

1 MINUTES OF THE MEETING OF
2 THE BOARD OF DIRECTORS OF
3 WELLS BRANCH MUNICIPAL UTILITY DISTRICT
4

5
6 July 16, 2002
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9 A regular meeting of the Board of Directors was held July 16, 2002, at the
10 Wells Branch Community Center, 2106 Klattenhoff, Austin, Texas. The
11 meeting was open to the public and notice was given as required by the Texas
12 Open Meetings Act. A copy of the Certificate of Posting of the Notice is
13 attached as Exhibit "A".
14

15 Members of the Board as it was called to order are:

16
17 Charles R. Walters -President
18 Donna Howe -Vice President
19 Scott Gilmore - Secretary
20 Joy Smith - Treasurer
21 and Assistant Secretary
22 Robert O'Donnell - Assistant Secretary-Treasurer
23

24 and all of the Directors were present, except Director Gilmore. Also present
25 during the course of the meeting were Sue Brooks Littlefield of Armbrust &
26 Brown, LLP; Margret Wingrove of ECO Resources; Richard Fadal of
27 TexaScapes, Inc.; Robert Ferguson, P.E., of Murfee Engineering; Norman
28 Tomlinson, District Facilities Manager; Dawn Moonan, District Recreation
29 Manager; Manny Woo, District Aquatics Manager; Leah Kirchner and Neal
30 Wood of BFI; John Moonan, a resident of the District; Janet Maxey of the
31 Wells Branch Armada Swim Team; and Cliff Avery of Gilleland Creek Press.
32

33 Director Walters called the meeting to order at 6:35 p.m. and noted that Mr.
34 Williams was vacationing and Mr. Tomlinson would be filling in for him.
35 Director Walters then recognized Ms. Wingrove for a report from the District's
36 utility manager, including a financial report and utility operations report,
37 copies of which are attached as Exhibit "B" and "C," respectively. Ms.
38 Wingrove directed the Board's attention to a schedule of investments, and she
39 noted that she had recently completed training required by the Public Funds
40 Investment Act. Ms. Wingrove further noted that the District had ended the
41 period approximately \$60,000 ahead of its anticipated position. She circulated
42 a letter authorizing the wire transfer of funds to satisfy the District's August 1
43 bond payment.
44

45 Director Walters then noted that Mr. Williams's restrictive covenants report,
46 a copy of which is attached as Exhibit "D," was included in the packet and

1 asked the Board if there were any questions. There being no questions,
2 Director Walters then recognized Ms. Littlefield for a report from the
3 District's attorney, and Ms. Littlefield discussed communication with Michael
4 J. Heitz, director of the City of Austin's Watershed Protection and
5 Development Review Department, regarding maintenance of water quality
6 ponds. Ms. Littlefield also presented the Board with a proposed schedule for
7 adoption of the District's tax rate, a copy of which is attached as Exhibit "E."
8

9 Director Walters then announced that the Board would receive a report, a
10 copy of which is included as Exhibit "F," from the District's engineer. Mr.
11 Ferguson stated that had been advised that the U.S. Army Corps of Engineers
12 wanted the mitigation plan associated with the Shoreline Detention Pond
13 recorded as a restrictive covenant, and he pledged to investigate the matter
14 further. He discussed the meeting with the City of Austin officials regarding
15 the water line issue that delayed the City of Austin providing water service to
16 the District's Indoor Recreation Center.
17

18 Director Walters then announced that the Board would receive input from
19 citizens and recognized Ms. Maxey who reported that the Wells Branch
20 Armada Swim Team had won its first Divisional Championship in 14 years of
21 competing. Applause ensued. She thanked the Board and staff for their
22 support of the program and displayed the trophy won by the team. She
23 suggested the District construct a trophy case at the Indoor Recreation Center
24 to display the achievements of its citizens. *The Board directed the Recreation*
25 *Committee to investigate the matter.*
26

