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

November 14, 2023

The Board of Directors ("Board") of Fern Bluff Municipal Utility District ("District") convened in a special meeting that was open to the public at 6:00 p.m., on the above-referenced date, at the Fern Bluff Municipal Utility District Community Center, 7320 Wyoming Springs Drive, Round Rock, Texas, pursuant to notice posted in accordance with law.

Director Sabatino called the meeting to order and called the roll of the Board, to wit: **George Sabatino**, President; **Marc Smith**, Vice President; **Jessica Stempko**, Secretary; **Kevin Barnes**, Treasurer; and **Richard Horton**, Director. With all Directors present except Director Barnes, a quorum was established.

Also, in attendance or joining during the meeting, were Janey Miller, the District's General Manager; Hector Alaniz, the District's Operations Manager; Jeremiah Alcantar, the District's Assistant Operations Manager; Brian Schmidt, of Texas Lawn and Garden ("**TLG**"), the District's landscaping consultant; and Zachariah T. Evans and Melissa Evans, of the Law Office of Zachariah T. Evans, the District's Attorney ("**Evans Law**").

Next, the Board recited the Pledge of Allegiance.

Director Sabatino then noted no citizens were present to address the Board.

Mr. Schmidt then provided an overview of landscaping operations within the District, over the previous month. He noted that TLG is currently tending to the District twice a week, per the terms of their contract with the District. He stated TLG's crews grooming greenbelts in preparation for winter and will soon begin mulching where needed. In response to an inquiry from Director Smith, Mr. Schmidt stated TLG utilizes Texas native hardwood mulch. He also stated that the recent, slow, soaking rains have helped the health of vegetation throughout the District, but it also causes the greenbelts to grow at a rapid rate.

The Board then considered approval of the monthly consent agenda, including minutes and certified agenda of the Board's October 10, 2023, meeting; payment of bills and invoices; payment of transfers for operation expenses; pay requests; change orders; and customer charge write-offs. Director Smith moved to approve the consent agenda, subject to two noted revisions to the September meeting minutes; Director Horton seconded; and the Board voted unanimously to approve the motion.

Next, Ms. Miller updated the Board on the status of ongoing road improvements within the District. She stated that the road work going on near the Community Center is a gas line relocation related to the Wyoming Springs Extension Project.

At this point, Director Barnes joined the meeting.

Mrs. Miller then summarized the General Manager's report, a copy of which is included in the Board Packet, which is attached and incorporated into these minutes. Mrs. Miller advised the Board that the Sheriff's Deputies have been doing a very good job of patrolling the District, especially the areas near the elementary school. She also reported on an incident in which one Deputy performed a traffic stop for speeding in a school zone, which resulted in the arrest of the driver, who had an outstanding felony warrant for his arrest in another state. Mrs. Miller also reported PEC is in the process of repairing a series of streetlights in various parts of the District.

Mr. Alaniz then reported he and his crew have begun winterizing the District's facilities. He also reported that Mr. Alcantar recently obtained his "AA" water-wastewater system operator certification from TCEQ, which entails a great deal of studying and comprehensive knowledge of chemistry, electrical, and numerous other matters relating to the District's water and wastewater systems.

Under the Community Center Committee report, Mrs. Miller reported that the District already has numerous reservations of the Community Center for the month of December. She also stated that that a rolling, side-to-side gate will be installed at the Community Center's driveway entrances in order to prevent traffic from cutting through to parking lot. She stated the gates will only be closed during high-traffic periods and they will otherwise remain open. Mrs. Miller reported that doors for the District's Community Center have been delivered. However, she is working with the vendor in anticipation that they provide doors and installations of a higher caliber.

Under the Communications Committee report, Director Smith advised that he intends to start working on the District's December newsletter soon, which, among other topics, will include an announcement about the Board's regular meeting date moving to the fourth Tuesday of each month, starting in January 2024.

Next, the Board retired into executive session pursuant to Section 551.071, Texas Government Code, to discuss agenda item #15. The Board then reconvened in open session and Director Sabatino announced that the Board neither made any decisions, nor took any votes.

The Board then set their next regular meeting for December 12, 2023, at 6:00 p.m.

There being no further business, the Board adjourned.

[*Execution page follows*.]

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Jessica Stempko, Secretary
Board of Directors
Fern Bluff Municipal Utility District

(SEAL)

Attachments
Fern Bluff Municipal Utility District
Board of Directors Meeting

1. Board Packet