

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

19 June 2024

STATE OF TEXAS

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COUNTIES OF WILLIAMSON AND TRAVIS

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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 19th day of June 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:

Linda Fabre	President / Treasurer
Hanoi Avila	Vice President
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 Tina Flores, Kathy Engberg, Sarah Teale, Sylvia Lopez, Jill St. George, Mark Lund and Karen Atchison, residents of the District; Makenzi Scales and Stephanie Reese of Inframark, LLC ("Inframark"), the District's Operator and General Manager; and Cole Konopka of Coats Rose, P.C. ("Coats Rose"), the District's Attorney. Attending the meeting by teleconference were Cara Sliva and Tia Wright of Artesian Financial Services ("Artesian"), the District's Accountant; Jacob Valentien of Westwood Professional Services, Inc. ("Westwood"), the District's Engineer; and Tammi Nelson of Coats Rose.

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

- Ms. Flores addressed the Board with a public comment on behalf of Cynthia Kimble. Ms. Flores stated that the Board's primary duty is to act in the best interest of the District. She further stated that each Board member has a fiduciary duty and must act responsibly when managing District funds. Ms. Flores also stated that reconciling vendor invoices is critical so that the District maintains sufficient funds for essential water and sewer functions. She expressed her goal of prioritizing the collective interests of the District over individual desires.
- Ms. Engberg then addressed the Board with a public comment concerning a malfunction of her digital water meter which has an application endpoint. She stated that her digital meter began running all day on 29 April 2024. She further stated that her meter, over a period of four days, showed 1,364.3 gallons of water usage. She also stated that she placed a call to Inframark who sent someone out on 2 May 2024 who confirmed that there was no water leak. Ms. Engberg is requesting a refund of \$5.00 in excess overage for

water not used. Director Fabre then stated that the Board would investigate her account and that her request for a refund would be on next month's agenda.

- Next, Ms. Teale addressed the Board with a public comment and stated that she had watched the District for many years and that there seemed to be perennial problems with contract creation, management and enforcement. She stated that the system creates inherent conflicts of interests when one contractor is hired to oversee another contractor who then works with that contractor in other scenarios. She also stated that making changes for the best governance in local government is hard and takes time and attention to details.
- Ms. Lopez next addressed the Board with a public comment and stated that she would like to provide input to the Board meeting held on 15 May 2024. She stated that she witnessed a lack of preparedness from three out of the five Board Members, which she stated was disrespectful to the community. She further stated that she found a lack of respect among Board members. She also stated that she questioned the ethics and whether certain Board members should resign from the Board.
- Mr. Lund addressed the Board with a public comment and asked where the District buys its water. Director Fabre answered that the District buys its water from the City of Cedar Park (the "City"). Mr. Lund then asked how the water was priced. Director Fabre stated that pricing was based on a pass-through system and that it was a tiered rate. Mr. Lund also asked what deed restrictions govern the District. Director Fabre stated that the District's policy concerning deed enforcement is listed on the District's website. She further stated that Lakeline Oaks has a homeowner's association ("HOA"), and that the Lakeline Oaks HOA has asked the previous Boards not to interfere in enforcement of deed restrictions.
- Director Fabre then requested that consultants provide the Board with an executive summary of their report in an effort to move forward the business of the District and to see how far the Board could get in two hours. She also stated that the Board packet is published on the District's website.

Agenda Item No. 2: Consent Agenda, including approval of minutes of 3 April 2024, 17 April 2024, and 15 May 2024.

- **Motion: Approve the minutes of 3 April 2024, 17 April 2024, and 15 May 2024, as presented.**

