

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

May 21, 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 May 21, 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
VACANT	Secretary
Shelley Janda	Treasurer
Adrian Bustillos	Assistant Treasurer

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

Also in attendance, were Tobin Hurley 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; Mark Maxwell of Maxwebs Co., the District's website provider; Cassandra Brown, Sarah Maldonado, and John Devries, residents of the District; Deputy Jeremy Jones of the Williamson County Sheriff's Office (the "**Sheriff's Office**"); 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 at this time. Ms. Brown, Ms. Maldonado, and Mr. Devries confirmed that they were in attendance at the meeting to apply for the vacant Board of Directors position.

The Board next considered the minutes of the April 16, 2019, regular Board of Directors meeting. After a brief discussion, upon a motion duly made by Director Janda and seconded by Director Bustillos, the Board voted unanimously to approve the minutes of the April 16, 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 an updated proposal for repair of the District's decomposed granite trail at a total cost to the District of \$12,460. He noted that the proposal included all the areas depicted on the proposal as well as the

areas around picnic tables and the fence by the school. Mr. Edmonson presented two additional proposals for the repair of the granite trail. He noted that all the proposals presented did not include the installation of the same amount of decomposed granite. After discussion, the Board requested updated proposals with the same specifications to be presented at the District's June Board of Directors meeting.

Mr. Burns then reviewed with the Board a proposal for \$9,500 to extend the District's irrigation lines. Mr. Edmonson questioned the areas that would be irrigated and inquired if ECO could provide a sketch or map of the irrigation lines installed throughout the District. Mr. Burns detailed the area with the Board. No action was taken on this time.

Next, Deputy Jones reported on recent patrols within the District. He stated that crime issues remained low within the District. The Board discussed the enforcement of District rules with Deputy Jones, who noted that the Sheriff's Office cannot enforce a rule unless it is also a county ordinance. Mr. Evans questioned if the Sheriff's Office could enforce criminal trespass within the District, and Deputy Jones responded in the affirmative. Mr. Evans suggested that the District adopt an order detailing the authority of the Sheriff's Office within the District's boundaries, and the Board concurred.

The Board then discussed the purchase of a new security camera. Mr. Hurley stated he continued to research the issue.

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. He noted that supplemental Check No. 5599 in the amount of \$554.10 was also being submitted for approval. After discussion, the Board completed the review of the invoices to the District and the checks prepared in payment thereof. Upon a motion duly made by Director Janda and seconded by Director Bustillos, the Board voted unanimously to (1) accept the Bookkeeper's Report; and (2) authorize payment of the District's bills, as presented. 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.

Director Berry then reminded the Board that a vacancy remained on the Board resulting from the resignation of Shina Amachigh. Director Berry explained that that Ms. Brown, Ms. Maldonado, and Mr. Devries had expressed an interest in serving on the District's Board of Directors. The Board next interviewed all three applicants on their qualifications, interest in serving, and past board experience. After the interview process, the Board discussed the issue at length. After discussion, upon a motion duly made by Director Bustillos and seconded by Director Janda, the Board voted unanimously to appoint Ms. Brown to the Board of Directors.

Ms. McCalla then confirmed that Ms. Brown had provided an Affidavit for Director certifying that she meets all of the requirements for serving as a Director of the District. Ms. Brown then signed the Statement of Appointed Officer and took the Oath of Office. Ms. McCalla confirmed that the blanket bond covering the District's five Directors remained in place. After discussion, upon a motion duly made by Director Janda and

seconded by Director Bustillos, the Board voted unanimously to authorize the District's Attorney to file Ms. Brown's Oath of Office with the Secretary of State's office, as required.

The Directors next considered the need to reconstitute the Board of Directors, pursuant to the requirements of Section 49.054(b) of the Texas Water Code. Upon a motion duly made by Director Janda and seconded by Director Bustillos, the Board voted unanimously to reconstitute the Board as follows:

Walter Berry	President
Bob Wohlford	Vice President
Adrian Bustillos	Secretary
Shelley Janda	Treasurer
Cassandra Brown	Assistant Treasurer

Director Bustillos then motioned to authorize the District's Attorney to file a revised District Registration Form with the Texas Commission on Environmental Quality (the "**Commission**"), as required. Director Janda seconded the motion, and upon being put to a vote, the motion passed with all Board members voting in favor. Director Berry then directed the District's Attorney to include an item on the District's June agenda regarding revisions to the District's committee assignments.

Next, Mr. Maxwell reviewed his proposal for continued maintenance of the District's website. He noted that the prices remained the same as the prices presented in years past. After discussion, Mr. Maxwell stated that he would work with the District's Attorney to provide an agreement for the Board's review at the District's June Board of Directors meeting.

The Board next discussed the District's stormwater management program ("**SWMP**") as part of the District's application to the Commission for coverage under the Texas Pollutant Discharge Elimination System (TPDES) Phase II MS4 General Permit. Ms. McCalla stated that the draft SWMP was complete and that the action before the Board at this time was the appointment of a stormwater management committee ("**Stormwater Committee**") to review the SWMP. She continued that the Stormwater Committee should consist of the District's Attorney, Engineer, and General Manager as well as two directors. After discussion, upon a motion duly made by Director Janda and seconded by Director Bustillos, the Board voted unanimously to form a Stormwater Committee as suggested and to appoint Directors Berry and Bustillos to the committee. Ms. McCalla noted that she would send out the draft SWMP to the Stormwater Committee for review prior to the Stormwater Committee meeting scheduled for May 29, 2019.

