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

January 10, 2023

The Board of Directors ("**Board**") of Fern Bluff Municipal Utility District ("**District**") convened in a meeting open to the public at 6:00 p.m., on January 10, 2023, 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.

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 Joseph Teiber, Assistant Secretary/Treasurer**. With all Directors present, a quorum was established.

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 of McGinnis Lochridge, the District's Attorney ("**McGinnis**"). Several members of the public were also present.

Next, Director Stempko led those present in the Pledge of Allegiance.

Then, the Board considered approval of the monthly consent agenda, including payment of bills and invoices; payment of transfers for operation expenses; pay requests; change orders; and customer charge write-offs. After a brief discussion, Director Stempko motioned to approve the consent agenda and Director Smith seconded. The motion passed, with the Board voting unanimously to approve the Consent Agenda.

Mr. Gardner next provided the Landscaping Report to the Board. He stated that the cold front put the plants and trees into dormancy. He expressed that he is going to start doing cutbacks the second week in February and should have everything completed by March. He reported that the irrigation check has been completed, they will be coming out this week to fix the irrigation and the damage. He continued his report stating that they are on every other week and on their off weeks they are doing work in the District, working on the green belts and removing trash accumulated in the green belts. On the next off week they will be touching up on the granite throughout the District, as well as trimming low hanging limbs off the trail and removing weeds. They will begin weekly service starting in March. Mr. Gardner stated that he will provide a proposal at the next Board meeting for the replacement of the mulch in all of the parks. He then concluded informing the Board that they will be out this Thursday to clean up at the Community Center. Mr. Gardner and Ms. Miller had a brief discussion regarding preventative measures put in place for the irrigation system.

Ms. Miller then summarized activities of the Roads Committee. She stated that the Wyoming Springs Drive expansion with the City of Round Rock has been finalized and that

funding has been received and deposited. Ms. Miller explained that Williamson County is going to do seal coat and fog seal maintenance in the District. She went on to report that Williamson County will be tagging residents doors in hopes that residents will not park on the streets on maintenance days. She informed everyone that she will monitor Williamson County's website for the dates of the maintenance so the District can notify the residents in advance. There was a brief discussion regarding Williamson County notifying residents of the days the maintenance will take place.

Next, Ms. Miller presented the General Manager's Report, a copy of which is included in the Board packet. She reported that the District received a clean bill of health from the TCEQ on their three (3) year inspection and that no violations or additional issues were noted. Ms. Miller explained the service on Glen Canyon has been completed and the street has been patched. She then reported that there has been another master meter failure in the District and that some of the meters will be changed and/or switched around. Ms. Miller went on to report that the meters will be covered under warranty. Finally, Ms. Miller reported that the District needs to purchase five eighth inch residential meters. She stated that the Board will order 200 meters from AV Water Technologies at the quoted price of $27,840.00.

Director Smith motioned to approve the purchase of up to 250 meters, Director Stempko seconded. The motion passed with the Board voting unanimously for the approval of purchase of the 250 meters.

Ms. Miller also reported that there have been some electrical issues at the Community Center. She stated that the lights last month were not working at the far end of the parking lot. Ms. Miller indicated that an electrician came and determined that one of the electrical lines was cut. She expressed that she anticipates a large bill from the electrician, however, the problem had to be fixed and it also upgraded the lights. There was a brief discussion regarding the invoice for the purchase of the master meters and water leaks.

Director Tieber then reported on behalf of the Security Committee, indicating that Williamson County Sheriff's Office served excellent hours in December. He expressed that they conducted security checks at all of the parks, traffic enforcement on the streets in Brushy Creek. They also patrolled the Stone Canyon, Oak Brook and Oak Park neighborhoods.

Next, Director Smith stated that they need to start thinking about topics for the first quarter newsletter. He asked the Board to let him know if they had any specific topics to include in the newsletter. He expressed that he would prepare the newsletter to be distributed in mid-February, after the next Board meeting.

The Board then discussed the date of their next regular meeting, which would be held at 5:30 p.m. on February 13, 2023.

Next, Mr. Evans addressed the Board regarding annual performance reviews. He expressed that his goal is to address any concerns or problems the Board may have with the service they are getting from McGinnis Lochridge. Director Smith stated that he thinks Mr. Evans should continue with his excellent way of helping them out and that he feels like they have gotten what they pay

for, which is good. Director Sabatino agreed with Director Smith, stating that they get a high level of service from Mr. Evans, he went on to state that he appreciates him speaking to them with candor at all times and his since of integrity and thanked Mr. Evans for his service. Director Stempko then expressed that she appreciates Mr. Evans' growth in the position, changing from Municipalities to MUD's, his MUD knowledge, and for how he continues to service the Board very well. Ms. Miller expressed that she appreciates how quickly Mr. Evan's responds when they have a need. Mr. Evans thanked the Board for their comments and feedback.

The Board went into executive session at 6:34 pm.

Director Sabatino called the Board back into regular session at 6:55 pm.

Next, the Board discussed future agenda items. Ms. Miller mentioned the yearly audit that is to take place in February.

There being no further business to come before the Board, Director Smith motioned to adjourn the meeting, Director Stempko. The motion passed with the Board voting unanimously. The meeting was adjourned.

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

(SEAL)

Attachments
Fern Bluff Municipal Utility District
January 10, 2023, Board of Directors Meeting

1. Board Packet.