Motion by: Director Flores
Second by: Director Masters

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

- Director Masters then asked to formally bring agenda item 8(f) forward.
- **Agenda Item No. 8(f).** Director Masters then stated that the Board meeting held on 15 May 2024 went until 11:30 p.m. and was five hours long. She further stated that marathon meetings are not accessible to the public because the public cannot stay up that late. She then stated that with her proposed resolution, three votes can extend a Board meeting and that three votes can move an item up on the agenda or defer an item to a later meeting. Director Masters then stated that it is possible for the Board to accomplish the business of the District in two hours if Board members are prepared and move efficiently, economically and courteously through the agenda. Director Avila agreed that the District can save taxpayer money by keeping the meeting to two hours. Director Jones then stated that the Board can make sure that consultants get paid and ensure water services in two hours. Director Flores then stated that two hour Board meetings are possible if Board Members do not interrupt other Board Members when they speak or go out of order. Director Fabre then stated that her first choice would be to limit the Board meetings to two hours. She further stated that the agendas were lengthy, and that the business of the District was considerable.
- **Motion: Adopt the Resolution Concerning Length of Meetings to limit Board meetings to no more than two hours.**
- **Motion by: Director Masters**
- **Second by: Director Jones**
- **Ayes: Director Jones**
- **Director Flores**
- **Director Fabre**
- **Director Avila**
- **Director Masters**

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) status of five-year transaction history from Austin Capital Bank;
- (d) begin reviewing preliminary budget for Fiscal Year 2025; and
- (e) unclaimed property.

- Director Fabre noted that the financial report was not received until after 4:30 p.m. on 19 June 2024, and that she had not reviewed the report.
- 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. A discussion ensued regarding why the report was not presented in a timely manner. Ms. Sliva then stated that Artesian had been experiencing technical issues. She reported that she was able to access the District's Google Drive. A discussion ensued regarding overpayment on Check No. 1222 to T.F. Harper and Associates LP ("T.F. Harper") in the

amount of \$58,184.56 and the Board's practice of holding checks. Director Jones then stated the Board should not hold checks for consultants who provide services to the District every month and that consultants should be paid every month.

- **Motion: Authorize payment of checks to consultants on a monthly basis.**

Motion by: Director Jones

There was no second on the motion and the motion failed.

- Director Fabre then reiterated to the bookkeeper that the District, by resolution, does not accept invoices submitted after the 5th of each month. A Board discussion ensued regarding Director Fabre's request to hold payment of the bills and invoices on checks totaling approximately \$100,000.00 that were not included in the bills and invoice package but inserted at 4:30 p.m. on the day of the meeting and have had no review at all.

- **Motion: Defer payment of the District's bills and invoices until all checks can be reviewed.**

Motion by: Director Fabre
Second by: Director Flores

Ayes: Director Fabre
Director Flores

Noes: Director Jones
Director Avila
Director Masters

The motion failed.

- **Motion: Defer payment of Check No. 1222 to T.F. Harper in the amount of \$58,184.56 and the deposit refund checks until checks are resolved, and authorize payment of the remaining bills and invoices.**

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Jones
Director Avila
Director Masters

Noes: Director Flores
Director Fabre

- Director Fabre then requested an update from Artesian on the status of obtaining the five-year transaction history from Austin Capital Bank. Ms. Sliva sought approval for an expenditure between \$500-\$1,000 to obtain a five-year transaction history explaining, because the account was closed, she believed there would be a charge. Director Fabre reminded the Board that she had requested the five-year history prior to the account being closed because only previous Board members had access to the account and no one else could get into it. Mr. Konopka then suggested that Ms. Sliva make an inquiry with her contact at Austin Capital Bank regarding possible charges and provide an update at the next Board meeting.
- Director Fabre then stated that the Board was beginning review of the budget for the District for the fiscal year ending 30 September 2025. Ms. Sliva reported that Artesian would be submitting a report to the Board on the unclaimed property in the District by the 30 June 2024 deadline. Director Fabre requested that Artesian distribute a copy of the unclaimed property report that is submitted to the Texas Comptroller of Public Accounts to the Board.

