

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
THE MEADOWS AT CHANDLER CREEK MUNICIPAL UTILITY DISTRICT**

**March 19, 2019**

---

THE STATE OF TEXAS  
WILLIAMSON COUNTY

The Board of Directors (the “**Board**”) of The Meadows at Chandler Creek Municipal Utility District (the “**District**”) convened in a **regular** meeting open to the public at 7:00 p.m. on March 19, 2019, at the HOA Pool House Meeting Room, 2112 Agarita Trail, Round Rock, Texas pursuant to notice duly given in accordance with the law.

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

Walter Berry	President
Bob Wohlford	Vice President
Shina Amachigh	Secretary
Shelley Janda	Treasurer
Adrian Bustillos	Assistant Treasurer

and all Directors were present, except Director Janda, thus constituting a quorum.

Also in attendance, were Teri Martin and Michael Luft of Inframark (“**Inframark**”), the District’s General Manager; Herb Edmonson of Gray Engineering, Inc. (“**Gray**”), the District’s Engineer; Mark Burns of ECO Systems Landscaping Services (“**ECO**”), the District’s Landscaper; and Zac Evans and Suzanne McCalla of McGinnis Lochridge (“**McGinnis**”), the District’s Attorney.

Director Berry called the meeting to order, and he noted that there were no residents present who wished to address the Board.

The Board next considered the minutes of the February 19, 2019, regular Board of Directors meeting. After a brief discussion, upon a motion duly made by Director Bustillos and seconded by Director Amachigh, the Board voted unanimously to approve the minutes of the February 19, 2019, regular Board of Directors meeting, as written.

Mr. Burns next presented the Landscaping Report. He first updated the Board on various landscaping issues within the District. He then reviewed proposed renovations to the District’s irrigation system to expand the system to non-irrigated areas of the District. Mr. Edmonson suggested that he meet with ECO to lay out the areas that would need irrigation and that the District consider phasing the irrigation installation to allow for budgeting constraints, and the Board agreed.

Continuing his report, Mr. Burns detailed proposed maintenance to the circle area along the District's trail and to various flower beds and landscaping within the District's Park. Mr. Burns then presented eight proposals for the various projects. After review of the proposals, upon a motion duly made by Director Bustillos and seconded by Director Berry, the Board voted unanimously to approve seven proposals regarding renovations or maintenance for the following areas: flower beds at the bathroom entry; new path to the sand play area, large flower bed located at the storage room; south flower bed along the District's Trail, west flower bed along the District's trail; north flower bed along the District's trail; and the flower beds along the west wall of the bathroom. Copies of the proposals presented are attached hereto and shall be considered exhibits to these minutes.

Mr. Burns then noted that trash cans located in front of the play scape would need to be relocated due to the renovations along the trail. Director Berry pointed out that there was currently decomposed granite in front of the trash can area, and he suggested that flagstones be placed around the trash cans when relocated. The District's Engineer agreed to coordinate the flagstone placement. Mr. Edmonson then reviewed a proposal from Westar Construction, Inc. ("**Westar**") for a new sidewalk to start at the middle of the parking lot and to run to a new picnic table spur at the bottom of the hill near the light pole as well as the installation of a new aggregate sidewalk from the parking lot to the existing sidewalk at the sand volleyball court at a total cost to the District of \$7,000. He then explained that Westar was also proposing to remove the portion of the existing sidewalk from Agarita Trail to the picnic table at an additional cost of \$950. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Amachigh, the Board voted unanimously to approve the proposal from Westar for \$7,000. A copy of the proposal from Westar is attached as an exhibit to these minutes.

The Board next discussed attendance at and projected expenses for the Association of Water Board Directors – Texas summer conference. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Bustillos, the Board voted unanimously to authorize the Board's attendance at the conference. Consideration of expenses for the conference was deferred until the District's next regularly scheduled meeting.

The next item of business before the Board was the District's mileage reimbursement policy. Director Amachigh requested that the Board reconsider its policy. After discussion, no action was taken on this item.

Mr. Luft and Ms. Martin next presented the General Manager's Report. Ms. Martin reviewed with the Board the status of items repaired during the past month (the "**List**"). Director Bustillos suggested that purchasing a pressure washer for the District would be more cost effective than renting one, and the Board agreed. Ms. Martin then reviewed an electronic mail message from Mike Giehl of Fun Abounds regarding surplus picnic available for purchase. After review, the Board requested that an item be added to the District's next agenda to discuss. A copy of the electronic mail message and a copy of the List are included as attachments.

The Board then considered a request submitted to Inframark from a local developer for water and wastewater service to a property within the District. Mr. Edmonson stated that although he was not provided any details regarding the request, the District's standard policy was to have the developer submit a deposit to cover the costs of a study prior to any work by the District's Engineer or Attorney. After consideration, upon a motion duly made by Director Wohlford and seconded by Director Amachigh, the Board voted unanimously to: (1) authorize Inframark to contact the developer and request that the standard deposit be submitted prior to any work by the District; and (2) authorize the District's Attorney and Engineer to move forward on the request as needed subsequent to receipt of the developer deposit.

