

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

February 26, 2019

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 February 26, 2019, at the River Place Country Club, 4207 River Place Boulevard, Austin, Texas beginning at 7:00 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:

Scott Crosby	President
Arthur Jistel	Vice-President
Jennifer Mushtaler	Secretary
Ivar Rachkind	Treasurer
Tim Mattox	Assistant Secretary/Treasurer

and all Directors were present, except Director Crosby, thus constituting a quorum.

Also present were Jesse Kennis, Tobin Hurley, and Michael Luft of Inframark (“**Inframark**”), the District’s General Manager; and Phil Haag, Zac Evans, and Suzanne McCalla of McGinnis Lochridge (“**McGinnis**”), the District’s Attorney. Numerous members of the public were also present at the meeting. A copy of the sign-in sheet for those in attendance at the meeting is attached hereto.

Upon calling the meeting to order, Director Mushtaler noted that there were numerous persons present who wished to address the Board. She stated that the Board would take comments from the public after certain Board business was completed.

The next item of business before the Board was approval of the monthly consent agenda containing the minutes of the January 22, 2019, Board of Directors meeting, and payment of the District’s bills and expenses. After review, upon a motion duly made by Director Mattox and seconded by Director Rachkind, the Board voted unanimously to approve the Consent Agenda, including the minutes of the January 22, 2019, Board of Directors meeting, as written.

Director Mushtaler then thanked everyone at the meeting for their attendance. She stated the District’s goal was the long-term sustainability of the District’s parks, Nature Trail, and green spaces (collectively the “**Park System**”) as well as the safety of all persons utilizing the Park System. She explained that the Park System was sustained through an ad valorem tax of \$0.075 assessed on those residents living within the boundaries of the District. Director Mushtaler noted that the District also provides for solid waste collection within the District and has the authority to retain security services for the District. She told those present that the Board has been in the process of addressing the issues surrounding the District’s Park System for several years,

including the formation of an ad hoc committee to try and resolve the traffic problems associated with the Park System. She said that the annexation of the District by the City of Austin (the “**City**”) in December 2017, complicated the District’s ability to resolve certain issues, especially traffic issues as the City was now in charge of the roads within the District and not Travis County, the previous owner of the roads. Director Mushtaler emphasized that the District was limited in its ability to address certain issues because it is a governmental entity and required to adhere to specific laws pertaining to access to the Park System. She added that the process was evolving and that the proposal to charge fees for access to the Nature Trail was part of the process, but by no means the final step. She urged those present with concerns to join the committees in place to help resolve issues and develop meaningful long-term solutions. The Board then heard from those present who signed up to address the Board on issues related to the Park System. The following is a list of the primary concerns addressed during this forum:

- Sal Kallash stated that he had moved from New York and had originally moved to an area within the boundaries of the River Place Homeowners Association (the “**HOA**”) but not within the boundaries of the District (the “**Additional Areas**”). He continued that after discovering that he was not within the boundaries of the District, he moved to another area within the boundaries of the District. He commended the Board for their work on the issues and stated his belief that the Park System should be closed if the issues cannot be resolved.
- Michael Wilson next thanked the Board for all their work on the Park System. He stated that he lived at the bottom of Big View Drive within the boundaries of the District and that the traffic in the area due to the Nature Trail was very dangerous and stressful. He sympathized with those persons within the Additional Areas, but stated his understanding that there was method by which the Additional Areas could be annexed into the District. Mr. Wilson emphasized that his intent was not to separate the community but to unite the community if possible.
- A member of the public stated his belief that it was not an easy or quick process to be annexed into the District, and he questioned why the boundaries were originally drawn to exclude the Additional Areas. Mr. Haag responded that the original decision for the HOA to include a larger area than the District was a decision made by the developer when the District was created, and subsequently became a problem inherited by the District. The man then asked why the District did not annex the Additional Areas into the District at the time of the election for the Limited District. Mr. Haag stated that the HOA was a private, legal entity and the District was a governmental body and that in order to move forward with annexation of the Additional Areas, the District would need to obtain approval of the annexation by the City. Mr. Haag pointed out that prior to the Limited District election, the District had talked with the City regarding the possibility of annexing the Additional Areas and that the City did not oppose the idea. Mr. Haag then stated that annexation into the District

also required consent of the homeowners in the Additional Areas. He stated that the Additional Areas had two options for annexation into the District: (1) submit a petition signed by all of the owners of the property to be annexed; or (2) submit a petition signed by the majority in value of the owners of land in a defined area and then hold an election within the District, as enlarged by reason of the annexation of the area, on the question of the assumption of bonds, notes, obligations, and taxes by the annexed area.

