

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

May 2, 2020

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

A special meeting of the Board of Directors of North Austin Municipal Utility District No. 1, open to the public, was held on May 2, 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 hereto 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 Andrew Hunt with Crossroads Utility Services, L.L.C. and Marc Marroquin with Premier Recreation Management Services, LLC.

Director Conklin called the meeting to order at 6:01 p.m. and stated that the Board would first receive citizen communications. There were no residents in attendance to address the Board.

Director Conklin then stated that the Board would discuss reopening certain district facilities which had previously been closed due to the COVID-19 pandemic. He stated that Governor Abbott issued a new executive order and press release on April 27, 2020 stating that certain outdoor sports activities would be allowed to resume under Phase 1 of the Governor's plan so long as no more than four participants played together at one time. Director Conklin stated that he had received some communication from residents about reopening the tennis courts. Mr. Hunt then handed out the United States Tennis Association (the "USTA") recommendations on safe play during the COVID-19 pandemic, attached as **Exhibit "B"**, which included limitations on type of play and number of players to no more than two people per court. Directors Conklin and Green noted that USTA recommended no doubles play. Director Green recommended that the Board reopen the tennis courts in two phases. She recommended that the District post guidelines and enforce rule violations if rules are not followed. Director Conklin stated that he had relayed to a resident that if residents couldn't self-police, then membership or access could be revoked. The Board recommended that the Parks & Community Center Committee, Sgt. Zion, Mr. Marroquin and Mr. Hunt monitor use of the tennis courts. Director Christiano stated that she was alright with reopening the tennis courts but that the Board should consider adding hand sanitizer stations. The Board then discussed various sanitizing methods. Upon motion from Director Conklin and second by

Director Green, the Board voted unanimously to reopen the tennis courts for single play only with a limit of no more than four people inside a double court gate, for Mr. Marroquin to post temporary rule signage and to authorize the Parks & Community Center Committee, Mr. Marroquin, Mr. Hunt and Sgt. Zion to close the tennis courts if violations are found to be chronic in nature. Director Green asked if Mr. Marroquin could find a vendor to sanitize the courts. Mr. Marroquin stated that he would investigate.

Director Conklin then asked the Board if there was interest in reopening the playscapes, volleyball courts, the basketball court, and large and small pavilions. The Board discussed various scenarios, but took no action to reopen these facilities. Mr. Hunt asked if the Board wanted to add orange safety fencing to the playscape since there were reports that residents had been using the closed playscapes. Director Conklin stated he did not think that fencing would be necessary, and the rest of the Board agreed.

Director Conklin then stated that the Board would discuss reopening the District's swimming pool. Director Conklin reported that Governor Abbott stated that people should avoid using public swimming pools. Director Conklin stated that the Texas Department of State Health Services defines a public swimming pool as a pool "other than a residential pool". Additionally, he stated that the Texas Municipal League Intergovernmental Risk Pool and the District's attorney stated that the swimming pool should not be opened at this time under any circumstances. Director Green confirmed that she had spoken with Mr. Flahive, as well. Director Christiano stated that she thought that the Board should, when appropriate, consider reopening the pool during a set period each day for a specific age group or for those with health issues. Director Green asked if an item for reopening the pool could be placed on the May 20<sup>th</sup> agenda. Mr. Marroquin provided his plan for reopening the pool and monitoring pool use, attached as **Exhibit "C"**. The Board discussed scenarios of monitoring pool usage. The Board took no action on reopening the pool.

Director Conklin then stated that the Board would next discuss directing District consultants to monitor usage of any reopened facilities and to take any necessary actions to ensure use of such facilities in a safe and healthy manner. Director Conklin stated that Mr. Marroquin, Mr. Hunt, and Sgt. Zion and the Parks & Community Center Committee should be authorized to monitor use of and close the tennis courts if any violations occurred. The other Board members agreed to direct Mr. Marroquin, Mr. Hunt, St. Zion, and the Parks & Community Center Committee to monitor the use of the tennis courts and to close the tennis courts if any violations occurred. No other action was taken on committee authorizations for any other District facilities.

