

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

16 July 2025

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 regular session, open to the public at 5:30 p.m. on the 16th day of July 2025, 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, thus constituting a quorum.

Also present in person were Sarah Teal, a former resident of the District; Linda Fabre, Tina Flores, and Tom Morrow, residents of the District; E. Maldonado and Hilario Villa of USDFPS, law enforcement services for the District; ElizaBeth Reeves, Stephanie Reese, Kathy Martire and Darald Berger of Inframark, LLC ("Inframark"), the District's Operator; Grant Cabler of Westwood Professional Services, Inc. ("Westwood"), the District's Engineer; and Cole Konopka of Coats Rose, P.C. ("Coats Rose"), the District's Attorney. Attending the meeting by teleconference was Kymberlie Smith of Artesian Financial Services.

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.

- Ms. Flores, a resident of the District, addressed the Board. She said that missing from the meeting agenda was discussion regarding the lawsuit filed by the District against Ms. Fabre, Ms. Teale, and herself. She summarized the litigation to date, the associated costs, and the communities' need to be informed. Director Flores then added his opinion that the audio recording of Ms. Flores' speech may have failed and requested that she be allowed to re-read her speech. Director Jones asked that the Board allow the remaining guests to address the Board during the public comment section as there were a number of agenda items to cover during the meeting.

- Ms. Teal then addressed the Board and discussed the March 2025 park safety report and its publication on a non-District website. She noted that the document does not appear to be available on the District's website. Ms. Teal said that the report apparently lists potential hazards and the severity of those hazards discovered during the investigation of District-owned playground equipment. She summarized a number of concerns listed in the report. Ms. Teal asked the Board how the Parks Committee could allow these safety concerns to go unaddressed and surmised that if the report had not been discovered, if the safety concerns would have been ignored by the Board. Ms. Teal said that the needed repairs are expected to be addressed during tonight's meeting. She suggested that if the park hazards cannot be corrected, perhaps the parks should be decommissioned and returned to their natural areas. She provided her opinions as to nature space play for young humans.
- Then Ms. Fabre addressed the Board, noting that Director Norrell provides a monthly report on the public information requests (PIRs) received in the District. Ms. Fabre briefly summarized historic PIRs requests received from Sage Management and the Board's claims that the reports are currently not available. She summarized the responsibility of the Board to provide the written requests in a timely manner and the Board's approval of invoices from Sage Management in response to PIR requests that have gone unfilled.
- Mr. Morrow then addressed the Board stating that he recently watched several years of recorded Board meetings. He noted that the Board members appear to care deeply about the District, but stated that he was shocked about the amount of security that is required to maintain order by the Board. He noted that many of the District rules appear to be outdated and not applicable to the current status of the District. He called for a "rule cleanup" to foster stronger support and acceptance of the District rules. He said he identified a number of cases where the rules in place do not match the needs of the District. Director Rocco agreed with Mr. Morrow's rule analysis and suggested that the Board consider a future proposal to analyze the District's rules of operation.

The Board then reviewed the items reflected on the Consent Agenda and the Board considered approving: (1) the minutes of the meeting of June 18, 2025; and (2) the Bookkeeper's Report.

Agenda Item No. 5: Minutes of June 18, 2025.

- Regarding the June 18, 2025 minutes, Director Norrell requested an addendum to the minutes to show that Ms. Fabre's statements regarding Directors Jones and Norrell hiring roving patrols to act as personal bodyguards were not facts and untrue statements.

Agenda Item No. 6: Bookkeeper's Report.

- Director Flores recalled Ms. Fabre's statement regarding the Sage Management responses to PIRs and the associated billing for four hours' work to respond that the requested documents that were in draft form. He requested that future PIRs be provided to the Deed Restriction Committee and not Sage Management in order to bypass the billing issues. Director Rocco said that the District's Attorney recommended that the Board provide the requested documents in draft form. After a question from Director Rocco as to whether the documents were provided, Mr. Konopka said he had not seen the requested documents to

date. A lengthy discussion ensued regarding Sage Management's billing practices and work product for PIRs. Director Avila reminded those present that the Consent Agenda items did not require discussion and needed to be approved or denied.

