

MINUTES OF MEETING OF THE BOARD OF
DIRECTORS OF WILLIAMSON-TRAVIS COUNTIES
MUNICIPAL UTILITY DISTRICT NO. 1

September 19, 2007

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THE STATE OF TEXAS §

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COUNTIES OF WILLIAMSON AND TRAVIS §

A regular meeting of the Board of Directors of Williamson-Travis Counties Municipal Utility District No. 1 was held at 6:00 p.m. on September 19, 2007, at the District office at The Park at Lakeline Oaks, 1000 Old Mill Road, Cedar Park, Texas 78613. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act.

Director Hardin called the roll of the members of the Board:

Chris Rocco - President
Steve Davies - Vice President
Linda Garrett - Secretary
Brian T. Hardin - Treasurer
Luis Zervigon - Assistant Secretary/Treasurer

All the directors were present with the exception of Directors Rocco and Davies, thus constituting a quorum. Also present at the meeting were Bill Fry, Kristi Hester, and Becky Stathos with Severn Trent Services; Bill Flickinger with Willatt & Flickinger; and District residents Virginia Campbell, Shari Madani, Pam Moss, Camille Carney, Beverly Zervigon, and John and Janet Kinniell.

Director Hardin called the meeting to order at 6:01 p.m. and stated that the Board would first consider Agenda Item 1: Minutes from August 15, 2007, August 31, 2007, and September 12, 2007 meetings. On a motion by Director Garrett seconded by Director Zervigon, the Board unanimously approved the minutes of August 15, 2007 with the changes shown below, and the minutes of August 31, 2007, and September 12, 2007, as written

Changes to August 15, 2007 minutes:

- Page 3
- Agenda Item 22 – Remove the phrase “which will be reviewed at the end of the 90-day period” at the end of the second paragraph.
- Agenda Item 21 – Indicate that Mr. Kinniell’s remark was referring back to Agenda Item

22.

- Page 5
- Agenda Item 15 – The third sentence should read “The Committee recommended Board members review the draft as proposed by the Committee so it can be voted on at the next meeting.”
- Agenda Item 15 – The cover sheet Director Hardin suggested adding to the ERP would summarize responsibilities, not detail them.

Director Hardin then called for Agenda Item 2: Reconsideration of Minutes previously approved with oral revisions. There were no minutes for reconsideration.

Director Hardin then called for Agenda Item 3: Report from the District’s engineer.

- a) Complaints by residents regarding drainage problems and the impact of District’s CMU fence on such areas
- b) New commercial development; Starfish; WCAD Reference No. R314445; Terriville 2 El Salido
- c) City of Cedar Park extension of water line on El Salido

There was no discussion on this agenda item.

Director Hardin then called for Agenda Item 23: Receive citizens’ communications.

Ms. Campbell said she was attending the meeting for observation only.

Ms. Madani addressed the Board about problems with the dogs next door and the damage to her fence. Two of her neighbors, Ms. Moss and Ms. Carney, expressed concern about dogs also. Director Zervigon referred to the DRC minutes in the packet and the resolutions from the Committee.

Director Hardin then called for Agenda Item 24: Report from the DRC and act on restrictive covenant enforcement. Director Zervigon made motion to authorize Mr. Flickinger to issue a letter to the owner and the resident of 1807 Old Mill Road requiring them to repair the fence or the District will file suit and to ask Mr. Flickinger to advise the Board if the nuisance provision of the deed restrictions could be invoked in order to take action directly against the dogs, requiring the owner and the resident to get rid of the dogs. Director Garrett seconded the motion. Mr. Flickinger said he does not interpret this motion as broad enough authorization to file a lawsuit between now and the October meeting. Director Hardin suggested authorizing Mr. Flickinger to file suit should the owner and resident fail to take action to repair the fence. Mr. Flickinger suggested allowing the owner and resident ten days to commit to corrective action. Director Zervigon revised his motion accordingly. Director Garrett seconded the revised motion, which carried unanimously.

