing, billing, and related public complaints be included on the Board's next regular agenda.

There being nothing further to come before the Board, the Board confirmed the District's next meeting date of November 16, 2022, at 6:30 p.m., and the meeting was adjourned.




Secretary, Board of Directors
Williamson-Travis Counties
Municipal Utility District No. 1