

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

31 January 2024

STATE OF TEXAS

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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 6:30 p.m. on the 31st day of January 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, a resident of the District; Makenzi Scales 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.

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

- There were no public comments.

Agenda Item No. 2: Review of District's ongoing lawsuits and possible non-suiting of cases.

- The Board discussed the history of the property on Birch Drive. Director Fabre then noted that the new property owner is Catamount Properties 2018, LLC ("Catamount Properties").

Motion: Non-suit the lawsuit against the property on Birch Drive.

Motion by: Director Masters

Second by: Director Flores

Ayes: Director Masters

Director Flores

Director Avila

Director Fabre

Director Jones

- A discussion then ensued regarding the purchase of the property on Birch Drive by Catamount Properties.

Motion: Authorize Coats Rose to contact Catamount Properties via telephone and letter to inform them of the state of the property on Birch Drive and of potential squatting activity.

Motion by: Director Flores
Second by: Director Jones

Ayes: Director Jones
 Director Flores

Nos: Director Avila
 Director Fabre
 Director Masters

The motion did not pass.

Agenda Item No. 3: Discuss and negotiate contract with Inframark.

- Director Fabre next reviewed the proposed changes to the Operation and Maintenance Agreement (the “Agreement”) between the District and Inframark. A discussion then ensued. After discussion, Ms. Scales stated that she would send the proposed changes to Inframark’s management team for further review and negotiation. She added that she would provide an update regarding Inframark’s position on the proposed changes to the Agreement by the 20 March 2024 Board of Directors meeting. Director Jones then stated that she would provide data on the operating services provided to other Districts for the Board’s consideration at the 20 March 2024 Board of Directors meeting.

Agenda Item No. 4: Discuss possibility of hiring a facilities manager.

- The Board then discussed the option to hire a full-time employee to work as a Facilities Manager for the District, including the responsibilities of the Facilities Manager and the timeline to begin the hiring process. Director Masters suggested deferring the hiring process until the Board finalizes its negotiations on the Agreement with Inframark. Director Jones, Director Avila, and Director Flores agreed with the suggestion made by Director Masters. Director Fabre then stated that she would begin working on the job description for the Facilities Manager position and make any necessary changes to the job description after the Board finalizes negotiations on the Agreement with Inframark.

Agenda Item No. 5: Discuss meeting with City of Cedar Park regarding annexation of Anderson Mill Road.

- The Board reviewed and responded to various questions regarding the proposed annexation of Anderson Mill Road. A discussion ensued regarding annexation matters and topics to be discussed at the upcoming meeting with the City of Cedar Park (the “City”) on 1 February 2024.

- The Board next discussed the possibility of the District being annexed by the City. Mr. Konopka noted that the City has not made any approach to annex the District and that annexation of the District would require a vote from the residents of the District. A discussion then ensued regarding Director Jones' request to attend the meeting with the City. Mr. Konopka noted that Director Fabre and Director Masters had planned to attend the meeting with the City, and that only two Directors could attend the meeting unless an agenda is posted in the District at least 72 hours prior to the meeting.
- **Motion: Eject Director Jones from the meeting for refusing to remain in order.**

Motion by: Director Masters
Second by: Director Flores

Ayes: Director Fabre
Director Flores
Director Masters

Abstained: Director Avila
Director Jones
- The Board then continued its discussion regarding the upcoming meeting with the City. Mr. Konopka noted that no decisions would be made on behalf of the Board during the meeting.

Agenda Item No. 6: Discuss deed violation complaints.

- The Board next discussed the closing of a customer's account for a property on Black Cherry Drive. Ms. Scales reported that the account was closed by Inframark; however, transfer of ownership never occurred. Director Fabre stated that the District should not have any properties with closed accounts because the District's Rate Order requires that certain fees be collected on a monthly basis. She then noted that \$1,100.00 was taken out of the customer's deposit account and applied towards the customer's account balance, which she stated had over \$4,000.00 in penalty charges due to a late payment on the customer's water bill. Director Fabre added that the customer never received a bill.
- **Motion: Adjust the customer's account to remove all deed restriction violation fines for the property on Black Cherry Drive.**

Motion by: Director Flores
Second by: Director Avila

Ayes: Director Avila
Director Flores
Director Fabre
Director Masters

- Director Masters next updated the Board on the status of resident complaints received by the Board regarding possible deed restriction violations in the District. She stated that the Deed Restriction Committee (the “DRC”) investigated the complaints received about two properties on Primwood Path. Director Masters then reported that she drafted a letter to the resident that filed the complaints stating that the complaints were not in violation of a deed restriction, nor did they affect the taxable value of the property.
- Regarding a complaint received about a property on Granger Lane storing a trailer and an inoperable and unregistered vehicle in the driveway, Director Masters reported that the DRC determined that the complaint was in violation of a deed restriction. She stated that she drafted a letter to notify the property owner of the deed restriction violation, as well as a letter to the resident that filed the complaint to notify him that the District would begin enforcing the deed restriction for the property on Granger Lane.
- Director Masters then discussed the complaints received about a property on Dayflower Trace regarding a tall fence and pavers potentially affecting water flow. She reported that she drafted a letter to the resident stating that the complaints were not in violation of a deed restriction. Mr. Konopka then noted that any claims for water diversion would need to be pursued through civil action by the resident.

- **Motion: Authorize Coats Rose to review and distribute the four letters regarding deed restriction violations.**

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Masters
Director Avila
Director Flores

Abstained: Director Fabre

- Director Fabre abstained because of the inequity of enforcing a violation on one property because of a complaint, and ignoring the same violation that existed just blocks away.
- Lastly, Director Masters presented a proposed list of deed restrictions that the District would not enforce (the “Nonenforcement of Deed Restriction Decisions”).

- **Motion: Adopt the Nonenforcement of Deed Restriction Decisions and direct that Inframark post the document on the District’s website.**

Motion by: Director Masters
Second by: Director Avila

Ayes: Director Masters
Director Flores
Director Avila
Director Fabre

Agenda Item No. 7: Convene in executive session.

- The Board did not convene in executive session.

Agenda Item No. 8: Actions related to matters discussed during executive session.

- The Board did not convene in executive session.

Agenda Item No. 9: 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.




Secretary, Board of Directors