

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

**JUNE 18, 2019**

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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 June 18, 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
Adrian Bustillos	Secretary
Shelley Janda	Treasurer
Cassandra Brown	Assistant Secretary/Treasurer

and all Directors were present, except Director Bustillos, 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 and Robert Goldstein of ECO Systems Landscaping Services ("**ECO**"), the District's Landscaper; Mark Maxwell of Maxwebs Co., the District's website provider; Jane and David Bost, residents of the District; 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 residents present who wished to address the Board.

The Board next considered the minutes of the May 21, 2019, regular Board of Directors meeting. After a brief discussion, upon a motion duly made by Director Wohlford and seconded by Director Janda, the Board voted unanimously to approve the minutes of the May 21, 2019, regular Board of Directors meeting, as written.

The Board next heard from Ms. Bost. She first stated that she would like to thank the Board for all the improvements done at the District's Park. Ms. Bost continued that she and her husband were in attendance at the meeting to discuss two issues with the Board: (1) the creosote bridge located in the District's Park; and (2) the undeveloped areas of the District's Park. Ms. Bost stated her belief that there was creosote leaching from the beams used to build the bridge in the District's Park. She stated that she had researched the effects of creosote on the environment and detailed her findings with the

Board. Mr. Bost also addressed the Board, expressed his support of his wife's views on creosote, and requested that the undeveloped portions of the District remain "natural areas" within the park. A lengthy discussion ensued. The Board expressed their appreciation for the Bost's concerns and comments and confirmed that the Board planned to address the issues in the future. The Bosts thanked the Board for their time and departed the meeting.

Mr. Burns next presented the Landscaping Report. He first updated the Board on various landscaping issues within the District. The Board then reviewed proposals from ECO and Westar Construction, Inc., ("**Westar**") for repairs to the decomposed granite trail throughout the park. After review and discussion, upon a motion duly made by Director Wohlford and seconded by Director Janda, the Board voted unanimously to approve the proposal from Westar at a total cost to the District of \$11,593.30. Copies of both proposals are attached hereto as exhibits to these minutes.

Next, the Board discussed the submittal of the District's application to the Texas Commission on Environmental Quality (the "**Commission**") for coverage under the Texas Pollutant Discharge Elimination System (TPDES) Phase II MS4 General Permit ("**Permit Application**"). Ms. McCalla explained that the stormwater committee had met on May 29, 2019, to review the District's stormwater management plan ("**SWMP**"), which plan would be submitted as part of the Permit Application. After consideration, upon a motion duly made by Director Janda and seconded by Director Wohlford, the Board voted unanimously to: (1) approve the SWMP as presented; (2) authorize the Board President to sign the Permit Application; and (3) authorize the District's Attorney to submit the Permit Application to the Commission on behalf of the Board. A copy of the SWMP, thus submitted, is included in the official records of the District.

The next item before the Board was consideration of the ORDER PROHIBITING TRESPASSING ON CERTAIN DISTRICT PROPERTY; AUTHORIZING PEACE OFFICERS TO REMOVE AND ARREST FOR VIOLATIONS; AND PROVIDING FOR PENALTIES UP TO \$10,000 PER VIOLATION (the "**Order**"). Mr. Evans reminded the Board that the Williamson County Sheriff's Office (the "**Sheriff's Office**") could enforce criminal trespass within the District as long as the District adopted an order detailing the authority of the Sheriff's Office within the District's boundaries. He then detailed the provision of the Order with the Board. After a brief discussion, upon a motion duly made by Director Wohlford and seconded by Director Janda, the Board voted unanimously to approve the Order, as presented. A copy of the Order is included in the Board Packet, which packet is attached hereto as an exhibit to these minutes.

The Board then discussed the reappointment of committee members for the District due to the recent appointment of Director Brown. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Brown, the Board voted unanimously to approve the following committee appointments:

Budgets:	Directors Wohlford and Janda
Contracts:	Directors Janda and Bustillos

Insurance:	Directors Brown and Bustillos
Parks/Landscaping:	Directors Berry and Wohlford
Security:	Directors Berry and Wohlford
Stormwater Management:	Directors Berry and Bustillos
Spring Festival:	Directors Brown and Janda
Website:	Directors Brown and Janda

The Board then entered into executive session at 7:43 p.m., pursuant to V.T.C.A. Government Code, Chapters 551.071, to consult with the District's Attorney on Item 6(d), as listed on the District's agenda. The Board reconvened in open session at 7:51 p.m. Director Berry reported that no decisions were made and no votes taken on the items discussed in executive session.