Motion: Approve the consent items, including the June 18, 2025 minutes and the Bookkeeper's Report

Motion by: Director Rocco

Second by: Director Norrell

**Ayes: Director Norrell
Director Rocco
Director Jones
Director Avila**

Noes: Director Flores

Agenda Item No. 6: Deed Restriction Committee, including discuss hiring attorney specific to deed restriction enforcement.

- Director Jones brought the Board's attention to a Legal Services Agreement from The Fowler Law Firm, P.C., (the "Fowler Firm") noting that John G. Lione will charge \$350.00 per hour for work performed for the District; senior attorneys will charge \$300.00 to \$450.00 per hour; associate attorneys will charge \$195.00 to \$275.00 per hour; and \$195.00 for certified paralegal and legal assistant time on behalf of the District. After a question from Director Rocco, Mr. Konopka said that he believed that the hiring of a separate deeds attorney to represent the District separate and apart from his representation through Coats Rose was acceptable.
- After a question from Director Avila, Mr. Konopka said that if the Board chose not to solicit the services of a deed enforcement attorney, he could represent the District in this capacity, but the rates with The Fowler Firm were lower than the rates that would be charged by Coats Rose, and the enforcement practice is a different type of law than that of the District's representation.
- Director Avila questioned Director Rocco how the Fowler Firm was discovered as a potential consultant for the District. Director Jones said that the Firm was recommended by other districts but refused, as requested by Director Avila, to divulge the Districts who recommended the law firm. Director Flores reminded those present that the Deeds Committee already vetted the Fowler Firm and were recommending them as discussed.
- Director Flores said that appeared that the Fowler Firm was acceptable, of good reputation, the information was available to all Board members and transparent to the Board members prior to the meeting date.
- **Motion: Approve the Legal Services Agreement with The Fowler Law Firm, PC.**

Motion by: Director Rocco

Second by: Director Avila

**Ayes: Director Norrell
Director Rocco
Director Jones
Director Avila
Director Flores**

Agenda Item No. 7: Engineer's Report, including:

- (a) discuss status of Sanitary Sewer Cleaning and Televising Project;
- (b) discuss status of Lead and Copper Rule Revision Project;
- (c) discuss proposal for the Dagama and Sun Chase Park Lift Station Rehabilitations Project;
- (d) update on sidewalk resolution and El Salido sidewalk repair;
- (e) Infrastructure Committee report; and
- (f) update on other matters, as needed.

- Mr. Cabler next updated the Board on the status of the Sanitary Sewer Cleaning and Televising Project. He stated as of July 11, 2025, 67,000 feet of televising had been completed and he was informed on this date that the work was completed. He said that the video is being reviewed currently. Substantial completion and Final Completion is scheduled for September 9, 2025 and September 24, 2025, he said.
- Mr. Cabler the reported on the status of the Lead and Copper Rule Revision ("LCRR") Project and stated that the Environmental Protection Agency (the "EPA") requires that a replacement plan, annual affected resident notification, delivery of point of use devices to affected residents, materials verification, and increased sampling be submitted by November 1, 2027. He added that the EPA also requires that lead service lines also be replaced within ten years. Mr. Cabler pointed out those areas in the District that did not use lead or galvanized steel for their service lines which will be reported to the Texas Commission on Environmental Quality (the "TCEQ"). Mr. Cabler recalled that a draft notice entitled "Important Information About Your Water Service Line" was provided to the Board for input, a copy of which is attached to the Engineer's Report.
- **Motion: Authorize Westwood to coordinate with Inframark to distribute the letter (as presented) to residents of Anderson Mill West Sections Five and Six**

**Motion by: Director Avila
Second by: Director Rocco**

**Ayes: Director Norrell
Director Rocco
Director Flores
Director Jones
Director Avila**

- Mr. Cabler next reported on the status of the Dagama and Sun Chase Park Lift Station Rehabilitation Project (the "Project"), and he stated that a site visit to both lift stations was

previously conducted with Inframark. He then stated that Westwood was in the design phase of the Project and that he expected a set of plans would be provided to the Board soon.