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

- (a) status of Sun Chase Park playscape (Cunningham Recreation);
 - (b) status of Sun Chase Park cleanup and tree maintenance;
 - (c) status of Hatch Lift Station project (Liberty Civil Construction, LLC);
 - (d) discuss assessment of Hatch Lift Station failure, take necessary action;
 - (e) status of District Facility assessment;
 - (f) status of Lead and Copper Rule Revisions project;
 - (g) update on development of an Asset Management Plan and Capital Improvement Plan for the District;
 - (h) update on other matters, as needed; and
 - (i) Infrastructure Committee report.
- Mr. Valentien next reviewed the Engineer's Report with the Board. He updated the Board on the status of the Sun Chase Park playscape and stated that the playscape was inspected by ParkPro Tek on 7 June 2024. Mr. Valentien reported that the installation of wood fiber at Sun Chase Park was delayed. He further stated that all remedy issues identified by ParkPro Tek as well as re-inspections should be resolved and completed in advance of the grand opening of Sun Chase Park. Director Fabre stated that she was surprised at some of the failures identified in the ParkPro Tek inspection report. Director Masters stated that the Parks Committee was also very surprised by the report. She further stated that there is a Board resolution in place that states that all playgrounds must pass an inspection before they are opened to the public.
 - Mr. Valentien next updated the Board on the status of Sun Chase Park cleanup and tree maintenance. He reported that Davey Tree Service ("Davey") had completed the tree maintenance and cleanup work of Sun Chase Park on 14 June 2024 and that Westwood had walked the park with Davey. He further reported that a Chinaberry tree had been removed that had a light fixture attached, and that Ms. Scales had investigated the addition of a light pole where the tree was removed. Mr. Valentien then recommended payment of the Davey invoice once received.

- Mr. Valentien next updated the Board on the status of the Hatch Lift Station failure. He stated that on 24 May 2024 a start-up was attempted but failed due to faulty parts and equipment. He further stated that a second start-up of the Hatch Lift Station occurred on 30 May 2024 and was successful and that the lift station project was deemed substantially complete. Mr. Valentien then stated that Westwood conducted a final walkthrough on 11 June 2024 of the Hatch Lift Station project with Liberty Civil Construction, LLC ("Liberty Civil"), and that a final punch list of needed repairs was prepared and is attached to the Engineer's report. Mr. Valentien also stated that he had contacted the previous electrical engineer for the project to conduct a review of the electrical scope of the project. A discussion ensued regarding Pay Application No. 3 from Liberty Civil in the amount of \$306,900.00, which reflected a ten percent (10%) retainage for remaining punch list items and a potential mechanics and materialmen's lien from Smith & Loveless, Inc.

- **Motion: Approve Pay Application No. 3 from Liberty Civil in the amount of \$306,900.00 and defer submitting check payment until mechanics and materialmen's lien can be reviewed by the District's Attorney to ensure no liability on the part of the District.**

Motion by: Director Avila
Second by: Director Masters

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

- Mr. Valentien then updated the Board on the assessment of the Hatch Lift Station Failure. He stated that Westwood had reviewed the Work Orders and the log book provided to Westwood. He stated that the log book confirmed what was included in the Work Order, which was that a leak was noticed at the Hatch Lift Station and that there was a period of time without any entries from Inframark. Mr. Valentien stated that his investigation revealed that a leak in the dry well was noticed and that preventative actions were not taken or documented.

Agenda Item No. 10: Convene in executive session.

- The Board convened in executive session at 7:45 p.m.

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

- The Board reconvened in open session at 8:37 p.m.
- **Motion: Authorize retention of a litigator to prepare a demand letter to Inframark for the recovery of costs associated with repair of the**

Hatch Lift Station failure.

Motion by: Director Fabre
Second by: Director Flores

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

- Mr. Valentien next updated the Board on the status of the District's facility assessment and the development of an Asset Management Plan and Capital Improvement Plan ("CIP") for the District. Mr. Valentien reported that Westwood had made two site visits to look at the lift stations and obtain photographs. He further reported that an additional site visit had been scheduled to document the District's detention ponds and other assets. He then stated that the goal was to provide information to the Board to aid in the budget preparation process.
- Next, Mr. Valentien updated the Board on the status of the Lead and Copper Rule Revisions project. He stated that Westwood has continued to exhaust all desktop studies or research to avoid field investigations. He then stated that the investigation was trending toward the need for field investigations and that Westwood would provide a decision on the need for further field investigations at the 17 July 2024 Board meeting.
- Mr. Valentien then reported that he had met with the Infrastructure Committee on 6 June 2024 and that meeting minutes were attached to the Engineer's report.
- Director Fabre then stated that the length of the meeting was now at two hours and ten minutes.
- **Motion: Authorize extension of meeting to cover Agenda item 5, the General Manager's report and Agenda items 6(a) through (d).**

Motion by: Director Masters
Second by: Director Avila

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

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;
- (c) status of repair of monument sign on El Salido Parkway;
- (d) status of outstanding checks for refunding of customer deposits;
- (e) status of ParkPro Tech's replacement and repair efforts at Anderson Mill West and Lakeline Oaks Parks;
- (f) update on Federal Emergency Management Agency (FEMA) reimbursement for storm cleanup;
- (g) update on District Asset Inventory;
- (h) discuss approval of Hazardous Waste Pickup Program;
- (i) discuss Spring Cleanup event;
- (j) review and approve Consumer Confidence Report – 2023 Drinking Water Quality Report;
- (k) adopt Amended Rate Order; and
- (l) discuss illicit discharge of pool water at 1602 Spiderlily View and updating District's Rules and Regulations.

