

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
THE RIVER PLACE LIMITED DISTRICT**

January 23, 2018

The Board of Directors (the "**Board**") of the River Place Limited District of Travis County (the "**District**"), Texas met in **regular** session, open to the public on January 23, 2018, at the River Place Country Club, 4207 River Place Boulevard, Austin, Texas beginning at 2:00 p.m., pursuant to notice duly given in accordance with the law.

The roll was called of the following members of the Board to wit:

Patrick Reilly	President
Arthur Jistel	Vice-President
Scott Crosby	Secretary
Lee Wretlind	Treasurer
Claudia Tobias	Assistant Secretary/Treasurer

and all Directors were present, thus constituting a quorum.

Also present were Patricia Rybachek and Michael Luft of Inframark ("**Inframark**"), the District's General Manager; and Phil Haag and Suzanne McCalla of McGinnis Lochridge ("**McGinnis**"), the District's Attorney. Also in attendance were several members of the public. A copy of the sign-in sheet for those in attendance at the meeting is attached hereto.

Upon calling the meeting to order, Director Reilly noted that several residents were present who wished to address the Board.

Lorri Payne, a resident of the District, first addressed the Board. She stated that she lived at the bottom of Big View Drive in the District and was present at the meeting to understand what actions would be taken by the District to resolve the parking issues along the District's Nature Trail trailheads. Director Reilly explained that an item was on the District's agenda, this date, to address the issue and to possibly re-convene the ad hoc committee to examine the issue again. He stated that he had spoken with the City of Austin (the "**City**") regarding several ideas to help with parking in the area in the future, and that the City seemed receptive. He continued that the City owned the streets and were responsible for the parking along the streets. Julie Smith, another resident of the District, stated that there had been several burglaries of cars parked along the street adjacent to the Nature Trail entrance on Big View, and she voiced her concern that crime in the area could escalate. A lengthy discussion ensued. Director Reilly emphasized that the Board was working to resolve the traffic issues and would continue to work with residents on the issues. Director Crosby suggested that concerned residents attend the next River Place Residential Community Association's (the "**HOA**") meeting. He explained that officers from the City's police department would be at the meeting to discuss additional patrols throughout the District.

The next item of business before the Board was approval of the monthly consent agenda containing the minutes of the December 19, 2017, regular meeting, and payment of District bills and expenses. After review and upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board voted unanimously to approve the Consent Agenda, including the minutes of the December 19, 2017, regular meeting, as written.

The Board then discussed the May 5, 2018, election to confirm the creation of the Limited District, authorize an operation and maintenance tax, and elect directors of the District (the "**Election**"). Mr. Haag stated that the Board would need to hold a special meeting to call the Election before February 16, 2018. After discussion, the Board agreed to meet January 30, 2018, at 10:00 a.m. to call the Election.

Next, Ms. McCalla told the Board that pursuant to Section 31.123 of the Texas Election Code, the District was authorized to appoint an authorized agent for all purposes of the Election. She explained that the District's Agent was: (1) responsible to maintain and make available for inspection all Election documents received during the Election; and (2) required to be available for election duties for at least three hours each day, during regular office hours, on regular business days, beginning on March 16, 2018, and ending no earlier than June 14, 2018. Ms. McCalla continued that McGinnis Lochridge, as the District's agent for the Election, would maintain the mandatory office hours for the District.

Ms. McCalla then reviewed the Election Agreement between the District and Travis County (the "**County**") and the Joint Election Agreement with the Board. She highlighted provisions in the agreements and reminded the Board that with a joint election, the County would essentially be conducting the Election for the District. Ms. McCalla further explained that when a registered voter of the District went to vote in a joint election, the ballot would be coded to recognize that the voter was allowed to vote in the Election and the District's ballot would automatically show on the screen of the electronic voting equipment. Director Wretlind stressed the need to provide District's residents factual information about the Election, and the Board concurred. After further discussion, upon motions duly made and seconded, the Board voted unanimously to: (1) approve the Election Agreement between the District and Travis County; (2) Approve the Joint Election Agreement; and (3) appoint McGinnis Lochridge as the District's Agent for the Election. Copies of the Election Agreement between the District and Travis County and the Joint Election Agreement are attached hereto and shall be considered exhibits to these minutes.

Next, Mr. Haag reminded the Board that Senate Bill 1812 [passed during the 84th Texas Legislative Session] requires any entity with eminent domain authority to log on to the Comptroller's website annually to report specific information to the Comptroller for posting. Mr. Haag continued that the District is required to submit this information by February 1 of each year and that failure to comply with these requirements may result in a penalty of \$1,000 for each notification from the Comptroller and would result in the entity being listed on a list of non-complying entities. He pointed out that failure to comply would not affect the District's authority to exercise its eminent domain authority. After a brief discussion, upon a motion duly made by Director Crosby and seconded by Director Jistel, the Board voted unanimously to authorize the District's Attorney to complete the District's eminent domain filings, as required.