Director Hardin then called for Agenda Item 4: Report from District’s Manager and Affected Persons, including payment of bills and invoices and transfer of funds.

- a) review and discussion of pending Board directives to Manager, attorneys, Board members and subcommittees
- b) water and wastewater system report
- c) billing report and financials
- d) security issues and vandalism
- e) security measures for the water system
- f) builder and aged receivables
- g) detention pond and related issues
- h) fire hydrant survey
- i) RBC Dain Rauscher
- j) solid waste collection and disposal service
- k) marquees
- l) customer and resident complaints
- m) adjustment of delinquent accounts
- n) review changes made to Standard Operating Procedures (SOP) Manual
- o) collection of delinquent property taxes
- p) preventative maintenance program
- q) quarterly investment reports
- r) committee reports
- s) District patrols

Ms. Hester reviewed the general manager's packet.

Mr. Fry discussed the cloudy water issue which resulted from air being flushed into the lines when the City of Cedar Park opened a new main. If there are any circumstances in the future which might cause complaints from residents, STES will notify the Board president or next highest officer available. This should be added to the SOP.

The Directives were reviewed and are attached.

On a motion by Director Zervigon, seconded by Director Garrett, the Board unanimously approved payment of invoices totaling \$175,584.28 and ratified bills paid out of the Manager's Account.

Mr. Flickinger will add Volente Hills HOA to the agenda. The Infrastructure Committee will be responsible for reviewing the wall issue and proposed street light, and the Park Committee will study the proposed park. Ms. Hester will request additional information from the HOA and furnish it to the appropriate committee.

Director Hardin then called for Agenda Item 5: Newsletter. Ms. Stathos will ask Ms. Nugent to include articles in the next newsletter regarding the moratorium on political signs, credit card fees, and the next director election.

Director Hardin then called for Agenda Item 6: Management Services Agreement and Deed Restriction

Enforcement Management Services Agreement with Severn Trent Environmental Services, Inc. No action was taken on this agenda item.

Director Hardin then called for Agenda Item 7: Agreement for Deed Restriction Enforcement Services. This item was deferred until later in the meeting.

Director Hardin then called for Agenda Item 8: Repairs to District's CMU fence. There have not been any recent repairs to the CMU fence.

Director Hardin then called for Agenda Item 9: District Website. STES will check to see if the dates and times have been changed.

Director Hardin then called for Agenda Item 10: Fire Protection Services. There was no action taken on this agenda item.

Director Hardin then called for Agenda Item 11: Solid Waste Disposal Contract. Mr. Fry said the committee and WM had discussed ways to work more closely together.

Director Hardin then called for Agenda Item 12: District Depository, bank accounts. This item needs to remain on the agenda.

Director Hardin then called for Agenda Item 13: Proposal for Strategic planning services. No action was taken on this agenda item.

Director Hardin then called for Agenda Item 14: Emergency Response Plan and Vulnerability Assessment and compliance with statutory and regulatory requirements in connection with same. Mr. Fry distributed a letter from Mr. Binderim together with the Emergency Response Plan agreed upon at the last committee meeting. Director Zervigon moved to approve and accept the most recent version of the ERP. Director Garrett seconded the motion, which passed unanimously.

Director Hardin then called for Agenda Item 15: Annexation of the District by the City of Cedar Park. Flickinger said a revised version of what was presented previously is in the packet and includes the City's current annexation plan. STES will send a copy to Ms. Ross.

Director Hardin then called for Agenda Item 16: Amended Information Form. Mr. Flickinger explained this form needs to be updated because of the change in the tax rate. Director Garrett moved, Director Zervigon seconded, and the Board unanimously approved the amended Information Form.

Director Hardin then called for Agenda Item 17: Crime Shield Policy. The Insurance Committee has worked on the application but it cannot be finished until the audit is approved.

Director Hardin then called for Agenda Item 18: Public Hearing on Resolution regarding taxing goods in transit. Mr. Flickinger explained that a bill passed during the last legislative session allows for goods in transit to be considered inventory.