Next, the Board reviewed a proposal from OffCinco, a website provider. This item was deferred until the District's next Board of Directors meeting.

The next item before the Board was the Bookkeeper's Report. Mr. Luft reviewed the reports, including the activity in each of the District's accounts. The Board completed the review of the invoices to the District and the checks prepared in payment thereof. After further discussion, upon a motion duly made by Director Bustillos and seconded by Director Amachigh, the Board voted unanimously to (1) accept the Bookkeeper's Report; and (2) authorize payment of the District's bills. A copy of the Bookkeeper's Report is included in the Board Packet, which Board Packet is attached hereto and considered to be a part of these minutes.

Next, Mr. Edmonson presented the Engineering Report in its entirety, a copy of which is attached as an exhibit to these minutes. He first reported on the status of maintenance to the District's stormwater outfall structures. Mr. Edmonson stated that upon completion of the evaluation report by Inframark, a meeting would be scheduled to confirm the structures in need of maintenance.

Mr. Edmonson then reported on a wastewater spill that occurred within the District on March 8, 2019. He stated that the City of Round Rock (the "**City**") reported that the spill was due to a mechanical failure at the City's lift station. He added that the contractor, TL Gray, responded and the areas affected by the spill were cleaned. He noted that the affected areas were still fenced off from use, but that when all regulatory authorities agree that no safety hazards exist, the area would be reopened.

Continuing his report, Mr. Edmonson presented a proposal from T.F. Harper & Associates, L.P. ("**TF**") in the amount of \$2,380.76 for repair of the swing sets at the District's park. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Bustillos, the Board voted unanimously to approve the proposal from TF for repair of the District's swing sets as presented. A copy of the proposal from TF is included as an exhibit to these minutes.

Mr. Edmonson then reported on the repairs to the lights at the pavilion cupola. He stated that a meeting was held with The Light Guys regarding the repairs to the LED pavilion light. He presented a proposal for the repairs in the amount of \$2,750. After

review and discussion, upon a motion duly made by Director Wohlford and seconded by Director Amachigh, the Board voted unanimously to approve the proposal, as presented. A copy of the proposal is attached hereto and shall be considered an attachment to these minutes.

Mr. Edmonson next stated that maintenance to the AW Grimes Pond by Utility Specialists was delayed due to weather. He added that the clearing of the channel would begin the week of March 18, 2019.

Next, Mr. Edmonson reported on maintenance items within the District's Park related to Texas Accessibility Standards (TAS) and compliance with the Americans with Disabilities Act ("**ADA**") (the "**ADA Project**"). He then presented an invoice from Westar in the amount of \$33,119 for the partial completion of the Project. After review, upon a motion duly made by Director Wohlford and seconded by Director Bustillos, the Board voted unanimously to authorize payment of the invoice, as presented. Mr. Edmonson then presented two additional proposals for the Project. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Amachigh, the Board voted unanimously to approve the proposal from Westar for trickle channel maintenance. Copies of all proposals submitted are included as exhibits to these minutes.

Mr. Edmonson then discussed with the Board the phase two extension of the District's trail (the "**Project**"). He recalled that the Board had approved the proposal from Pharis Design for the Project, contingent upon legal review and approval, which approval was subsequently obtained. Mr. Edmonson questioned if the Board wanted to go with the original "five ring" landscaping design or change to a "three ring" landscaping design. After discussion, the Board agreed to stay with the original "five ring" landscaping design previously approved by the Board.

Next, Mr. Edmonson presented a proposal from Concrete Raising & Repair to adjust the existing sidewalks along Tiger Trail from the beginning of the District to AW Grimes and from AW Grimes along Agarita Trail to the end of the District's Park. After discussion, the Board deferred consideration of the item until a later meeting.

Mr. Evans then updated the Board on recently filed bills being considered during the 86th Legislative Session. He stated that the local bill filing deadline was March 8, 2019.

Director Amachigh next addressed the Board and stated he was resigning from the Board of Directors effective this meeting. Director Berry requested that Director Amachigh reconsider his decision, and Director Amachigh stated he would think about the issue and would inform Director Berry of his decision.

The Board then discussed the date of the District's next regular Board of Directors meeting. After discussion, the Board decided that the District's next regular meeting would be held at 7:00 p.m. on April 17, 2019.

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

---

Secretary, Board of Directors  
The Meadows at Chandler Creek  
Municipal Utility District

(SEAL)

Attachments to the Minutes of the  
The Meadows at Chandler Creek Municipal Utility District  
March 19, 2019, Board of Directors Meeting

1. Board Packet;
2. Proposals from ECO for various repairs within the District;
3. Proposal from Westar to realign sidewalk into the District's Park;
4. Proposal form Westar for Trickle Channel Extension;
5. Proposal form Abram Dashner for land surveying services;
6. Proposal from T.F. Harper for swing set repairs;
7. Invoice from Westar for ADA Project;
8. Proposal form CRC for raising the District's sidewalks;
9. List of Maintenance Items from Inframark; and
10. Proposal from The Light Guys for pavilion light repair.
- 11.