- Another member of the public addressed the Board and opined that the District had multiple other solutions to the Nature Trail traffic issues other than charging fees. He continued that the District should have expected the traffic issues and planned accordingly. The man stated that the proposed fee of \$10.00 per person and per pet was exorbitant. He claimed that he had spoken with the City and that the City had provided much different answers than were being provided at the meeting. He suggested that the Park System should be given to the HOA and the problem would be resolved. Mr. Haag explained that the District was a governmental entity and that the Park System was a public facility. Mr. Haag added that the District was not legally able to donate the Parks System to the HOA.
- Kate Holloway then stated that the District's traffic issue claims were disingenuous. She stated her belief that the people at the parks within the District were mostly residents of the District. She said that if more people petitioned the City, the City would be responsive to the needs of the District with regard to the ongoing traffic issues. Director Mushtaler welcomed Ms. Holloway's assistance in working with the City. Director Mushtaler then detailed the past traffic mitigation requests made to the City by the District.
- Clarence West addressed the Board and expressed his disappointment in the turnout at the meeting. He stated that he moved to the District 20 years ago, when there was no trail in place. Mr. West urged the homeowners in the Additional Areas to petition to be annexed into the District. He noted that in addition to access to the Parks System, the District provided solid waste collection services at a significantly reduced rate over the City.
- Next, Joe Binns stated that he has also lived in the District for 20 years. He told those present that he fully supported the District. Mr. Benz said that he seldom used the Nature Trail or parks within the Parks System, but he still paid the taxes to the District. He then noted his understanding that the overlap in Board members between the District and HOA was due to a lack of volunteers to sit on either board. He emphasized his appreciation for the work done by the Board of the District.
- Randall Jameson next introduced himself to those present. He stated that he was the Firewise Coordinator for the area and applauded the District for striving to accomplish their stated mandate of safety and sustainability

of the Parks System. He then explained that in addition to other safety issues within the Parks System, wildfires posed a threat. He said that the larger the number of persons using the Parks System, the higher the threat of a wildfire. He told those present that he was compiling data from the District to determine what would happen in the event of a fire at the bottom of the Nature Trail. He stated that the simulation scenarios that he ran recently demonstrated that the lower half of the District would be cut off by fire within an hour. He added that the increased traffic in the area also hinders the ability of emergency vehicles to get equipment into the District. He emphasized that educating the public regarding what to do as a community to prevent fires was a high priority.

Next, Director Jistel told those present that he had been on the Board of the District since 2000 when the District was a municipal utility district. He explained that he was instrumental in developing the District's Parks System with funds donated by the Lower Colorado River Authority and the Texas Parks and Wildlife. He continued that over time money was accumulated in a fund for the Parks System. Director Jistel stated that although the Nature Trail was not designed for the number of persons currently utilizing the trail, the large number of people using the trail kept down erosion along the trail as well as reduced the number of snakes on the trail. He expressed his personal belief that seeing such a large number of people out exercising in nature was very positive. Director Jistel then motioned to remove the fees charged to the homeowners in the Additional Areas and to Boy Scout or Girl Scout troops. Director Mushtaler noted that the Board could not act on the item as it was not on the current agenda. She suggested that the District schedule a special meeting to consider the comments presented at tonight's meeting. Director Jistel's motion died for lack of a second.

Next, after a brief discussion, upon a motion duly made by Director Rachkind and seconded by Director Mattox, the Board voted unanimously to schedule a special Board of Directors meeting to discuss the issues surrounding the District's proposed changes to Parks System, including comments submitted by those at tonight's meeting.