- Next, Ms. Scales presented the General Manager/Operator's Report. She reported that Inframark had received the following two proposals from LandCare: (1) to remove a dead tree at Aster Park in the amount of \$322.01; and (2) to repair a leak and replace an irrigation valve by the Amenity Center in the amount of \$568.00. Ms. Scales then presented a proposal from Onix in the amount of \$1,008.00 for the annual renewal of the license for the District's Google Drive account. She reported that she had been in contact with Colt James of Registered Accessibility Specialists ("RAS") who will be conducting the Sun Chase Park inspection for compliance with accessibility standards and was seeking the Board's approval of a not-to-exceed amount of \$2,000.00 for the inspection.

- **Motion: Authorize RAS to conduct an inspection of Sun Chase Park in an amount not to exceed \$2,000.00.**

Motion by: Director Masters
Second by: Director Avila

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

- **Motion: (1) approve the two proposals from LandCare to remove the dead tree located at Aster Park in the amount of \$322.01 and to repair the irrigation valve by the Amenity Center in the amount of \$568.00; and (2) approve the proposal from Onix for the annual renewal of the license for the District's Google Drive account in the amount of \$1,008.00.**

Motion by: Director Masters
Second by: Director Fabre

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

Noes: **Director Flores**

- Ms. Scales next reported that during the District's Quarter 2 inspection that ParkPro Tek reported a broken slide footing at Anderson Mill West Park that required removal and repair. She presented a proposal from ParkPro Tek for the repair of the broken slide at Anderson Mill Park West in the amount of \$1,750.00.

- **Motion:** **Approve the proposal from ParkPro Tek to repair the slide at Anderson Mill West Park in the amount of \$1,750.00.**

Motion by: **Director Flores**
Second by: **Director Masters**

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

- Ms. Scales then updated the Board on the Consumer Confidence Report attached to the Manager's Report. She reported that all water samples in the report were in compliance but that two violations were noted on page 3. She then stated that the violations have been mitigated and were due to a transition of Artesian as the District's Bookkeeper and that an address change request was made with the Texas Department of State Health Services. A Board discussion ensued. Director Fabre then inquired whether the TCEQ will fine the District. Ms. Scales stated that she does not believe that the Texas Commission on Environmental Quality will fine the District. Ms. Scales then requested approval of the Consumer Confidence Report.

- **Motion:** **Approve the Consumer Confidence Report as presented by Inframark.**

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

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

Absent: **Director Jones**

- Next, Ms. Scales updated the Board on the status of the Hazardous Waste Pickup Program as outlined in the General Manager/Operator's Report. She then stated that a plan was in place to begin notifying District residents of the new program which included putting a notice on the residents' water bills as well as signs directing residents to the District's website to learn more about the program.

- **Motion: Approve the Hazardous Waste Pickup Program for a period of one year.**

Motion by: Director Masters
Second by: Director Avila

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

- A discussion then ensued regarding the illicit discharge of pool water at 1602 Spiderlily View. Ms. Scales stated that Inframark could draft a friendly letter to the resident regarding the illicit discharge of pool water. Director Fabre stated that the letter should include the proper process to drain pool water and she requested that instructions on how to properly drain a pool be added to the District's website.

- **Motion: Authorize Inframark to send a letter to the resident at 1602 Spiderlily View in the manner discussed by the Board and to update the District's website with information from the Storm Water Management Program regarding illicit discharge of pool water.**

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Jones
Director Fabre
Director Avila
Director Masters

Noes: Director Flores

- A discussion ensued regarding amending the District's Rate Order with the proposed changes as reflected in the draft Amended Rate Order included in the Board Packet.

