

MINUTES OF REGULAR MEETING  
OF  
WILLIAMSON COUNTY MUNICIPAL UTILITY DISTRICT NO. 13

STATE OF TEXAS                   §  
  §  
COUNTY OF WILLIAMSON       §

A regular meeting of the Board of Directors of Williamson County Municipal Utility District No. 13, open to the public, was held at noon on September 13, 2018 at ABC Bank, 610 W. 5<sup>th</sup> Street, 2<sup>nd</sup> Floor, Austin, Texas 78701, pursuant to notice duly given in accordance with law.

1. CALL TO ORDER

The meeting was called to order.

2. ROLL CALL OF DIRECTORS

A roll call of the Directors was taken. The Directors present were:

Powell Thompson - President  
Marty Vannatter – Vice President  
William W. Gordon - Secretary  
Bob Riester – Assistant Secretary  
Aundrick Richard – Assistant Secretary

thus constituting a quorum. All directors were present.

Also present at the meeting were Bill Flickinger, Matt McPhail and Jeniffer Concienne of Willatt & Flickinger, PLLC, Tricia Melton of Bott & Douthitt, P.L.L.C., Keith Collins of Randall Jones Engineering, Doug Lewis, Brett Lanham and Bettina Bell of AWR Services and residents Paloma Sanchez and David Kelly.

3. CITIZEN COMMENTS

No citizen comments were made.

4. MINUTES OF PRIOR MEETINGS

President Powell Thompson entertained a motion for approval of the minutes. Motion was made by Marty Vannatter and seconded by Bob Riester to approve the minutes of the August 9, 2018 board meeting as presented. The motion carried unanimously.

5. DEVELOPER'S REPORT ON STATUS OF CONSTRUCTION WITHIN THE DISTRICT, DEVELOPMENT ENTITLEMENTS, PROVISION OF WATER, WASTEWATER AND DRAINAGE SERVICE WITHIN THE DISTRICT, SALES OF LOTS TO BUILDERS, HOMEBUILDING WITHIN THE DISTRICT, STATUS OF DEVELOPMENT LOANS AND ACTIONS OF THIRD PARTIES OPPOSING OR SUPPORTING DEVELOPMENT WITHIN THE DISTRICT

Developer Nick McIntyre was not present at the meeting.

6. ENGINEER'S REPORT ON STATUS OF CONSTRUCTION WITHIN THE DISTRICT, DEVELOPMENT ENTITLEMENTS, PROVISION OF WATER, WASTEWATER AND DRAINAGE SERVICES WITHIN THE DISTRICT, SALES OF LOTS TO BUILDERS, HOMEBUILDING WITHIN THE DISTRICT AND PAST, PRESENT AND FUTURE BOND ISSUES

Engineer Keith Collins reported that there are still two commercial projects pending in the District. One of the commercial properties received the wastewater line easement that it needed from HOA.

7. ENGAGEMENT LETTER SUBMITTED BY LJA ENGINEERING FOR STORMWATER MANAGEMENT PROGRAM IMPLEMENTATION

Engineer Keith Collins discussed the proposal submitted by LJA Engineering for the continued implementation of the stormwater management program (MS4). The estimated cost is \$10,500 which is in line with previous years. The MS4 permit will be for good for 5 years. After discussion, President Powell Thompson entertained a motion for approval. Motion was made by Bill Gordon and seconded by Marty Vannatter to approve the LJA Engineering proposal for the stormwater management program as presented. The motion carried unanimously.

8. DAMAGE TO MANHOLE AND ASSOCIATED REPAIRS BY THE CITY OF LIBERTY HILL; REIMBURSEMENT OF COSTS INCURRED BY DISTRICT FOR SAME; DEMAND TO LANDSCAPE COMPANY FOR SUCH REIMBURSEMENT

Attorney Matt McPhail stated that he spoke with Manager Brett Lanham and they cannot find any evidence as to who or what caused the damage to the manhole. Mr. Lanham discussed contacting the City of Liberty Hill to set up procedures for the future if something like this happens again. The Board would like the City to provide notice and photos of any damage that it repairs on behalf of the District. Mr. Lanham will send a letter to the City on these procedures and provide a 24-hour telephone number to contract in case of any emergency.

9. MANAGER'S REPORT ON LANDSCAPE MAINTENANCE, STREET LIGHTS AND;
  - a. Status of water quality pond repairs

Manager Brett Lanham introduced Bettina Bell to the Board. Ms. Bell will be the Client Manage for AWR.

Mr. Lanham reported that Director Aundrick Richard previously asked for a landscaping maintenance schedule to provide to the residents. Greater Texas Landscape advised that they do not have a set day for landscaping maintenance, however they provide this service to the District on the third week of each month, except in the winter months. The current contract provides 10 services to the District per year.

In regard to the Mallard Lane Pond, AWR noted additional vegetation growth of salt cedars and other plants around the pond. This type of growth should be removed. Engineer Keith Collins agreed. Wet and Wild Plants provided a quote of \$800 for removal. Attorney Bill Flickinger advised that they will need to submit a Form 1295 and verification. This item will be brought back to the Board at next month's meeting.

