

VISTA OAKS MUNICIPAL UTILITY DISTRICT

AGENDA

April 13, 2020

TO: THE BOARD OF DIRECTORS OF VISTA OAKS MUNICIPAL UTILITY DISTRICT AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Vista Oaks Municipal Utility District will hold a regular meeting on **Monday, April 13, 2020, at 12:00 noon.**

THIS MEETING WILL BE HELD VIA TELEPHONE CONFERENCE CALL PURSUANT TO SECTION 551.125, TEXAS GOVERNMENT CODE, AS MODIFIED TEMPORARILY BY GOVERNOR GREG ABBOTT, AND THE RELATED GUIDANCE FROM THE OFFICE OF THE TEXAS ATTORNEY GENERAL, IN CONNECTION WITH THE GOVERNOR'S COVID-19 DISASTER PROCLAMATION.

MEMBERS OF THE PUBLIC ARE ENTITLED TO PARTICIPATE IN AND TO ADDRESS THE BOARD OF DIRECTORS DURING THE MEETING. THE TOLL-FREE DIAL IN NUMBER FOR THE MEETING IS 1-888-510-5505, AND THE PARTICIPANT CODE IS 450718. PLEASE FOLLOW THE INSTRUCTIONS PROVIDED BY THE SYSTEM TO ACCESS THE MEETING.

AN ELECTRONIC AGENDA PACKET FOR THE MEETING IS AVAILABLE AT THE FOLLOWING LINK:

<https://abaustin.sharefile.com/share/view/sd538f44a2d14aa28/foc89752-9a5f-4b40-8f63-4257bc1e91d4>

THIS MEETING WILL BE RECORDED, AND THE RECORDING WILL BE MADE AVAILABLE AFTER THE MEETING AT THE FOREGOING LINK.

The following matters will be considered and may be acted upon at the meeting:

PUBLIC COMMENT

1. Citizens' communications and Board member announcements;

CORONAVIRUS (COVID-19) EMERGENCY RESPONSE ITEMS

2. District response preparedness and related protocols, policies, and procedures, including:
 - (a) Order of County Judge of Williamson County, Texas for Stay Home Stay Safe ("Stay at Home" Order);
 - (b) Board meetings, including suspension of in-person meetings, cancelation of non-essential meetings, and telephone conference meetings, including:
 - (i) Governor's temporary suspension of certain Open Meetings Act requirements and related guidance from Texas Attorney General;

- (ii) Authorizing purchase of any equipment, hardware, software, programs, or other applications to facilitate telephone conference meetings;
 - (c) Emergency management, utility operations, and financial matters, including:
 - (i) Resolution Designating Essential Government Functions under Williamson County COVID-19 Stay at Home Order;
 - (ii) Crossroads Utility Services, LLC COVID-19 Response Plan, including suspension of termination, disconnection, and late fee policies;
 - (iii) Establishing and authorizing subcommittee(s) to act on emergency or time-sensitive matters during public health crisis;
 - (iv) Alternative procedures for payment of bills and invoices, fund transfers, expenditures, and other financial actions, including:
 - (1) Resolution Authorizing Transfers of Funds and Payment of Expenses During Public Emergencies;
 - (2) Authorizing circulation of approved checks and transfer letters for signature;
 - (d) Any other action related to the District's response to Coronavirus/COVID-19;
3. Williamson Central Appraisal District COVID-19 Plan for Protest Operations;

CONSENT ITEMS

(These items may be approved collectively or individually. Any of these items may be pulled for discussion at the request of any member of the board.)

4. Minutes of March 9, 2020 meeting;

DISCUSSION/ACTION ITEMS

- 5. Wholesale water and wastewater service, including update on City of Round Rock wholesale rate increases and rate appeal;
- 6. Security report and related matters;
- 7. Report from District's engineer;
- 8. Report from District's bookkeeper and recommendations regarding fund transfers and payment of bills and invoices;
- 9. Report from District's general manager and utility operator regarding:
 - (a) Utility operations and projects, including:
 - (i) Water accountability;
 - (ii) District facilities, including recommendations regarding any necessary

repairs and maintenance, including:

- (1) Status of clearing work around lift station fence;
 - (2) Status of fire hydrant maintenance and testing;
 - (3) Lift station repairs and maintenance, including proposal from Wastewater Transport Service for cleaning lift station;
 - (4) Beautification project maintenance, including proposal from Yellowstone Landscape for initial clean-up work and First Amendment to Landscape Maintenance Agreement for ongoing maintenance services;
- (b) Billing and collections, including past due accounts, write offs, adjustments and customer service;
- (c) Solid waste and recycling services, including:
- (i) Request from Central Texas Refuse, Inc. for consent to assignment of Solid Waste Collection and Disposal Services Agreement to CTR Acquisition Sub, LLC, including memorandum regarding procedure following assignment and sale of assets and Consent to Assignment of Solid Waste Collection and Disposal Services Agreement;
 - (ii) Update on scheduling bulk spring cleaning and pickup;
- (d) Website development and maintenance, including:
- (i) Transition of maintenance of current website to Director Garcia;
 - (ii) Proposed website redesign, update and/or alternative posting options;
 - (iii) Website development and maintenance, including maintenance transition and proposed redesign, update, and/or alternative options, including Website Development Agreement with Hot Dog Marketing, LLC;
10. Report from District's attorney, including consultant and director directives:
11. Future agenda items and meeting schedule.

The Board of Directors is authorized by the Texas Open Meetings Act, Chapter 551, Texas Government Code, to convene in closed or executive session for certain purposes including receiving legal advice from the District's attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073) discussing personnel matters (Section 551.074); discussing security personnel or devices (Section 551.076); or discussing information technology security practices (Section 551.089). If the Board of Directors determines to go into executive session to discuss any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.

(SEAL)



John W. Barton

Attorney for the District

The District is committed to compliance with the Americans with Disabilities Act. Reasonable accommodations and equal access to communications will be provided upon request. Please call Armbrust & Brown, PLLC at (512) 435-2300 for additional information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas program, 1-800-735-2988.