

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF
NORTH AUSTIN MUNICIPAL UTILITY DISTRICT NO. 1**

March 18, 2020

THE STATE OF TEXAS §
 §
COUNTIES OF TRAVIS §
 §
AND WILLIAMSON §

A regular meeting of the Board of Directors of North Austin Municipal Utility District No. 1, open to the public, was held on March 18, 2020, at the Rattan Creek Community Center, 7617 Elkhorn Mountain Trail, Austin, Texas, pursuant to notice duly given in accordance with law. A copy of the Certificate of Posting of said Notice is attached as **Exhibit "A"**.

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

Donald G. Conklin	-	President
Jo Jones	-	Vice President
Diana Christiano	-	Secretary
Kim Green	-	Treasurer/Assistant Secretary
Rachel Beaulieu	-	Assistant Secretary/Assistant Treasurer

and all of said Directors were present, thus constituting a quorum. Also in attendance at the meeting were Marc Marroquin with Premier Recreation Management Services, LLC; Kevin Flahive with Armbrust & Brown, PLLC; and Roland Fru, a resident of the District.

Director Conklin called the meeting to order at 6:02 p.m., stated that the Board would first receive citizen communications, and recognized Mr. Fru. Mr. Fru stated that he was a resident of the District and that his church had rented the great room in the community center for services in the past. He requested that the Board permit his church to rent the great room regularly at a discounted rate or at no expense. Director Conklin discussed the likelihood that the Board would take action to close the community center indefinitely due to the Coronavirus pandemic. The Board then recommended that Mr. Fru contact the Parks & Community Center Committee to discuss and pursue his request.

The Board next considered approval of the February 17, 2020 and the February 19, 2020 minutes. Upon motion by Director Conklin and second by Director Jones, the Board voted 4-0 to approve the February 17, 2020 minutes, as presented, with Director Beaulieu abstaining. Upon motion by Director Conklin and second by Director Jones, the Board then voted unanimously to approve the February 19, 2020 minutes, as presented.

Director Conklin then stated that the Board would receive a report from the Rattan Creek Neighborhood Association (the "RCNA"). Director Christiano and Director Beaulieu confirmed that the RCNA had canceled its monthly meeting on March 19, along with the garage sale and Easter egg hunt events, due to the Coronavirus pandemic.

At 6:10 p.m., Director Conklin stated that the Board would convene in executive session pursuant to Section 551.071 of the Texas Government Code to receive legal advice from Mr. Flahive regarding restrictive covenant enforcement matters. The Board reconvened in open meeting at 6:19 p.m. and Director Conklin stated that no action was taken during executive session. Mr. Flahive then reviewed the restrictive covenant report. After discussion, upon

motion by Director Green and second by Director Conklin, the Board voted unanimously to direct Mr. Flahive to continue the enforcement action relating to the boat and trailer parked in front of the property located at 8101 Avella Drive by delivering the Notice of Impending Litigation. After discussion, upon motion by Director Beaulieu and second by Director Conklin, the Board voted 4-1 to direct Mr. Flahive to continue the enforcement action relating to the garbage and refuse located in the yard of the property located at 13107 Tamayo Drive by delivering the Final Notice, with Directors Conklin, Jones, Christiano and Beaulieu voting “aye” and Director Green voting “nay”.

The Board next discussed the Williamson County security report, attached as **Exhibit “B”**, and a recent incident involving the discharge of a firearm in the District’s greenbelt. Director Conklin stated that he would contact Sergeant Zion to discuss the matter.

Mr. Flahive then presented the revised Application for Secondary Employment of Law Enforcement and Agreement with Regard to Use of Vehicle(s) in Connection with Off Duty Employment of County Peace Officer(s) with the Travis County Sheriff’s Office, attached as **Exhibit “C”** (“*Security Service Agreement*”). He stated that the Travis County Sheriff’s Office had modified the term of the agreement to shorten it by one month so that the Security Service Agreement would expire on December 31, 2020 rather than January 31, 2021, as the Board had previously approved. Upon motion by Director Conklin and second by Director Jones, the Board voted unanimously to approve the revised Security Service Agreement, expiring on December 31, 2020, as presented.

Director Conklin then recognized Mr. Marroquin to provide the pool and community center report. Mr. Marroquin reviewed his report, attached as **Exhibit “D”**. He stated that he would submit an application for a pool operation permit, as required under the Williamson County and Cities Health District’s new Public Swimming Pool Program, in the near term.

The Board next discussed the proposals from Balcones Geotechnical, LLC for geotechnical engineering services and from Pickett, Kelm & Associates, Inc. for structural engineering services, both in relation to the Parmer Lane bridge project, and identified in items 8.(d)(i) and (ii) of the agenda. After discussion, the Board elected to address the proposals at the April 15, 2020 regular meeting, as the contents of meeting packets appeared to be incorrect with respect to the proposals.

Director Conklin then stated that the Board would consider the proposal from Crossroads Utility Services, L.L.C. to replace ten fire hydrants at a cost of \$80,000 out of bond proceeds, attached as **Exhibit “E”** (the “*Fire Hydrant Proposal*”). Upon motion by Director Conklin and second by Director Green, the Board voted unanimously to approve the Fire Hydrant Proposal.

Mr. Flahive then discussed the drainage/maintenance issues on the ±20 acre tract located adjacent to The Bluffs within the District, stating that he was working with Murfee Engineering Co., Inc. to obtain an illustration of the property, including the District’s easement tract, for use in determining the District’s ability to address the issues.