27 Director Walters then announced that the Board would consider items on its
28 consent agenda, including:
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- | | | |
|----|--------------------------|---|
| 30 | Agenda Item No. 6 | Approve minutes of the June 4, 2002 |
| 31 | | regular meeting; and |
| 32 | | |
| 33 | Agenda Item No. 7 | Approve Finance Committee's |
| 34 | | recommendations regarding payment of |
| 35 | | bills and invoices and write-offs, <u>copies of</u> |
| 36 | | <u>which are attached as Exhibits "G" and</u> |
| 37 | | <u>"H" respectively.</u> |
| 38 | | |

39 **Director Smith moved, seconded by Director Howe, approval of the**
40 **consent agenda, and the motion passed unanimously.**
41

42 Director Walters then announced that the Board would receive the Quarterly
43 Management Report from its staff and recognized Ms. Moonan for the
44 Recreation Manager's Report, a copy of which is attached as Exhibit "I." Ms.
45 Moonan discussed the opportunities provided by the Indoor Recreation Center
46 and stated that training of participants to use the weightlifting machines was

1 underway. Director Walters opined that all participants need to be certified on
2 all machines as the District did not staff the weight room. The Board
3 discussed the successful FourthFest and activities planned for the fall.

4
5 Director Walters then recognized Mr. Tomlinson for the Facility Manager's
6 Report, a copy of which is attached as Exhibit "J." Mr. Tomlinson praised the
7 staff's repair of trails after heavy rains earlier in the month.

8
9 Director Walters then recognized Mr. Woo for the Aquatics Manager's Report,
10 a copy of which is attached as Exhibit "K." Mr. Woo discussed operations and
11 customer feedback received during the first half of the summer and suggested
12 the need for more amenities for younger children at Katherine Fleischer Pool.
13 *The Board directed the Recreation Committee to look into the matter* Mr. Woo
14 also discussed the capacity to handle large groups at the pools.

15
16 In another staff matter, Director Walters reminded the Board members that
17 they were to have prepared an evaluation of Mr. Williams for his annual
18 review and that this was not done. Directors Howe and Smith reminded
19 Director Walters that he was to have forwarded the Board members an
20 electronic form via e-mail to accomplish the task.

21
22 Upon recovery, Director Walters announced that the Board would receive that
23 the Board would receive reports from Committees:

24
25 **FACILITIES COMMITTEE:** Director Smith presented the report of the
26 Committee including recommendations of approval, copies of which are
27 attached as Exhibit "L," for:

28
29 (a) a site plan for Lot 6, Block F, Wells Branch Phase V, Section 2 (1707 Wells
30 Branch Parkway; Long John Silver's and A&W Restaurant);

31
32 (b) plan revisions and median cut for Lots 1 and 2, Wells Branch Phase A,
33 Section 6 (14320 Tandem Blvd; Greenbridge at Wells Branch); and

34
35 (c) participation in regional detention system for Lot 6, Block B, Fleischer
36 Subdivision (1815 Fleischer Dr.; St. Patrick's of Texas Brewer's Supply).

37
38 **The Committee recommendation serving as a motion and second to**
39 **approve the recommendations, the motion passed unanimously.**

40
41 **INTERGOVERNMENTAL RELATIONS COMMITTEE:** Directors Howe
42 and Smith commented that the FourthFest provided several opportunities for
43 interaction with candidates for District 50 State Representative.

44
45 **RECREATION COMMITTEE:** Director Walters presented a the report of
46 the Committee, a copy of which is attached as Exhibit "M."

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2 Director Walters then announced that the Board would consider its future
3 agendas. The Board agreed that because of the conflict with the National
4 Night Out observance on August 6, the regular Board meeting would be
5 cancelled, and the Board would renew its regular schedule on August 20,
6 2002.

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8 There being no further items to come before the Board, the meeting
9 adjourned.

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11 Respectfully submitted,

12
13
14 August 20, 2002

15 Date

Scott Gilmore, Secretary
Board of Directors
Wells Branch Municipal Utility District

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18
19 (SEAL)