- Regarding the El Salido Sidewalk Resolution, Mr. Cabler then reported that he had worked with the District's Attorney and that a draft Resolution clarifying the District's handling and responsibilities for sidewalks within the District was presented for the Board at the May 2025 meeting. He added that no action was taken at the May 2025 meeting regarding acceptance of the Resolution. Regarding the El Salido Sidewalk Repair Project, he explained that Westwood subsequently contacted CRC Concrete who repaired the sidewalks, at no additional cost, including the sharp-edged sidewalk panels that protruded from the sidewalks. He said that the District landscaper sodded the grassy areas after the repairs were conducted, and the area is much improved. A brief discussion ensued regarding items for inclusion in the District's updated Capital Improvement Plan.
- Mr. Cabler then gave an update on the 2012 Lakeline Oaks CMU Wall and stated that Westwood will continue to conduct quarterly inspections of the site. He noted that the next site visit is scheduled for August 4, 2025.
- Mr. Konopka next reported on the three tracts of land that are owned by DR Horton and that are District facilities. He recalled that the three tracts include a detention pond on London Lane, the Dagama Lift Station, and an access easement to Aster Pass Park. Mr. Konopka reminded those present that the deeds to the three tracts had been provided to representatives of DR Horton in July, but no communications have been received since that time.
- Regarding the Hatch Lift Station Pump Replacement Project, Mr. Cabler recalled that on June 3, 2025, one of the two pumps at the Hatch Lift Station showed signs of leaking and excess noise. He reminded those present that the pump manufacturer, Smith & Loveless reported that the pump was not under warranty and that the issue was most likely a mechanical seal failure. He said Inframark was currently waiting on the seals to finalize the pump repairs.

Agenda Item No. 9: General Manager / Operator's Report, including:

- (a) report on operation of the District's facilities;
- (b) review and discuss Inframark's contract;
- (c) discuss and authorize any repairs, maintenance items, or other work deemed necessary.

- Next, Mr. Berger summarized the General Manager/Operator's Report, including discussions regarding a streetlight survey that was recently conducted in the District; a broken (downed) streetlight from an apparent vehicular incident on Little Elm; resurfacing and restriping of tennis courts; the purchase and installation of an outdoor parking lot camera that was completed on July 10, 2025; the installation of deed restriction signs; the meter calibration of large water meters; the completion of Lift Station No. 2; the delays associated with the power washing of the concrete masonry unit ("CMU") walls located in the District; and the graffiti removal by Time Machine ATX completed on July 14, 2025.

- Mr. Berger then said an estimate was obtained for the continued installation of E-Series (electronic) meters and that the initial quote received was approximately \$932,619.25. Director Rocco surmised the advantages and disadvantages of the purchase and installation of electronic meters, including the ever-changing technology fluctuations. In response to a question from Director Rocco, Mr. Cabler briefly discussed the implied cost saving benefits to a District if the technology provided is utilized by residents of the District. A discussion ensued regarding the meter accuracy. Director Flores agreed with Director Rocco that a written proposal and savings analysis should be provided to the Board, and whether Inframark was willing to lower their monthly cost because their representatives are not reading the meters manually. Ms. Reeves responded that the responsibility from field meter reading is ultimately shifted to an Inframark Customer Service Representative. She discussed the benefits to the "Eye on Water" program associated with the water meter usage. Director Flores said that constitutes should be allowed to opt-out of the electronic meter installation. A discussion then ensued regarding the District's compliance with levels of water restriction, including a drought contingency plan.

Director Jones recommended that the Board move forward with the approval of installation of 100 meters per month subject to the District's budgeted funds available. Director Avila suggested that the Infrastructure Committee discuss the matter with the District's Engineer to determine the scope of work and associated costs. Mr. Konopka briefly discussed the District's option to Adopt a Resolution Reserving the Right to Reimburse when taking on a costly project paid through the District's Operating Account. Mr. Cabler suggested that a future conversation include the District's Financial Advisor in order to gain guidance on the allocation of special projects and the associated funds required to update the District's Capital Improvement Plan.

