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

May 10, 2022

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 10, 2022**, at the Fern Bluff Municipal Utility District Community Center, 7320 Wyoming Springs Drive, Round Rock, Texas, pursuant to notice duly given in accordance with the law.

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 or joining during the meeting, were Janey Miller, the District's General Manager; Hector Alanis, the District's Operations Manager; Jack Gardner of Texas Lawn and Garden, LLC, ("**Texas Lawn**") the District's landscaper; and Zachariah T. Evans, Candy Limon, and Suzanne McCalla of McGinnis Lochridge, the District's Attorney ("**McGinnis**"). Several members of the public were also present.

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

Mr. Gardner next presented the Landscaping Report. He first reported on routine maintenance throughout the District. He stated that the "leaf drop" from trees within the District was complete and that the District's Parks would be mulched, as necessary. He continued that ant mounds continue to be treated on an "as needed" basis and that the aeration of the District's ball field was complete. He added that the grassy areas at Fern Bluff Park and the Community Center were top-dressed and aerated and that overall the District's Parks and green spaces were in good shape. Mr. Gardner then reported that deer had eaten several plantings at Olson Meadows Park and that Texas Lawn would replace the plantings as needed. After discussion, the Board thanked Mr. Gardner for his time, and he departed the meeting.

Director Sabatino then noted that there were several residents present who wished to address the Board at this time. The Board heard from the following residents: Catherine Franke, Nick Steward, and Whendy Martinez regarding various District concerns.

The Board then considered approval of the monthly consent agenda containing the minutes of the April 12, 2022, 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 Barnes and seconded by Director Stempko, the Board voted unanimously to approve the Consent Agenda, including the April 12, 2022, regular Board of Directors meeting minutes, as written.

The Board next discussed the requirement that local government officials and employees annually complete a state-approved cybersecurity training course by June 15, 2022. Ms. McCalla reminded the Board that Texas Government Code, Section 2054.5191, amended during the 87th regular Legislative Session, requires that local government employees, elected officials, and appointed officials, who have access to a local government computer system or database and use a computer to perform at least 25 percent of their duties, annually complete a cybersecurity training program certified by the Department of Information Resources ("**DIR**"). She continued that the District must annually certify its compliance with the training requirements by August 31, using the Cybersecurity Training Certification for State and Local Governments, even if no elected officials or employees of the District are required to take the training. Ms. McCalla emphasized that all Directors and District employees would need to submit one of the training certifications to McGinnis before McGinnis could certify with DIR that the District was in compliance.

Ms. Miller next updated the Board on the status of road projects within the District. She reported that the improvements to Wyoming Springs Drive was in progress and that the Smyers Lane/Wyoming Springs intersection work will begin in May 2022, with estimated completion by the end of the summer. She noted that Williamson County (the "**County**") held a groundbreaking ceremony for the project on April 29, 2022. .

Director Barnes then stated that he had made several calls to the City of Round Rock (the "**City**") and the County regarding traffic issues near the elementary school and Veterans Park in the District. He added that he would continue to follow up on this issue with both the County and the City. No action was taken on this item.

Next, Ms. Miller presented the General Manager's Report, a copy of which is included in the Board packet. She noted that residents continue to experience issues with the ongoing construction within the District by AT&T north of Brightwater Boulevard. She added that the District's office continues to share contact information for AT&T with all residents to allow residents to contact AT&T directly to seek repairs resulting from AT&T's installation of fiber optic lines.

Continuing her report, Ms. Miller stated that she is optimistic that the District's billing company has resolved the long-term issues of the District's Water Accountability Report reflecting incorrect water loss information. She continued that a "fix" of the

situation has been implemented and that her office will review the next several months of data to ensure that the issue has been resolved. She pointed out that the District's actual water loss is historically between two and five percent.

Mr. Alanis next reported on District Operations. He first updated the Board on repairs of a water leak in the water line along Columbia Falls in the District. He stated that the repairs were extensive and that, after repair of the line, the District installed road base in the area to fill in the resulting hole and that the District would install asphalt after the area is completely dry.

Mr. Alanis then reported that all the lead and copper sampling sites within the District were confirmed and that the testing would be conducted timely, as required.

Director Barnes next stated that a resident had recently contacted him regarding a sewer backup within the resident's home and asking what actions the homeowner should take. Director Barnes continued that he contacted Mr. Alanis who went to the resident's house after hours to assist the resident with the issue. The Board thanked Mr. Alanis for his excellent work ethic and customer service.

Director Barnes next presented the Budget Committee Report. He noted that the Board continued to spend conservatively and that monthly expenses were below budgeted amounts. He then noted significant capital outlays listed in the Profit and Loss Budget Performance for April. He reminded the Board that the budget process for the fiscal year ending September 30, 2022, was beginning soon, and he added that he was optimistic that the District would be able to lower its tax rate despite higher expenses to the District resulting from the current economy.

Next, Ms. Miller updated the Board on events at the Community Center. She stated that the Community Center was busy, with most reservations dates through June already booked.

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 officers had patrolled the District a total of 86 hours for the month of April. He continued that officers continue to focus on patrols in the District's parks as well as monitoring traffic issues along various streets.

Director Sabatino noted that due to an "active shooter" situation in the area on May 7, 2022, the County closed the polling location at the Community Center for about an hour. He added that the situation was resolved and the Community Center was reopened for voting. Ms. Miller added that during the closure of the Community Center, voters were able to vote at any alternative County location.

Next, Director Smith presented the Communications Report. He reminded the Board that the District's updated website was "live," and that a President's Letter would be posted on the website in the near future.

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 14, 2022.

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

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Secretary, Board of Directors
Fern Bluff Municipal Utility District

(SEAL)

Attachments to the Minutes of the
Fern Bluff Municipal Utility District
May 10, 2022, Board of Directors Meeting

1. Board Packet.