

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE  
THE MEADOWS AT CHANDLER CREEK MUNICIPAL UTILITY DISTRICT**

**February 23, 2021**

THE STATE OF TEXAS           §  
WILLIAMSON COUNTY         §

The Board of Directors (the “**Board**”) of The Meadows at Chandler Creek Municipal Utility District (the “**District**”) convened in a **regular** meeting open to the public at 5:30 p.m. on February 23, 2021, via teleconference and videoconference in compliance with an advisory issued by the Office of the Governor, pursuant to notice duly given in accordance with the law.

The roll was called of the following members of the Board of Directors, to wit:

Walter Berry	President
Bob Wohlford	Vice President
Adrian Bustillos	Secretary
Shelley Janda	Treasurer
Cassandra Brown	Assistant Secretary/Treasurer

and all Directors were present, thus constituting a quorum.

Also in attendance or joining during the meeting were Tobin Hurley and Michael Luft of Inframark (“**Inframark**”), the District’s General Manager; Herb Edmonson, of Gray Engineering, Inc. (“**Gray**”), the District’s Engineer; Mark Burns of ECO Systems Landscaping Services (“**ECO**”), the District’s Landscaper; and Zachariah T. Evans, and Suzanne McCalla of McGinnis Lochridge (“**McGinnis**”), the District’s Attorney. A member of the public was also in attendance.

Director Berry called the meeting to order, and he noted that no residents were present who wished to address the Board at this time.

Mr. Hurley next reviewed the Stormwater Committee Report. He stated that the District’s TPDES Phase II MS4 General Permit Year 2 Annual Report (the “**Report**”) was in progress. Director Berry suggested that a meeting be scheduled between Ms. McCalla, the District’s Legal Assistant, and Mr. Tobin to go over the Report to ensure that all elements of the District’s compliance with its Stormwater Management Program were included. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Janda, the Board voted unanimously to authorize Mr. Tobin and Ms. McCalla to meet to review the Report, as discussed.

The Board next considered the minutes of the January 19, 2021, regular Board of Directors meeting. After a brief discussion, upon a motion duly made by Director Wohlford

and seconded by Director Brown, the Board voted unanimously to approve the minutes of the January 19, 2021, regular Board of Directors meeting, as written.

Mr. Burns then presented the Landscaping Report. He stated that maintenance within the District was routine, and he updated the Board on the status of various landscaping projects. He then presented a proposal in the amount of \$4,527.00 to clear undergrowth, remove trash, and create clear site lines in the natural area located between the District's trail by the restrooms and the school. Mr. Edmonson noted that the ECO proposal was lower than the proposal provided by Kuts and Kleans for the same work. He also pointed out that the removal of the undergrowth was beneficial for the health and overall safety of District's residents. Mr. Burns stated that the cleanup would take approximately three days to complete, and he emphasized that the majority of the trees would remain in the area, thus continuing to provide a natural screen for the residents located adjacent to the area. After discussion, upon a motion duly made by Director Wohlford and seconded by Director Brown, the Board voted unanimously to approve the proposal from ECO in the total amount of \$4,527.00. A copy of the proposal is included in the Board Packet; which packet is attached hereto as an exhibit to these minutes.

Next, Mr. Hurley reviewed the General Managers Report. He reviewed with the Board a list detailing the status of the maintenance and repair items within the District's Park. A copy of the list is included in the Board Packet. He told the Board that he had been contacted by the person that conducts Camp Gladiator within the District's Park, regarding possible changes to his contract with the District. The Board agreed that they would review any requested changes submitted.

Director Janda next presented the Website Committee Report. She reported that photographs and a video of the District were posted on the District's website. She encouraged those present to go on the website to view the video.

Next, Mr. Luft provided the Board with the Finance Report, including a review of interim invoices approved by the Budget Committee. He reviewed the income for the District and summarized the activity in each of the District's accounts. He reported that the total dollar amount of payments of the District's bills for the month of January 2021 was \$512,000.18. Upon a motion duly made by Director Janda and seconded by Director Wohlford, the Board voted unanimously to: (1) authorize payment of the District's bills totaling \$512,000.18; (2) approve all transfers and bond payments; and (3) accept the Finance Report as presented. A copy of the District's Finance Report is included in the Board Packet.

Next, Mr. Edmonson presented the Engineering Report, a copy of which is included in the Board Packet. He stated that as requested by the Parks Committee, his office investigated and sought a proposal to remove a beaver dam on District property south of Champion Drive. However, he continued that the City of Round Rock had since contacted his office regarding the situation and agreed to remove the beaver dam and no additional action was required by the District.

Mr. Edmonson next submitted a proposal in the amount of \$8,500.00 from Westar Construction, Inc., ("**Westar**") to excavate a trench and construct an underground pipe from a grate inlet to the creek. The Board noted that the trench was along The Meadows at Chandler Creek Homeowners Association (the "**HOA**") property line. After discussion, the

Board deferred action on the proposal until the March Board meeting to allow Mr. Edmonson time to contact the HOA regarding their approval for the project. A copy of the proposal from Westar is included in the Board Packet.

Mr. Edmonson next stated that Gray was notified that the concrete matting used for the slope stabilization along the drainage channel for The Shops at Legends Village (the “Shops”) would be removed and sloped concrete would be installed the week of February 15, 2021, per the approved plans.

Mr. Edmonson then reported that Westar plans to schedule the final repairs to the sidewalk noted during a recent site meeting with the Parks Committee. He added that Westar installed four of the six benches and the final two benches would be installed after the manufacturer delivers the legs to Westar.

Continuing his report, Mr. Edmonson stated that Gray has confirmed the price for Westar to install two new trail light foundations at \$1,100.00 each, totaling \$2,200.00. He added that M&C Electric, Inc., (“M&C”) also provided a proposal for installing two new trail lights for \$4,500.00 each, totaling \$9,000.00. The Board discussed the project at length. After the discussion, upon a motion duly made by Director Wohlford and seconded by Director Bustillos, the Board voted unanimously to approve the proposals from both M&C and Westar in a total amount of \$11,200.00. Copies of both proposals are included in the Board Package.

Regarding the future Phase 3 Trail Improvements, Mr. Edmonson stated that Gray was still trying to obtain a proposal from Austin Deck for the construction and installation of the seating and benches on the boulders.

Finishing up his report, Mr. Edmonson said that site work continues on development of the QuikTrip site improvements and that the contractor has installed the water and wastewater improvements within the public right-of-way. Mr. Edmonson added that testing of the facilities is complete and the drainage improvements are in the process of installation.

Next, the Board considered the date of the District’s next regular Board meeting. After discussion, the Board confirmed that the District’s next regular meeting would be held at 6:00 p.m. on March 16, 2021.

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



*Adrian Bustillos*

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Secretary, Board of Directors  
The Meadows at Chandler Creek  
Municipal Utility District

Attachments to the Minutes of the  
The Meadows at Chandler Creek Municipal Utility District  
February 23, 2021, Board of Directors Meeting

1. Board Packet.