- Continuing his report, Mr. Berger discussed a proposal from Park Protect for various park repairs at Anderson Mill West to replace broken swing chains and balance steps, including the installation of temporary safety foam in the amount of \$1,606.35. He also discussed the proposal to replace the base and wiring of the light pole at Little Elm in the amount of \$10,950. Director Flores discussed the light redundancy in the District and the necessity of the replacement of non-functioning lights. Mr. Berger discussed the internal billing vendors within the Inframark including an Attestation that needed Board approval. Mr. Berger then recommended that a rain sensor be installed on the District's (Lakeline Office) irrigation system in the amount of \$959.67. He noted that the District's Google Workspace User License is coming up for renewal. He discussed the proposed amounts which would be \$732.00 annually for seven active and six archived accounts (for previous director accounts) or \$1,092.00 annually for 13 active accounts. Mr. Berger briefly discussed the M&C Electric proposal to add receptacles at the front of the pavilion, the four trees, and at the memorial area at the Anderson Mill West Park in the amount of \$8,900.00. Finalizing his report, Mr. Berger brought the Board's attention to a notice from Landcare which allows for an annual Consumer Price Index increase of 5.2% to their April 2023 contract with the District. Mr. Berger said that Landcare is only asking for a 3.0% increase at this time.
- A discussion ensued regarding the need for immediate park repairs to ensure public safety. Director Flores voiced his arguments that the motion should not be a single motion because he was opposed to the M&C Electric. He also said that he wants to see all park proposal repairs before any repairs are conducted.

- After a question from Director Norrell, Director Jones said that discussion regarding Inframark's contract updates will be deferred until the amended contract is ready for Board approval. Ms. Reeves encouraged all Board members to reach out to her for any questions regarding the contract terms.
- **Motion:** Approve an amount not to exceed \$45,000.00 for priority one park repairs as discussed, including the (1) Park Protect replace broken swing chains and balance steps installation of temporary safety foam in the amount of \$1,606.35; (2) the proposal from M&C Electric to replace the base and wiring of the light pole at Little Elm in the amount of \$10,950; (3) the Attestation with Inframark for internal billing vendors as presented; (4) the installation of a rain sensor be installed on the District's irrigation system in the amount of \$959.67; (5) the renewal of the Google Drive Accounts in the amount of \$732.00 annually for seven active and six archived accounts; and (6) the M&C Electric proposal in the amount of \$8,900.00.

Motion by: Director Avila
Second by: Director Norrell

Ayes: Director Avila
 Director Jones
 Director Rocco
Noes: Director Flores

Agenda Item No. 8: Committee Assignments and Reports, including

- (a) Parks Committee, including discussing replacing plans and grills, and proposal for lights for memorial garden; and
- (b) Information Management Committee, Waste Management Committee, Open Records Committee, Security Committee and Budget Committee; take action as needed.

- Director Jones said that there were no updates at this time from the Parks Committee.
- Director Rocco of the Information Management Committee then reported that the Committee had met and discussed the website updates that can be conducted through Inframark (instead of Touchstone, the District's webmaster). Director Norrell said that a meeting was recently held regarding the website updates and requested that Mr. Berger update the Board. Mr. Berger said that all of the information was not available at this time, but that the District's website may be updated at a future date regarding deed restrictions, navigational features and additional search options, and various other website update possibilities. Director Flores questioned whether the Board was happy with the services provided by Touchstone and the exploration of other vendors, if needed.
- Director Jones said that there were no updates at this time from the Waste Management Committee.
- Director Norrell then reported that there was no report this month from the Open Records Committee. A discussion ensued regarding the Public Information Requests received on

behalf of the District by Coats Rose. After a question from Director Avila, Mr. Konopka said that a clear record of all PIR requests is being documented, including the time spent for each request, and the associated costs.

- Regarding the Budget Committee, Director Rocco expressed his frustration regarding the County's delay in providing the 2025 proposed tax rate information. He encouraged the Board to review the proposed tax rate information as soon as possible and suggested that the public provide as well. An item for inclusion on the August 20, 2025 meeting was requested for discussion regarding the 2025 proposed tax rate information, and the discussion regarding water rates and associated District revenue.

Agenda Item No. 12: Attorney's Report:

- Mr. Konopka then provided a brief summary of the 2025 Legislative Memorandum provided to the Board in the Google Drive Account.
- A discussion then ensued regarding the need for an executive session.

Agenda Item No. 13: 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;

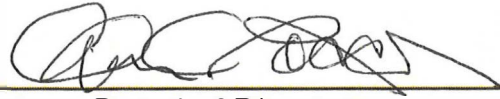
- The Board convene in executive session at 7:07 p.m.
- The Board reconvened in open session at 7:30 p.m.

Agenda Item No. 14: Actions related to matters discussed during executive session;

- No actions were taken during executive session.

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

(SEAL)

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a horizontal line.

Secretary, Board of Directors