- **Motion: Approve the Amended Rate Order with the proposed two changes.**

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Masters

**Director Avila
Director Jones
Director Flores
Director Fabre**

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.**

- Next, Director Masters reported that the grand opening party for Sun Chase Park had been scheduled for 29 June 2024. She then stated that she had hired Joe McDermott to provide musical entertainment as well as arranging for face painting and balloon animals. She further stated that she had arranged for Bananarchy food truck to offer frozen treats for purchase. She then stated that signage had been placed around the District regarding the event.
- Director Masters next provided an update from the Deed Restriction Committee regarding 2012 Dayflower Trace. She stated that two weeks after the letter was sent out to the homeowner regarding deed restriction violations, the resident mowed the yard and addressed the ant problem and that the residence is occupied.
- Director Avila next provided an update from the Information Management Committee. He stated that he and Director Jones had replied to an email from Ms. Kimble. He also stated that in his email to Ms. Kimble, he recommended that the Board not admit any member of the public to a Board committee without the Board's approval. Director Fabre then requested that the Information Management Committee check the links on the District's website, as some of the links are broken.
- A discussion ensued regarding Ms. Engberg's request for a refund of \$5.00 in excess overage for water not used due to a malfunctioning digital water meter.

- **Motion: Authorize a \$5.00 credit to the account of Ms. Engberg for her perception of an electronic meter malfunction.**

**Motion by: Director Fabre
Second by: Director Avila**

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

Noes: Director Flores

- Director Avila stated that he had a motion for agenda item 6(d) the review of committee assignments and create working committees. He then stated that after the 19 June 2023 Board meeting that it was brought to his attention that the District's accountant was resigning due to the inability to effectively work with the District's current President, Director Fabre. He then stated that during the 19 June 2023 Board meeting that he realized that the District's accountant was resigning and that he then took appropriate steps to remedy the situation. Director Avila then stated that Director Fabre micromanages the District's consultants in such a way as to affect the District's business relationships and affects the efficiency and productivity of consultants. Director Avila further stated that as Directors they act to provide proper oversight and governance. A discussion ensued. Director Flores then stated that Director Fabre had been doing a great job checking bills and invoices. He then stated that Director Fabre had demonstrated her commitment to the District and the oversight of public funds. Director Masters then stated that she had mixed feelings because Director Fabre is very good at reviewing bills and invoices but can become sidetracked by the minutia with varying degrees of accuracy. She then stated that if Artesian leaves the District that the District would be in a bad position to find another accountant and we have some jeopardy attached with our auditor. Director Jones then stated that it is her opinion that Artesian and the District's Auditor do not have a good relationship with Director Fabre. She stated that she wants to keep a good working relationship with contractors. Director Fabre then stated that she is concerned that Director Avila took matters into his own hands which is making a decision for the Board. She further stated that she does not need to be on the Billing and Invoice Committee to review the bills and invoices. She then stated that Artesian had made errors every month. Director Fabre reminded the new committee to be sure the bills and invoices are in the Board Packet five business days prior to the Board meeting so that they can be reviewed.

- **Motion:** Authorize removal of Director Fabre from the Billing & Invoice Committee and appoint Directors Jones and Director Avila to the Billing & Invoice Committee.

Motion by: Director Avila
Second by: Director Jones

Ayes: Director Jones
 Director Avila
 Director Masters

Noes: Director Flores
 Director Fabre

Agenda Item No. 8: New business, including:

- (a) discuss appointing volunteer residents to certain Committees and reaching out to individuals in the District for committee involvement;

- (b) discuss installation of streetlights in the District;
- (c) discuss submitting monthly Fees of Office forms;
- (d) discuss shredding and/or storage of accounting records;
- (e) review and approve Resolution Outlining Director Communications with Consultants;
- (f) review and approve Resolution to Limit Board Meeting to no more than two hours;
- (g) discuss giving access to CubeSmart storage unit to Board members; and
- (h) consider reconstitution of the Board of Directors.

- Director Avila then requested that the Board move up agenda item 8(e) and discuss the Resolution Outlining Director Communications with Consultants (the "Resolution"). His request stems from a concern about the amount of time contractors are having to dedicate to answering emails is out of control without the approval of the Board. Director Avila stated that he requested that Mr. Konopka not charge for his time for the preparation of a draft of the Resolution. He then stated that he proposed the language for the Resolution and that Mr. Konopka provided the draft. Mr. Konopka stated that he is not billing for his time. A board discussion ensued.