The Talon Grasp Trail Pond has also re-established vegetation in the bottom of the pond. It appears that removal of this growth is included in the current contract with Greater Texas Landscape.

AWR performed its weekly visual inspections of the District's landscaping and street lights. No service calls were reported.

10. BOOKKEEPER'S REPORT ON THE FINANCIAL AFFAIRS OF THE DISTRICT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS

Bookkeeper Tricia Melton discussed the updated financials with the Board. Today's consideration will include the per diems, vendor invoices and two fund transfers. The District's budget looks good. There is a small overage due to the pond maintenance. After discussion, President Powell Thompson entertained a motion for approval. Motion was made by Bill Gordon and seconded by Bob Riester to approve payment of the per diems, vendor invoices and to authorize the two fund transfers as presented. The motion carried unanimously.

11. ORDER AMENDING BUDGET FOR 2018/2019

Bookkeeper Tricia Melton discussed the amended budget with the Board. The only change from last month was the inclusion of the line time for published notices. Once again, the budget assumptions included the District's assessed valuation of \$285,678,001 and an overall tax rate of \$.85 per \$100. After discussion, President Powell Thompson entertained a motion for approval. Motion was made by Marty Vannatter and seconded by Bill Gordon to approve the Order Amending Budget as presented. The motion carried unanimously.

12. PUBLIC HEARING ON TAX RATE

President Powell Thompson opened the public hearing on the tax rate. Hearing no comments, President Thompson closed the public hearing.

13. ORDER APPROVING THE DISTRICT'S APPRAISAL ROLL AND SETTING THE DISTRICT'S TAX RATE FOR 2018

Attorney Bill Flickinger advised that the Notice of Public Hearing was published in the newspaper as required. The proposed overall tax rate is the same as previous years, at \$0.85 per \$100 of assessed valuation. The home values in the District were increased, however the tax rate will remain the same. As per the recommendation of the District's financial advisor, the recommended M&O rate is \$0.15 and the debt rate is \$0.70. After discussion, President Powell Thompson entertained a motion for approval. Motion was made by Marty Vannatter and seconded by Bill Gordon to adopt the Order Approving the District's Appraisal Roll and Setting the District's Tax Rate for 2018 as discussed. The motion carried unanimously.

14. RESOLUTION ESTABLISHING OFFICES, MEETING PLACES AND REGULAR MEETING TIMES

Jeniffer Conciencie reported on the use of the meeting rooms at Garey Park as suggested by Director Aundrick Richard. This appears to be a good location for future meetings if needed. That location has been added to the Resolution. Mr. Richard also advised to check on availability at the Leander Fire Department. Residents Paloma Sanchez and David Kelly agreed that those locations make sense due to being closer to the District. The Resolution will be filed with the TCEQ and published in the newspaper as required. President Powell Thompson entertained a motion for approval. Motion was made by Bill Gordon and seconded by Aundrick Richard to approve the Resolution Establishing Offices, Meeting Places and Regular Meeting Times as presented. The motion carried unanimously.

15. INSURANCE RENEWAL PROPOSALS FROM AJ GALLAGHER

Jeniffer Conciencie discussed the proposed insurance renewals from AJ Gallagher. President Powell Thompson asked about bidding out the insurance. There was discussion of getting additional quotes next year. After discussion, motion was made by Bill Gordon and seconded by Bob Riester to approve the insurance renewal with AJ Gallagher as presented. The motion carried unanimously.

16. CITY OF LIBERTY HILL RATE STUDY

Attorney Bill Flickinger reiterated that the goal of the City of Liberty Hill rate study is to remove the \$4,400 monthly fee that the District pays. As of today, the consultants for the City of Liberty Hill have not yet completed the rate study. Once the rate study is done, the District will have 30-days to review it and provide any comments back to the City.

17. ALL ACTION AND DOCUMENTS NECESSARY OR CONVENIENT, OR BOTH, FOR THE DISTRICT'S 9<sup>TH</sup> BOND ISSUE

This item was not discussed.

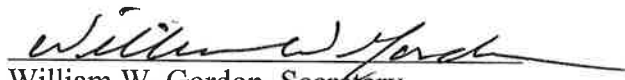
18. ADJOURN

President Powell Thompson adjourned the meeting.

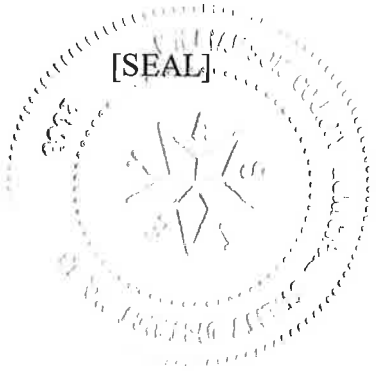


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E. Powell Thompson, President  
Williamson County MUD No. 13

ATTEST:



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William W. Gordon, Secretary  
Williamson County MUD No. 13



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9/26/18