The Board next considered a private wastewater easement between the District and Marilyn Quick Richardson (the "**Easement**"). Mr. Evans explained that the wastewater line easement would run from the easement holder's property along the northern border of the District's property and would tie into an existing manhole owned by the City of Round Rock (the "**City**"). He then suggested that the Board request reimbursement of the District's legal costs for review of the documents as well as the recording fees for the easement as consideration for the District's grant of the easement, and the Board agreed. After discussion, upon a motion duly made by Director Janda and seconded by Director Wohlford, the Board voted unanimously to approve the Easement, subject to receipt of reimbursement of the District's legal costs and recording fees. A copy of the Easement is attached hereto as an exhibit to these minutes.

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 noted that Inframark had informed the Stepping Stone School to remove of the graffiti located on its property. He continued that personnel with the school claimed the graffiti was the responsibility of the City. However, Mr. Hurley continued, after contacting the City, the City was claiming that the school was responsible for removal of the graffiti. After a question from the Board, Mr. Evans explained that the District could adopt specific rules to address the graffiti issue as well as other possible issues within the District. He added that a violation of the rules adopted by the Board would then subject the violator to a possible fine. After discussion, the Board directed the District's Attorney to include an item regarding the adoption of rules on the District's next agenda.

The Board next considered an agreement with Maxwebs Co. for the web design and maintenance of the District's website (the "**Agreement**"). After review, upon a motion duly made by Director Janda and seconded by Director Wohlford, the Board voted unanimously to approve the Agreement with Maxwebs Co., as presented. A copy of the Agreement is include in the Board Packet and attached hereto.

The Board then discussed the possible upsizing of wastewater lines within the District. No action was taken on this item.

Director Janda next reported that the District's newsletter would be completed and sent out after the adoption of the District's tax rate in order to allow the tax information to be included in the newsletter. She continued that the newsletter would likely be ready to distribute by October.

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. 5319 through 5324 were also being submitted for approval. Mr. Luft stated the District's 2018 tax levy was 99.31% collected as of the date of the meeting. 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 Wohlford, 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 a part of these minutes.

Director Janda then reported on the activities of the Chandler Creek Homeowners Association.

Next, Mr. Edmonson presented the Engineering Report. He reviewed with the Board a handout on the risks of creosote, and he stated that the Commission currently had no rules in place regarding the use of creosote. Mr. Edmonson told the Board that he was in the process of contacting vendors to determine the best way to mitigate the issue. He added he would bring any proposals to the Board for review when received.

He then reported that Gray continued to work with the City regarding completion of the cleanup of the work area in 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 was resolved.

Mr. Edmonson then updated the Board on the progress by Westar to clear debris from the District's outfalls. He noted that inclement weather had delayed the project, but he anticipated that Westar would complete the project by the end of next week. During the cleanout of the District's outfalls by Westar, Mr. Edmonson stated that several fences were identified that appear to be encroaching onto the District's drainage easements along one inlet behind Stoney Point High School. He added that Gray was investigating the issue and would report its findings to the Board.

Next, Mr. Edmonson reported to the Board that Westar's construction of ten exposed aggregate concrete pads at the District's park benches was complete as was the installation of two swing mats, the repair of two swings, and the touchup of the paint on the swing sets by T.F. Harper & Associates, L.P.

Mr. Edmonson then reported on the repairs to the lighting system at the pavilion. He presented three proposals from LGHG Services ("LGHG"). He explained that the first

proposals was for the repair of the electrical landline supporting the current light system at a cost of \$1,600 for repair of the line. In the alternative, he stated, LGHG also submitted a proposal for \$2,400 to retrofit the current system with an Inception Generation 1 controller. Mr. Edmonson continued that after submitting the first two proposals, LGHG had called Inception and determined that the company was no longer in business. He told the Board that he then received the third proposal from LGHG in the amount of \$2,000 to install a separate controller, which would allow the District to control the pavilion lights remotely from a cellular phone and would not require the installation of a new electrical landline. After discussion, upon a motion duly made by Director Janda and seconded by Director Wohlford, the Board voted unanimously to approve the \$2,000 proposal from LGHG for installation of a controller subject to the controller's ability to work with Android phones. Copies of the proposals are attached hereto as exhibits to these minutes.

Next, Mr. Edmonson reported on maintenance items within the District's Park related to Texas Accessibility Standards (TAS) (the "**TAS Project**"). He stated Westar has completed the project and the review was performed. He continued that Westar would need to address a couple of issues regarding tables and striping.

Mr. Edmonson then discussed with the Board the phase two extension of the District's trail (the "**Project**"). He reviewed plans for the Project with the Board. The Board confirmed that ECO would install the plants for the Project and the sign would be ordered from Southwest Monument. After consideration, upon a motion duly made by Director Wohlford and seconded by Director Janda, the Board voted unanimously to approve the plans as presented subject to the lettering on the sign being enlarged and the railing extended to the 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 July 16, 2019.

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



  
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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  
June 18, 2019, Board of Directors Meeting

1. Board Packet;
2. Proposals for repairs of the decomposed granite trail;
3. Easement between the District and Marilyn Quick Richardson; and
4. Proposals from LGHG for installation of a controller at the pavilion.