At 7:26 p.m., Director Hardin opened a public hearing on a resolution regarding taxing goods in transit. There being no one present wishing to comment, the public hearing was closed at 7:27 p.m.

Director Hardin then called for Agenda Item 19: Resolution regarding taxing goods in transit. On a motion by Director Garrett, seconded by Director Zervigon, the Board unanimously approved a resolution regarding taxing goods in transit.

Director Hardin then called for Agenda Item 20: Code of Ethics and Financial Investment, Travel and Professional Services Policy; Mileage Reimbursement. Mr. Flickinger said he put this item on the agenda for informational purposes only and did not have any proposed changes at this time. No action was taken on this agenda item.

Director Hardin then called for Agenda Item 21: Audit. Director Hardin moved to accept the audit. Director Garrett seconded the motion, which passed unanimously. Mr. Flickinger will have Director Rocco sign the audit and forward it to TCEQ.

Ms. Hester said she received the audit engagement letter today. Mr. Flickinger will add it to the October agenda or to the agenda of any special meeting prior to the October meeting.

Following a brief recess, Director Hardin called for Agenda Item 22: Rate Order. This issue will remain on the agenda for several more months.

Director Hardin then called for Agenda Item 25: Approval of DRC Minutes by Deed Restriction Committee Members. Approval of the DRC minutes of September 12 was postponed until the next regular Board meeting.

Director Hardin then called for Agenda Item 26: Report from ACC. There was no discussion on this agenda item.

Director Hardin then called for Agenda Item 27: Authorization for filing of Lawsuit against Brandon Finnegan for deed restriction violations including automotive repair and auto body business operations at 2800 Buckeye Trail. Mr. Flickinger said a deed restriction issue came up after the August meeting and he sent a follow-up letter. He has received a response to that letter. No current violation exists, so the lawsuit will not be filed at this time. This item will be kept on the agenda for another month.

Director Hardin then called for Agenda Item 28: Funding for and interaction with homeowners associations within the District to facilitate operation of Architectural Control Committee and other HOA functions. There was no discussion on this agenda item.

Director Hardin then called for Agenda Item 29: Rules for enforcement of restrictive covenants that include fines and termination of services. There was no discussion on this agenda item.

Director Hardin then called for Agenda Item 30: Report from the District's landscape contractor and related action. There was no discussion on this agenda item.

Director Hardin then called for Agenda Item 31: Report from the Park Subcommittee regarding park improvements. Director Garrett reported that all approved landscaping has been installed with the exception of that on Cashell Wood.

Director Hardin then called for Agenda Item 32: All matters related to the District's parks, fields, and office building. There was no discussion on this agenda item.

Director Hardin then returned to Agenda Item 7: Agreement for Deed Restriction Enforcement Services. Director Hardin said that during the recess he talked with Director Rocco who reported that the Management Committee met with one of the two finalists and is scheduled to meet tomorrow with the other one. The Committee will be ready to make a strong recommendation by the middle of next week. A special meeting was then scheduled for Noon on Wednesday, September 26, at Mr. Flickinger's office. The audit engagement letter will also be discussed at that time.

Director Hardin then returned to Agenda Item 4 (s): District patrols. Ms. Hester said the security patrols did not log the additional hours requested during August.

Director Zervigon asked to go on record as having voted to authorize an increase in the number of hours patrolled. He said there is inadequate coverage for speeding enforcement on Aster Pass and Spiderlily View. Another problem is the blind curve where Aster Pass meets Buckeye. STES will contact Director Rocco and ask him to discuss this with the constable.

Meetings were scheduled as follows:

Date	Committee Members	Location	Time
9/26	Board meeting	All Willatt & Flickinger	Noon
10/10	DRC Rocco/Zervigon	LLO	7:00
10/15	B&I Hardin/Zervigon	Jim's	8:00 a.m.
10/17	Board meeting	All LLO	6:00

Additional meetings will be scheduled as needed.

Director Hardin then called for Agenda Item 33: Adjournment. The meeting was adjourned at 8:18 p.m.

Linda Garrett, Secretary
Board of Directors

Date: _____

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