- **Motion:** **Adopt the Resolution, as written, which limits the ability of the District's consultants to communicate, written or verbal, or produce information of any kind to any individual Director outside of the consultant's base fee to one hour per month, and that beyond said hour, consultants must seek full Board approval prior to answering any question or providing any information to any individual Director.**

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

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

Noes: **Director Flores**
 Director Fabre

Agenda Item No. 7: Old business, including:

- (a) discuss account status and repairs by the property owner on Black Cherry Drive;
 - (b) discuss Request for Qualifications (RFQ) for a financial advisor for the District;
 - (c) discuss Constable's summer patrol schedule, report on overlapping of hours and Constable attendance at Board meetings; and
 - (d) discuss transition plan for Municipal Operations & Consulting (MOC), take necessary action.
- Director Fabre next requested that all of the District's Committees work on a transition plan for Municipal Operations & Consulting ("MOC").

- **Motion:** Authorize all of the District's Committees to create a transition plan for MOC for the 17 July 2024 Board meeting.
- Motion by:** Director Fabre
- Second by:** Director Flores
- Ayes:** Director Fabre
Director Flores
- Noes:** Director Jones
Director Avila
Director Masters
- Mr. Konopka then requested that the Board discuss the Request for Qualifications ("RFQ") for a financial advisor for the District. He then presented a proposal from Specialized Public Finance, Inc. to assist with setting the tax rate for the District for the 2024 Tax Year.
- **Motion:** Approve the proposal from Specialized Public Finance Inc. to assist with setting the tax rate for the District for the 2024 Tax Year.
- Motion by:** Director Fabre
- Second by:** Director Flores
- Ayes:** Director Jones
Director Flores
Director Fabre
Director Avila
Director Masters
- Director Jones then directed the Board's attention back to agenda item 6(b). She stated that she does not feel that Director Fabre is fulfilling her job as President of the Board of Directors of the District.
- **Motion:** Remove Director Fabre as President of the Board of Directors and appoint another Board member as President.
- Motion by:** Director Jones
- Second by:** Director Avila
- Ayes:** Director Jones
Director Avila
Director Masters
- Noes:** Director Fabre
Director Flores
- **Motion:** Appoint Director Avila as President of the Board of Directors of the District.

Motion by: Director Jones
Second by: Director Masters

Ayes: Director Jones
Director Masters
Director Avila

Noes: Director Fabre
Director Flores

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

- (b) discuss Truth-in-Taxation for 2024 tax year;
- (c) discuss timeline for the November 2024 Directors Election, including Notice of Deadline to File an Application for a Place on the Ballot;
- (d) update regarding annexation of Anderson Mill Road by the City of Cedar Park; and
- (e) status of Master Service Agreement with Badger Meter, Inc. and discuss installation of end points.

- Mr. Konopka next updated the Board on the Truth-in-Taxation documentation for the 2024 Tax Year. He stated that surveys were being sent out by Travis and Williamson Counties for Truth-in-Taxation purposes. He then stated that the deadline for the District to adopt a tax rate for the 2024 Tax Year was 15 September 2024. He further stated that the District in previous years held a special meeting for the hearing on the proposed tax rate and then adopted the tax rate at the regular meeting in September. Mr. Konopka stated that he will be submitting the Truth-in-Taxation forms to Travis and Williamson Counties. He then stated that a Notice of Deadline to File Applications for Place on the Ballot had been placed on the District's website. He further stated that the timeline for filing applications was from 20 July 2024 until 5:00 p.m. on 19 August 2024. Director Fabre stated that the District's Attorney had always provided applications for a place on the ballot to any interested individuals.
- Mr. Konopka next updated the Board on the annexation of Anderson Mill Road by the City. He then stated that he had discussed the landscaping issues concerning the District's position that the City maintain the entire right of way along our portion of Anderson Mill Road. Mr. Konopka then stated that Ms. Marfin was awaiting confirmation from the City's infrastructure team and budgetary committee. He then stated that a revised licensing agreement would be provided to the Board reflecting the landscaping issues.

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

- There was no discussion on this agenda item.

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

(SEAL)


Secretary, Board of Directors