

**MINUTES OF MEETING OF
THE BOARD OF DIRECTORS OF
VISTA OAKS MUNICIPAL UTILITY DISTRICT**

March 19, 2018

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

A meeting of the Board of Directors of Vista Oaks Municipal Utility District was held on March 19, 2018, at the offices of Gray Engineering, Inc., 8834 N. Capital of Texas Highway, Suite 140, Austin, Texas. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act. A copy of the Certificate of Posting of the notice is attached as **Exhibit "A"**.

The roll was called of the members of the Board:

Mike Asbury	-	President
Robert Wells	-	Vice President
Leslie Alger	-	Secretary
Heath Reed-Green	-	Assistant Secretary
Carl R. Black	-	Assistant Secretary

and all of the Directors were present, thus constituting a quorum. Also present at times during the meeting were Andrew Hunt of Crossroads Utility Services LLC, the District's general manager and utility operator; Herb Edmonson of Gray Engineering, Inc., the District's engineer; Alexia Kolmodin of Municipal Accounts & Consulting, L.P., the District's bookkeeper; Savannah Olson, a resident of the District; and Jenn Scholl of Armbrust & Brown, PLLC, the District's general counsel.

Director Asbury called the meeting to order at 12:07 p.m. and stated that the Board would first receive citizens' communications and Board member announcements. Ms. Olson introduced herself to the Board and stated that she was the social events director for the Vista Oaks Homeowner's Association (the "***HOA***"). She stated that there was a standing item on the HOA's meeting agendas for updates from the District, but explained that reports were not usually provided. She stated that Director Alger had recommended that she attend a Board meeting in order to discuss keeping a line of communication open between the HOA and the District. **After discussion, Mr. Hunt stated that he would contact the manager of the HOA to coordinate regular monthly updates between the District and the HOA.**

There being no further citizens' communications and Board member announcements, Director Asbury stated that the Board would next consider the minutes of the February 12, 2018 Board meeting. Upon motion by Director Reed-Green and second by Director Black, the Board voted unanimously to approve the minutes.

Director Asbury then stated that the Board would receive an update on the Arterial H Phase 1 road construction. Mr. Hunt reported that the project was completed. Director Reed-Green asked if the area behind the right-of-way that had been disturbed by the construction would be seeded. **Andrew stated that he was not sure if the disturbed area would be seeded, but would look into this issue.**

Director Asbury then stated that the Board would receive an update on the RM 1431

roadway widening project, the Texas Department of Transportation (“*TXDOT*”) noise attenuation study, and related matters. Mr. Hunt reported that the sound wall construction contract had been awarded for a total price of about \$1,000,000 and the electric poles were being moved towards RM 1431 in anticipation of constructing the sound wall behind the electric poles. He stated that he did not have an update of when construction would commence, but noted that he would request a construction timeline and updates for the project due to the fact that there were District easements in the area. Mr. Edmonson asked if Mr. Hunt had seen the construction plans for the sound wall and stated that he would like to review the plans because there were several District pipes and other facilities nearby. **Mr. Hunt stated that he had not been provided with a copy of the sound wall plans, but would request a copy and forward to Mr. Edmonson upon receipt.**

Director Asbury then stated that the Board would receive an update on the Round Rock-Leander 138-kV transmission line. Mr. Hunt stated that project had been approved. He stated that he had not been provided with any other updates, but noted that he anticipated that the project would be in the permitting or plan review stage at this point. Mr. Hunt stated that he had obtained samples to conduct corrosivity tests before construction commenced so that the District had a baseline against which any effects on the District’s water supply could be measured and stated that he was waiting on the results of the tests.

Director Asbury then stated that the Board would consider taking action regarding wholesale water and wastewater service, including the City’s wholesale rate increases. Mr. Hunt reported that Ms. Littlefield and Mr. Bartram were still awaiting a response from the City Attorney to the rate analyst’s summary of the flaws in the rate structure, noting that the participating districts would need to meet again in order to review the City’s response and formulate a plan. Mr. Hunt stated that he anticipated that the City would respond before the April Board meeting.

Director Asbury stated that the Board would receive the security report and consider taking related action. Mr. Hunt stated that there had been some vandalism issues with the trail lights but the issues had been resolved and all lights had been repaired.

Director Asbury then stated that the Board would receive a report from the District’s engineer and recognized Mr. Edmonson. Mr. Edmonson presented his report attached as **Exhibit “B”**. Mr. Edmonson stated that he did not have any updates at this time. Director Reed-Green asked if Mr. Hunt had investigated potential options for new trail lights. Mr. Hunt responded that he was still in the process of investigating options. He explained that there were a number of different options to choose from and recommended that the subcommittee review the alternative proposals after he completed his investigation. Director Reed-Green then asked if Mr. Hunt had determined if a blanket easement in favor of the District was required for the new trail lights. Mr. Hunt stated that he was also investigating this issue and it would likely be addressed in the process of installing the new lights.

Director Asbury then stated that the Board would receive a report from the District’s bookkeeper and recognized Ms. Kolmodin. Ms. Kolmodin presented the bookkeeper’s report attached as **Exhibit “C”** and reviewed the bills and invoices and account activity for the District’s operating, manager’s, and lock box accounts; the account balances; the pledged securities reports; the budget comparison; the debt service payment schedule; the balance sheet; the tax collection report; the recycling rebate report; the monthly transfers; and the latest quarterly investment report. She then recommended approval of the bills and invoices and the transfers. After discussion, upon motion by Director Wells and second by Director Black, the Board voted unanimously to approve the bills, invoices, and transfers, as presented.

Director Asbury then stated that the Board would receive a report from the District's general manager and utility operator. Mr. Hunt first presented the operations report attached as **Exhibit "D"** and reviewed his directives from the prior Board meeting. He reported that water loss was at $\pm 0.10\%$ for the year and $\pm 2.04\%$ for the month of February. He reported that there were no issues with water quality and the utility system was generally operating well. He reported that the District was under voluntary watering restrictions, there were no issues with the website, there had been no serious solid waste/recycling collection issues, and the monthly recycling rebate was \$14.13. He added that the billing report was healthy and that he did not have any write-offs to present this month. Mr. Hunt then reported that a shopping mall project that was being compared to the Domain shopping mall had been proposed to be developed on the Indigo Ridge property near the District. He stated that all utilities for the project would be provided by the City of Cedar Park and noted that he would keep an eye on the development of the property. Mr. Hunt then reported that Williamson County had completed the sweeping program and the parking knuckles and cul-de-sacs should be completed later this spring. Director Reed-Green reported there was about 30 pounds of gravel near the outfall on Honey Bear Loop. Mr. Hunt responded that he would contact the County to arrange to have the area cleaned.

Director Asbury then recognized Ms. Scholl for purposes of receiving a report from the District's attorney. Ms. Scholl then presented the registration information for the 2018 Summer CASE Conference and reminded the Directors to register for the CASE Conference if they had not already done so.

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



Leslie Alger, Secretary
Board of Directors

Date: April 9, 2018