MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE FERN BLUFF MUNICIPAL UTILITY DISTRICT

May 13, 2020

THE STATE OF TEXAS §
WILLIAMSON COUNTY §

The Board of Directors (the "**Board**") of the Fern Bluff Municipal Utility District (the "**District**") convened in a **regular** meeting open to the public at 6:00 p.m. on May 13, 2020, 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:

George Sabatino	President
Joseph Teiber	Vice President
Jessica Stempko	Secretary
Kevin Barnes	Treasurer
Marc Smith	Assistant Secretary/Treasurer

and all Directors were present, thus constituting a quorum.

Also in attendance, were Janey Miller, the District's General Manager; Hector Alanis, the District's Operations Manager; Doug Smith of Texas Disposal Systems ("**TDS**"); Jack Gardner of Texas Lawn and Garden, LLC, ("**Texas Lawn**") the District's landscaper; and Zachariah T. Evans and Suzanne McCalla of McGinnis Lochridge, the District's Attorney ("**McGinnis**").

Director Sabatino called the meeting to order, after which Director Teiber led those present in the Pledge of Allegiance.

Director Sabatino noted that Mr. Smith wished to address the Board at this time.

Mr. Smith stated that he was again present to talk to the Board regarding the District's current solid waste collection contract. He explained that TDS was very interested in the District's business, and he detailed the services that TDS could offer the District. He requested that the Board consider TDS for its solid waste collection services. The Board thanked Mr. Smith for his presentation.

The Board then considered approval of the monthly consent agenda containing the minutes of the March 10, 2020, regular Board of Directors meeting; payment of bills and invoices; payment of transfers for operation expenses; pay requests; change orders; and customer charge write-offs. After a brief discussion, upon a motion duly made by Director Teiber and seconded by Director Stempko, the Board voted unanimously to

approve the Consent Agenda, including the minutes of the March 10, 2020, regular Board of Directors meeting, as written.

Mr. Evans next reminded the Board about the requirements under House Bill 3834, passed during the 86th Texas Legislative Session that requires local government officials and employees to annually complete a state-approved cybersecurity training course by June 14, 2020. Ms. Miller stated that she would send out a link to the training offered by Texas Municipal League for each person to complete. She requested that all Directors and employees complete the training by June 1, 2020, in order to allow the District's Attorney to timely report the District's compliance to the Department of Information Resources, as required. After a brief discussion, the Board requested that the item remain on the agenda to ensure that all employees and Directors are in compliance.

Ms. McCalla next reported Directors Sabatino, Teiber, and Smith had completed their Statements of Elected Officer and taken their Oaths of Office for their terms of office, which commenced as of May 2, 2020. She reminded the Board that the blanket bond covering the five persons who are serving as Directors of the District remained in effect. After consideration, upon a motion duly made by Director Smith and seconded by Director Stempko, the Board voted unanimously to accept the statements and oaths of Directors Sabatino, Teiber, and Smith.

The Directors next considered the need to reconstitute the Board of Directors, pursuant to the requirements of Section 49.054(b) of the Texas Water Code. After discussion, upon a motion duly made by Director Teiber and seconded by Director Smith, the Board voted unanimously to: (1) elect the Directors to the offices indicated below; and (2) confirm that the current committee assignments for Directors will remain in effect.

George Sabatino	President
Joseph Teiber	Vice President
Jessica Stempko	Secretary
Kevin Barnes	Treasurer
Marc Smith	Assistant Secretary/Treasurer

Next, upon a motion duly made by Director Stempko and seconded by Director Smith, the Board voted unanimously to authorize the District's Attorney to file a revised District Registration Form with the Texas Commission on Environmental Quality, as required.

The next item of business before the Board was a three-year extension to the District's solid waste collection contract with Central Texas Refuse ("**CTR**"). Ms. Miller stated CTR was offering to extend the current rates and services provided to the District for three years. After discussion, upon a motion duly made by Director Teiber and seconded by Director Sabatino, the Board voted to approve the three-year extension with Directors Teiber, Sabatino, Stempko, and Smith voting in favor of the motion, and Director Barnes abstaining. A copy of the current contract with CTR is included in the Board Packet and attached hereto.

Mr. Gardner next presented the Landscaping Report. He stated that Texas Lawn continued to provide monthly maintenance throughout the District. He explained that seasonal annuals were installed and pre-emergent and fertilizer were applied throughout the District. Mr. Gardner reported that Texas Lawn had completed the landscaping project at Cheatham Park. He noted that some plants in the District's wildflower garden had died and would be replaced. He told the Board that Texas Lawn would apply mulch throughout the District in June as well as aerate the District's sports fields. After a brief discussion, Mr. Gardner thanked the Board for their time and departed the meeting.

Next, Ms. Miller presented the General Manager's Report in its entirety, a copy of which is included in the Board Packet. She reported that the park restrooms within the District's parks remained closed due to stringent sanitation requirements. She added that the District's tennis courts remained locked as well. She told the Board that all operations within the District continue to proceed normally with the District's staff working from home.

Continuing her report, Ms. Miller stated that all rentals for the District's Community Center were cancelled through the end of May and no additional bookings would be scheduled until approved by the Board. The Board requested that an item be added to the District's June agenda for discussion.

Next, Mr. Alanis reviewed the District's water loss report as included in the Board Packet. He noted that the District's water accountability for the month of April was at 93% of water pumped versus water distributed. He added that the District's water accountability for the past 12 months remained at 98% of water pumped versus water distributed.

Ms. Miller next reported that the Deed Restriction Committee continued to send letters to those residents in violation of the District's deed restrictions. She noted that the committee was considering hiring an outside consultant to assist with the violators.

Director Teiber then reported on the patrols of the District by off-duty officers pursuant to the Independent Contractor Agreement for Off-Duty Security and Patrol Services between the District and the Williamson County Sheriff's Office (the "**Sheriff's Office**"). He stated that the patrols by the Sheriff's Office during the past month were routine. He added that the Sheriff's Office had completed 24 patrols in April with the hours of the patrols ranging between midnight and 3:00 a.m. Ms. Miller reported that several vehicle break-ins were reported in Stone Canyon, and she added that most of the vehicles were unlocked.

Mr. Evans next reported on the status of the Governor's disaster declaration. He stated that he anticipated Governor Abbott to continue to extend the disaster declaration through the fall.

The Board then discussed the date of the District's next regular Board of Directors meeting. After discussion, the Board decided that the District's next regular meeting would be held at 6:00 p.m. on June 9 2020.

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

_____

Secretary, Board of Directors
Fern Bluff Municipal Utility District

(SEAL)

Attachments to the Minutes of the
Fern Bluff Municipal Utility District
May 13, 2020, Board of Directors Meeting

1. Board Packet.