At 6:50 p.m., Director Conklin stated that the Board would convene in executive session pursuant to Section 551.071 of the Texas Government Code to receive legal advice from Mr. Flahive regarding the items on the supplemental agenda relating to the Coronavirus pandemic. The Board reconvened in open session at 7:52 p.m. and Director Conklin stated that no action was taken during executive session. The Board then elected to maintain its regular meeting schedule moving forward, and may conduct meetings by telephone conference call pursuant to

Section 551.124 of the Texas Government Code, as modified temporarily by Governor Abbott and the Office of the Texas Attorney General in connection with the Governor's COVID-19 Disaster Proclamation.

The Board then discussed temporary facility closures. Upon motion by Director Conklin and second by Director Christiano, the Board voted unanimously to close and secure the community center, the swimming pool, the tennis courts and the basketball court until such time as the Board elects to reopen the facilities. Upon motion by Director Christiano and second by Director Green, the Board voted 4-1 to close the playscapes located in Rattan Creek Park and Robinson Park, and to utilize signage for that purpose, referencing Williamson County Judge Bill Gravell, Jr.'s Second Order Relating to Large Events and Mass Gatherings Under Local State of Disaster, issued on March 16, 2020, and the Centers for Disease Control and Prevention's COVID-19 guidelines, until such time as the Board elects to reopen the facilities, with Directors Conklin, Jones, Christiano and Green voting "aye" and Director Beaulieu voting "nay".

Director Conklin then stated that the Board would consider cancellation of reservations for use of District facilities. After discussion, upon motion by Director Conklin and second by Director Jones, the Board voted unanimously to cancel all reservations for use of District facilities, including the community center, the swimming pool, the large and small pavilions, and the soccer fields.

The Board next discussed the large and small pavilions in Rattan Creek Park and Robinson Park. Upon motion by Director Green and second by Director Conklin, the Board voted 4-1 to close all pavilions utilizing signage for that purpose and referencing Williamson County Judge Bill Gravell, Jr.'s Second Order Relating to Large Events and Mass Gatherings Under Local State of Disaster, issued on March 16, 2020, and the Centers for Disease Control and Prevention's COVID-19 guidelines, until such time as the Board elects to reopen the facilities, with Directors Conklin, Jones, Christiano and Green voting "aye" and Director Beaulieu voting "nay".

Director Conklin then stated that the Board would consider action relating to Mr. Andrew Hunt's memorandum to the Board dated March 18, 2020, attached as **Exhibit "F"**, regarding proposed utility service responses to the Coronavirus pandemic. After discussion, upon motion by Director Conklin and second by Director Green, the Board voted unanimously to approve: (i) postponement of all delinquent water disconnections until such time as the Board elects to resume such disconnections; (ii) postponement of all delinquent water letters until such time as the Board elects to resume delivering such correspondence; (iii) leaving water on during the transfer of an account to a new customer to ensure that water service is uninterrupted; and (iv) the waiver of all late fees until such time as the Board elects to resume assessing the fees.

The Board next discussed increasing patrols by the Williamson County Sheriff's Office due to the Coronavirus pandemic. Upon motion by Director Christiano and second by Director Jones, the Board voted unanimously to increase patrols by the Williamson County Sheriff's Office to the same level utilized during the holiday season, to the extent the officers have the capacity to meet that level of service, until such time as the Board elects to reduce patrols.

Director Conklin stated that the Board would next discuss creating a Facebook page for the District to utilize for communicating with District residents during the Coronavirus pandemic. After discussion, upon motion by Director Beaulieu and second by Director Jones, the Board voted unanimously to authorize the Website Committee to direct Mr. Hunt to create

and maintain a Facebook page for the District on which emergency information relating to the Coronavirus pandemic will be posted by Mr. Hunt, at the Website Committee's direction, after review by Mr. Flahive.


The Board then discussed directing Crossroads Utility Services, L.L.C. to have signage prepared for both facility closures and to advise District residents utilizing the District's parks and greenbelts regarding Williamson County Judge Bill Gravell, Jr.'s Second Order Relating to Large Events and Mass Gatherings Under Local State of Disaster, issued on March 16, 2020, and Centers for Disease Control and Prevention's COVID-19 guidelines. Upon motion by Director Conklin and second by Director Jones, the Board voted unanimously to direct Crossroads Utility Services, L.L.C. to cause all necessary signage to be prepared and installed on a time and materials basis under the District's Management Services Agreement, as amended.

The Board then discussed with Mr. Marroquin the reduced scope of services that Premier Recreation Management Services, LLC would provide while the swimming pool and community center are closed. Mr. Marroquin stated that he would prepare to discuss with the Board at the April 15, 2020 regular meeting options for reducing the fees charged by Premier Recreation Management Services, LLC due to the reduced scope of services during the pandemic. The Board directed Mr. Marroquin to seek to have Clean, Etc. maintain the same level of service, but allocate more of that service to exterior restrooms and water fountains in Rattan Creek Park and Robinson Park.

Director Conklin then asked if there were any other items to come before the Board. There being none, upon motion by Director Conklin and second by Director Green, the Board voted unanimously to adjourn at 8:25 p.m.

(SEAL)




Diana Christiano, Secretary
Board of Directors

Date: May 20, 2020