The Board next discussed updating the Mission Statement and Management Objectives of the District. After consideration, upon a motion duly made by Director Jistel and seconded by Director Wretlind, the Board voted unanimously to adopt the following Mission Statement and Management Objectives:

Mission Statement

The mission of the River Place Limited District is to provide parks and nature trails that contribute to a higher quality of life for River Place residents as well as to provide reliable, affordable, single-stream recycling and solid waste collection services.

Management Objectives

- Maintain customer satisfaction for services provided
- Maintain quality District parks and nature trail services
- Provide affordable single-stream recycling and solid waste collection services
- Keep taxes as reasonable as possible

The next item of business before the Board was consideration of a new website domain. After discussion, upon a motion duly made by Director Crosby and seconded by Director Jistel, the Board voted unanimously to approve the purchase of riverplacelimiteddistrict.org and riverplaceld.org as new District website domains.

The Board then discussed acquiring new public e-mail addresses for each Director. Director Reilly explained that Director e-mails were considered public information if the e-mails were sent or received by a Director in their official capacity as a Director and the information contained in the e-mail pertained to District business. In addition, he stated that the District's Records Retention Policy requires the retention of all District documents in perpetuity. Ms. Rybachek stated that setting up separate e-mail addresses for each Director would not be cost prohibitive. The Board noted that keeping track of several e-mail addresses could be burdensome. Director Wretlind suggested that for ease of record keeping, copying the District's General Manager on all future Board e-mail correspondence would enable the District to easily comply with any future public information requests regarding Board e-mails. After a lengthy discussion on the issue, the Board deferred action on authorizing e-mail addresses for the Board until the District's next meeting.

Next, Director Reilly stated that he and Director Crosby had recently met with a resident of the District who lived along Big View Drive regarding the gated driveway located along Big View Drive next to the Boardwalk pond that persons often parked in the driveway up to the closed gate causing hazardous conditions. Director Reilly questioned if there was a way to install landscaping or signage to prevent parking in the area. After a brief discussion, the Board tabled the item until the District's next regularly-scheduled meeting.

The Board next considered the traffic issues at the District's trailheads. Director Reilly opined that a reservation system to restrict the number of persons allowed on the Nature Trail at one time might reduce the traffic issues, and he proposed that the ad hoc committee be reconvened to address the issues and consider resolutions. Director Wretlind put forward his view that there were two separate issues to address and that restricting the

usage of the Nature Trail would not resolve the traffic issues in the area. He suggested that the Board continue to work with the City to resolve the issue. After a lengthy discussion, Director Jistel motioned to reconvene the ad hoc committee, which committee would include two Board members, for the purpose of resolving traffic issues in the area of the Nature Trail. The motion passed with Directors Jistel, Reilly, Crosby, and Tobias voting in favor and Director Wretlind voting against the motion. After additional discussion, Directors Jistel and Reilly were confirmed as members of the committee.

Director Reilly next discussed with the Board the Travis Central Appraisal District's ("CAD") failure to recognize the annexation of Panther Hollow Creek, Phase 1 into the District as of 2000 [21.533 acres-8 lots]. He stated that the District's Attorney had drafted letters to CAD as well as to the owners of the eight lots. He reviewed the letters with the Board, and confirmed that the letter to CAD would also be sent to Precinct Two Commissioner Brigid Shea.

Ms. Rybachek next presented the General Manager's report in its entirety and as included in the Directors' packets. She reported that updated signs for the District's tennis courts were ordered and should be received in the near future. She continued that the new locking timer for the restrooms at the Woodlands Park in the District was installed, but that the timer for the restrooms at Sun Tree Park was still on backorder for another four weeks. She also stated that the painting of the District's bathrooms was in progress.

Director Wretlind next requested to defer any discussion on the District's financial reports until the next regularly-scheduled meeting due to the fact that invoices were still being processed for the River Place Municipal Utility District, and the Board agreed.

Director Jistel then reported that the Nature Trail donation box had received \$165.00 for the month of January. He also pointed out that the water fountains at the Woodlands Park as well as the pipes in the men's restroom at Sun Tree Park had burst due to the recent freezing weather. He added that a plumber was scheduled to repair both areas.

There being nothing further to come before the Board, the Board confirmed that the District's special meeting was scheduled for January 30, 2018, and the meeting was adjourned




Secretary, River Place Limited District
Board of Directors

River Place Limited District
Attachments
January 23, 2018

1. Directors Packet;
2. Election Contract between the District and Travis County; and
3. Joint Election Agreement;