Director Conklin stated that the Board would now discuss signage for reopened District facilities. Mr. Hunt stated he would work with Mr. Marroquin to get temporary rule signage posted as soon as possible for tennis court use. He also suggested that the Facebook page be updated with the new opening of the tennis courts.

Director Conklin stated that the Board would next discuss other such matters relating to reopening and closings. Mr. Hunt mentioned that an issue had been raised with use of the parking lot by food truck vendors. He stated that he was notified by Sgt. Zion that different companies were utilizing the community center parking lot for distribution of food and masks

and that the Williamson County Sheriff's Office had to shut down an event since it was causing a traffic issue at the intersection of Tamayo Drive and Elkhorn Mountain Trail. Mr. Hunt stated that he cordoned off the parking lot until he could discuss a plan to monitor use with the Board. He stated that previously food trucks were only allowed in the parking lot when monitored by the RCNA and during an event with which the parking lot could be closed off to vehicular traffic. He stated that Sgt. Zion discussed it with him and noted that the driveway width and proximity to a busy intersection made it a very difficult location to allow heavy volumes of vehicular flow through the parking lot for an event and for increased traffic backing up to the intersection. The Board agreed that food truck and retail use needed to be approved by the District first. Directors Conklin and Beaulieu asked that the RCNA present any requests for use of the community center parking lot in advance at scheduled Board meetings. The Board asked Mr. Hunt to remove the cones and barricades and to add a sign prohibiting use of the parking lot for food truck and retail vendor use.

Director Christiano stated that the Board should consider coming up with options for telephone or video conference of meetings for residents who are not able to attend Board meetings in person due to health issues. The Board discussed various pros and cons and scenarios of virtual meetings and teleconference calls. Director Christiano asked if residents who wish to address the Board during the public comment section of the meeting but are unable to attend meetings due to health issues could submit their comments to be included in the meeting packet. Mr. Hunt confirmed that if a resident wished to address the Board in lieu of making an in-person presentation during the public comment section of the meeting that a communication piece could be included in the monthly board packet. The Board discussed communication with residents at meetings and through the District's website.

Director Christiano noted that the COVID-19 crisis could potentially cause residents to be unable to pay their water bills. Mr. Hunt agreed that his firm was prepared for this and would present tools for the Board to utilize when making decisions on aged receivables and delinquency processes. He stated that his firm was not assessing late fees nor has disconnected any customers. The Board discussed ways to assist residents with bill payments. Mr. Hunt stated he would have an update on this subject at the May 20<sup>th</sup> meeting and that he would keep the Board apprised of any hardship cases.

Director Conklin next presented an invoice from the City of Austin relating to the Menlo waterline project attached as **Exhibit "D"**. Director Conklin stated that Mr. Malish offered to pay the invoice on behalf of the District so that the project with the City could be completed and requested reimbursement from the District. The Board agreed to reimbursement of the City of Austin invoice once submitted by Murfee Engineering Co., Inc.

Mr. Marroquin asked if the Board would consider credit card payments for the community center at a future meeting. Mr. Marroquin stated that he would work with E-soft and the District's accountant and attorney on a proposal for the May 20<sup>th</sup> meeting.

Director Conklin then stated that the Board would discuss the Tamayo Bridge project. Mr. Hunt presented the bid tabulation prepared by Murfee Engineering Co., Inc. and Mr. Malish's recommendation letter, attached as **Exhibit "E"**, and reviewed it with the Board. Mr. Hunt stated that Mr. Malish recommended that the Board accept the lowest bid, submitted by

Joe Bland Construction, L.P. in the amount of \$384,309.50. Upon motion by Director Conklin and second by Director Green, the Board voted unanimously to: (i) accept the bid from and award contract to Joe Bland Construction, L.P. in the amount of \$384,309.50; (ii) authorize Mr. Malish to finalize the contract, the form of which was contained in the bid package, with Joe Bland Construction, L.P.; and (iii) authorize Director Conklin to approve, subject to SB 1295 compliance, and execute the contract on behalf of the Board.

Upon motion from Director Conklin and second by Director Green, the Board voted unanimously to adjourn the meeting 8:12 p.m.

(SEAL)



Date: May 20, 2020

*Diana Christiano*  
Diana Christiano, Secretary  
Board of Directors