The next item of business before the Board was a contract with the Travis County Constables Office (the "**Constables Office**") for patrol of the Parks System. Director Mushtaler explained that the officers from the Constables Office were all certified first responders and could assist in any safety or medical issues arising in the Parks System. After a question from the public, Director Mattox stated that the Constables Office would be able to enforce the Parks System rules as a criminal trespass. Mr. Evans added that he had reviewed the contract with the Constables Office and that the contract was sufficient. After discussion, upon a motion duly made by Director Mattox and seconded by Director Mushtaler, the Board voted unanimously to approve the contract with the Constables Office, as presented. Mr. Kennis stated he would coordinate with the Constables Office on the dates and times officers would be needed. A copy of the contract, thus approved, is attached hereto and shall be considered an exhibit to these minutes.

The Board next discussed a proposed volunteer work day by the Friends of River Place Nature Trail. Director Jistel explained that Jim Emmons was in charge of the work day, which was proposed for March 2, 2019, from 8:00 a.m. to 10:30 a.m. He continued that he believed around 15 to 20 people had signed up to help. After discussion, upon a motion duly made by Director Mattox and seconded by Director Mushtaler, the Board voted unanimously to approve the work day and to authorize the purchase of incidentals, such as water and bananas for the group.

Next, Mr. Kennis reported on the contract for staffing at the District's Nature Trail. He stated that he had reached out to four different staffing agencies and all but one declined to submit a proposal. He continued that his office was working with The A List Staffing agency (the "A List") to provide staffing for the Nature Trail. Mr. Kennis told the Board that all other details to move forward with the "go live" date were in place, such as wristbands, cell phones, reflective vests, and Square software. He then reviewed the costs involved with contracting with A List, and he added that negotiations on the proposed pricing were ongoing. After review, upon a motion duly made by Director Mattox and seconded by Director Mushtaler, the Board voted unanimously to: (1) approve the contract with A List, subject to a final review and approval by the District's Attorney; and (2) authorize Inframark to continue with negotiations for staffing for the Parks System. A copy of the contract, as presented, is included in the Board Packet attached hereto.

Mr. Kennis next reviewed the General Manager's report in its entirety and as included in the Directors' packet, a copy of which is attached hereto. He then presented a proposal from Seamless Gutters to replace the gutter system at the Sun Tree Park Pavilion. After a brief discussion, upon a motion duly made by Director Rachkind and seconded by Director Mattox, the Board voted unanimously to approve the proposal from Seamless Gutters to replace the gutter system at the Sun Tree Park Pavilion at a total cost to the District of \$2,088.00. A copy of the proposal is included in the Board Packet.

Continuing his report, Mr. Kennis stated that the sunshade at the playscape in Sun Tree Park needed replacing. He explained that the estimated cost for the replacement would be \$20,000. Director Rachkind emphasized that he had requested multiple proposals for the replacement. No action was taken on this item, and it was deferred to the Board's next meeting.

The Board then discussed the possible replacement of the turf on the District's sports fields. Director Rachkind stated that he had visited the fields at Sun Tree Park and they were badly in need of sod replacement. Director Mushtaler questioned if a company specializing in the ongoing maintenance of the sports fields as well as the installation of the sod, should be consulted. Director Rachkind added that multiple proposals should be obtained for this project as well as all future projects to ensure the District obtained the best pricing, and the Board concurred. Director Mushtaler emphasized that a long term solution for ongoing maintenance should be considered.

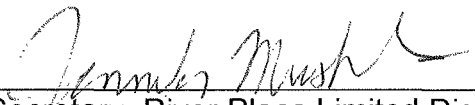
After a lengthy discussion, the Board directed: (1) the District's Attorney to include the project, on the District's next agenda for the Board's consideration; and (2) the District's General Manager to obtain multiple proposals for the project, including a complete plan for ongoing maintenance.

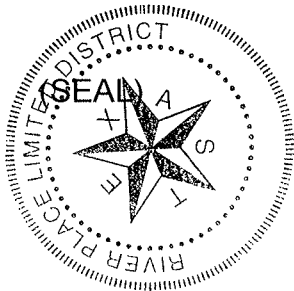
Mr. Luft next discussed the status of the District's accounts and investments with the Board. He reviewed the income for the District and summarized the activity in each of the District's accounts.