Mr. Hurley next presented the General Manager's Report. Mr. Hurley reviewed with the Board the status of items repaired during the past month. He then presented three cost estimates for the purchase of a gas backpack blower. After consideration, upon a motion duly made by Director Janda and seconded by Director Bustillos, the Board voted unanimously to approve the purchase of a Poulan Pro gas backpack blower for \$199.99.

Mr. Evans then reported that his office was contacted by a landowner outside the District regarding an easement across District property and possible connection to the District's facilities. After discussion, the Board authorized the District's Attorney and Engineer to work with the landowner as needed.

Mr. Tobin then discussed with the Board a proposal from Fun Abounds, Inc., ("**Fun Abounds**") in the amount of \$3,059 for the purchase and installation of a 46-inch octagon pedestal table. He explained that the table would replace another table within the District's Park that was showing wear. After a brief discussion, upon a motion duly made by Director Janda and seconded by Director Brown the Board voted unanimously to: (1) authorize the District's General Manager to obtain a second proposal for a replacement table; and (2) authorize the District's Bookkeeper to hold Check No. 5290 to Fun Abounds for payment of the table until additional proposals were considered.

The Board then discussed the spring newsletter. Mr. Hurley confirmed that he and Director Janda continued to work on options for the newsletter. The Board discussed various topics to be included in the newsletter. No action was taken on this item.

Director Janda then reported on the activities of the Chandler Creek Homeowners Association (the "**HOA**"). She stated that the annual Christmas in the Park celebration would be held December 15, 2019 from 3:00 p.m. to 7:00 p.m. She added that all of the major entertainment for the event had been scheduled.

Mr. Hurley next reported that Chris Knowell with the HOA had contacted him regarding complaints by a resident regarding the composition of the wooden bridge located within the District's Park. After a brief discussion, the Board authorized Mr. Hurley to contact the resident directly regarding the bridge issue.

Next, Mr. Edmonson presented the Engineering Report in its entirety, a copy of which is attached as an exhibit to these minutes. He stated that Gray had been in contact with the City of Round Rock (the "**City**") regarding completion of the cleanup of the work area through the easements and open areas along Cyclone Ridge. He added that the inclement weather was greatly affecting the City's ability to complete the project, and that Gray would continue to stay in contact with the City until the issue is resolved.

The Board then discussed three proposals to clear debris from the District's outfalls as identified by Inframark's stormwater study. After review, upon a motion duly made by Director Janda and seconded by Director Bustillos, the Board voted unanimously to approve the proposal from Westar Construction, Inc. ("**Westar**") in the amount of \$19,000 to clean the District's stormwater outfall structures. Copies of the proposal, thus presented, are included in the Board Packet, a copy of which is attached hereto.

Next, Mr. Edmonson reported to the Board that completion of Westar's construction of ten exposed aggregate concrete pads to be built at the District's park benches has been delayed due to inclement weather. He added that Westar is anticipating completing the project by the District's June Board of Directors meeting.

Continuing his report, Mr. Edmonson recalled that the Board had authorized T.F. Harper & Associates, L.P. (“TF”) to install two swing mats, repair two swings and touchup the paint on the swing sets. He told the Board that TF was requesting additional amounts to repaint the entire swing sets as the touch up painting did not match with the original color of the swing sets. A lengthy discussion ensued. After continued review, the Board agreed that T.F. should finish the painting of the swing sets in the current color for the original price.

Mr. Edmonson then reported on the repairs at the pavilion cupola. He stated that The Light Guys had begun repairs to the lighting system at the pavilion, including the replacement of the transformer. He added that additional parts were required to be ordered and that The Light Guys anticipate completion of the work by the end of May.

Next, Mr. Edmonson reported on maintenance items within the District’s Park related to Texas Accessibility Standards (TAS) (the “TAS Project”). He stated Westar is addressing the final items noted in the TAS review report from Altura Solutions. He continued that a meeting has been scheduled to obtain the final approvals by the reviewer. Mr. Edmonson added that ECO was requested to verify the condition of the irrigation system.

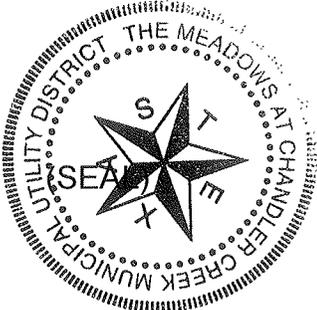
Mr. Edmonson then discussed with the Board the phase two extension of the District’s trail (the “Project”). He stated that the Parks Committee had met with Pharis Design to discuss the final direction on the Project. He added that the approximate locations of the monuments were marked and confirmed by the Committee. He then reviewed a map of the Project with the Board regarding two entrances to one of the areas. After discussion, the Board agreed that both entrances should remain in place as well as aligned with the existing sidewalk.

Mr. Evans then updated the Board on bills recently passed during the 86th Legislative Session.

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 June 18, 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



Attachments to the Minutes of the
The Meadows at Chandler Creek Municipal Utility District
May 21, 2019, Board of Directors Meeting

1. Board Packet.