Director Jistel then reported that Sun Tree Park may not be available for the Easter egg hunt or Dads in the Hood due to the condition of the fields. He also stated that the District continues to have erosion issues along the beach area in the Woodlands Park area adjacent to Lake Austin. He recommended that proposals be obtained for mitigation of the erosion for review at the District's next Board meeting, and the Board concurred.

Director Mattox then requested that an item be added to the District's next regular Board meeting to discuss compiling a list of questions for the City as well as the possible formation of an ad hoc committee to address these questions with the City.

There being nothing further to come before the Board, the meeting was adjourned


Secretary, River Place Limited District
Board of Directors



River Place Limited District
Attachments
February 26, 2019

1. Directors Packet;
2. Constables Contract; and
3. A-List Staffing Proposal.



ADAN BALLESTEROS

TRAVIS COUNTY CONSTABLE PRECINCT 2

10409 Burnet Road, Suite 150 Austin, TX. 78758-4418
Phone: (512) 854-9697 Fax : (512) 854-9196



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MEMORANDUM OF UNDERSTANDING WITH THE River Place Limited District

Travis County Constable, Precinct Two shall provide (16) hours per week of patrol services, starting on March 2, 2019 for River Place Limited District. The Constable patrol shall:

- 1) Engage in all necessary law enforcement actions arising from the neighborhood patrol in the River Place Limited District, including, but not limited to, arrest, traffic enforcement, criminal investigations, follow-ups, Law Enforcement reports and the filing of affidavits and complaints;
- 2) Deputies will not enforce River Place Limited District's rules.
- 3) All Patrol shifts are 4 hours minimum per shift.
- 4) The focus of the neighborhood patrol is to provide uniformed Deputies in marked patrol cars that will provide high visibility in the area.
- 5) Any arrest, follow up investigations or reports made while working the River Place Limited District patrol, that exceeds the scheduled patrol will be billed to River Place Limited District.
- 6) If the Deputy leave the assigned patrol to assist another officer, The River Place Limited District will not be billed for this time.

The law enforcement officers, dispatchers and other personnel, who provide services pursuant to this understanding, are employees of the Constable, who shall maintain supervisory control and command over such employees.

The Deputy shall bill River Place Limited District every week for the services rendered and the River Place Limited District shall pay the Constable's office and the Deputy Constable for the services rendered within 7 days of the billing date.

The River Place Limited District agrees to pay \$55.00 per HOUR for the services provided by a Pct.2 Deputy Constable. This payment will be made to the Deputy Constable working the River Place Limited District neighborhood.



ADAN BALLESTEROS

TRAVIS COUNTY CONSTABLE PRECINCT 2

10409 Burnet Road, Suite 150 Austin, TX. 78758-4418
Phone: (512) 854-9697 Fax : (512) 854-9196



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The River Place Limited District agrees to pay Pct.2 Constable's office at the rate of \$20.00 per HOUR for County vehicle rental, provided, however, that the County shall not charge River Place Limited District for any time that the vehicle is parked and not actively in use.. This payment will be made to the Travis County Constable's office Pct.2.

Either party may terminate this Agreement immediately with or without cause. Upon termination of this Agreement, neither party shall have any obligations to the other party, except to pay for services already rendered.

SIGN HERE
A handwritten signature in black ink, appearing to read "Art Jistel", written over a dotted rectangular box.

Constable, Precinct 2 – Supervisor

River Place Limited District

Print name

ART JISTEL

Print name

Date

2/26/19

Date



**River Place Limited District
Board of Directors Meeting
February 26, 2019**

**RIVER PLACE LIMITED DISTRICT
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2019 Calendar

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

**TO: THE BOARD OF DIRECTORS OF RIVER PLACE LIMITED DISTRICT AND TO
ALL OTHER INTERESTED PERSONS:**

Notice is hereby given that the Board of Directors of the River Place Limited District will hold a **regular** meeting on **Tuesday, February 26, 2019**, at 7:00 p.m. at the River Place Country Club, 4207 River Place Boulevard, Austin, Texas at which time the Board will consider and take appropriate action of the following matters:

1. Board Convenes
2. Call roll of Directors
3. Items to be removed from the Consent Agenda
4. Consent Agenda
 - a. Minutes of the January 22, 2019, Board of Directors meeting
 - b. Payment of bills and expenses
5. Citizen Communications* (3-minute time limit, however additional limits may be imposed so that all citizens can address the Board)
6. New Business:
 - a. Provide public information regarding hours of free access to the District's Nature Trail
 - b. Schedule public work session to consider community input on the Nature Trail Project, including fees and maintenance
 - c. Contract with the Travis County Constable's Office for patrol of the District's Parks and Trails
 - d. Friends of River Place Nature Trail proposed volunteer work day, including number of participants and scope of work to be performed
 - e. Contract for staffing the River Place Nature Trail Project
7. Old Business:
8. General Manager's Report and Possible Action Items
 - a. Report on operation of the District's facilities and open spaces, including any repairs, maintenance or other work deemed necessary
 - b. Gutter repairs on pavilion at Sun Tree Park
 - c. Repair of sun shade at Sun tree Park
 - d. Door handle repair at Sun Tree Park women's restroom
 - e. Park tables at Sun Tree Park
9. Attorney's Report and Possible Action Items
10. Investment Committee
 - a. Review District's monthly financial report
 - b. Authorize the purchase/renewal of certificates of deposit

11. Parks, Habitat Preserve, Open Space and Nature Trail Committee
 - a. Report on the maintenance of the District's Parks, Habitat Preserve, Open Spaces and Nature Trails, including any repairs, maintenance or other work deemed necessary
12. Future Agenda items
13. Adjourn

*Persons wishing to speak during Citizen Communications must sign up to speak at least 15 minutes prior to the beginning of the meeting. The Board of Directors may go into Executive Session, if necessary, pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the above matters. No final action, decision, or vote will be taken on any subject or matter in Executive Session. The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Phil Haag at 512-495-6008 for further information.

RIVER PLACE LIMITED DISTRICT

Mission Statement

The mission of the River Place Limited District is to provide reliable trash service, quality parks and nature trails that contribute to a higher quality of life for River Place residents.

Management Objectives

- Refund the District's outstanding bond debt
- Maintain customer satisfaction with services provided
- Keep taxes as reasonable as possible
- Maintain the current level of District park and nature trail services

**PHONE NUMBERS AND ADDRESSES FOR OFFICE USE ONLY
RIVER PLACE LIMITED DISTRICT
TAX I.D. No. 74-2521040**

Board of Directors

<p>Scott A. Crosby – PRESIDENT 3825 River Place Blvd. Austin, TX 78730 (H) 512-636-9032 4scrosby@gmail.com</p>	
<p>Arthur A. Jistel (Sharon), VICE-PRESIDENT 9704 Big View Dr. Austin, TX 78730 (H)512-794-9129 (C)512-771-1404 jistels@aol.com</p>	<p>Ivar Rachkind - TREASURER 10407 Treasure Island Drive Austin, Texas 78730 512-342-0013 ivar@maryandivar.com</p>
<p>Jennifer Mushtaler - SECRETARY 8500 Big View Drive Austin, Texas 78730 512-906-1321 jmushtaler@hotmail.com</p>	<p>Tim Mattox – ASST. SECRETARY/TREASURER 8001 Big View Drive Austin, Texas 78730 512-527-0162 tmattox@austin.rr.com</p>

Consultants

<p><u>McGinnis, Lochridge & Kilgore</u> 600 Congress Avenue, Suite 2100 Austin, TX 78701 Philip S. Haag, Attorney at Law phaag@mcginnislaw.com (O)512-495-6008 (C)512-970-3468 Suzanne McCalla, Legal Assistant smccalla@mcginnislaw.com (O) 512-495-6139 Morgan Johnson, Associate mjohnson@mcginnislaw.com (O)512-495-6030 Zachariah T. Evans, Of Counsel zevans@mcginnislaw.com (O)512-495-6180</p>	<p><u>Inframark</u> 14050 Summit Dr., Suite 103 Austin, TX 78728 Kristi Hester, Regional Manager 512-844-1041 Kristi.Hester@inframark.com Tobin Hurley, Area Manager 512-820-5297 Tobin.Hurley@inframark.com Jesse Kennis, Senior Operations Manager 512-820-7442 Jesse.Kennis@inframark.com Michael Luft, Accountant 512-287-8011 Michael.luft@inframark.com</p>
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<p><u>Maxwell Locke & Ritter</u> 401 Congress Avenue Austin, TX 78701 512-370-3245 (F)512-370-3250</p>	<p><u>Certified Management of Austin, LLC (HOA)</u> Vangie Bocanegra, Association Manager 512-339-6962 (f)512-339-1317 vangieb@cmaaustin.com</p>

<p>Jimmy Romell jromell@mlrpc.com</p>	
<p>Waste Connections P.O. Box 1650 Manchaca, TX 78652 Steve Shannon, Regional Manager (O) 830-868-7597 (C) 830 225-0735 Steve.shannon@progressivewaste.com</p>	<p>River Place Country Club Steven Held, Managing Owner of the Dominion Golf Group sheld@thedominiogolfgroup.com 512-346-1114 Kyle O'Brien, General Manager 512-346-1114 Ext. 3901 kobriend@dggclubs.com</p>

Former Directors:

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Peggy's Cell: 512-590-9463
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Claudia Tobias (Wick), Asst. Sec/Treasurer

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(H) 512-342-8161
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River Place Limited District

COMMITTEES 2019

Audit, Budget, Management and Investment

Crosby (Co-Chair), Rachkind (Co-Chair)
Adkins (Accounting)

Ethics

Mushtaler (Chair)
Mattox (Partner), Haag (Consultant)

Parks, Habitat Preserve, Open Space and Nature Trail

Jistel (Chair)
Mushtaler (Partner), Hurley (General Manager)

Security

Jistel (Chair)
Mushtaler (Partner), Hurley (General Manager)

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

January 22, 2019

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 22, 2019, at the River Place Country Club, 4207 River Place Boulevard, Austin, Texas beginning at 7:00 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:

Scott Crosby	President
Arthur Jistel	Vice-President
Jennifer Mushtaler	Secretary
Ivar Rachkind	Treasurer
Tim Mattox	Assistant Secretary/Treasurer

and all Directors were present, thus constituting a quorum.

Also present were Patricia Rybachek, Jesse Kennis, and Michael Luft of Inframark (“**Inframark**”), the District’s General Manager; Jacque Mallon of Maxwell, Locke & Ritter, LLP, (“**Maxwell**”), the District’s Auditor; and Morgan Johnson, Zac Evans, and Suzanne McCalla of McGinnis Lochridge (“**McGinnis**”), the District’s Attorney.

Upon calling the meeting to order, Director Crosby noted that there were no residents present who wished to address the Board.

The next item of business before the Board was approval of the monthly consent agenda containing the minutes of the January 9, 2019, special Board of Directors meeting, and payment of the District’s bills and expenses. After review, upon a motion duly made by Director Crosby and seconded by Director Rachkind, the Board voted unanimously to approve the Consent Agenda, including the minutes of the January 9, 2019, special Board of Directors meeting, as written.

Ms. Mallon then submitted the draft of the audit report for the District for the period ending September 30, 2018. She reviewed the Statement of Net Position and Revenues and Expenses, Expenditures, and Changes in Fund Balances. Ms. Mallon reviewed the supporting data included in the audit report, including information required by the Texas Commission on Environmental Quality (the “**Commission**”). She pointed out that the District’s obligation for debt service payments for the District’s bonds ended on December 15, 2017, the date the District was fully annexed into the City of Austin (the “**City**”) and converted to a limited district.

Ms. Mallon then called the Board’s attention to the form of the Management Representation Letter from the District’s General Manager, attached to Maxwell’s

Governance Letter. She reported that Maxwell was issuing a clean, unmodified opinion, which was the highest opinion the District can receive.

After consideration, upon a motion duly made by Director Crosby and seconded by Director Rachkind, the Board voted unanimously to approve the audit report and to authorize the District's Attorney to file the audit report with the Commission, the Texas Comptroller, in the District's office, and with all other governmental agencies as required. A copy of the audit report, thus approved, is filed in the permanent records of the District.

Next, Ms. Johnson 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 Texas Comptroller of Public Accounts (the "**Comptroller**") website annually to report specific information to the Comptroller for posting. Ms. Johnson 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. She pointed out that failure to comply would not, however, 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 Mattox, the Board voted unanimously to authorize the District's Attorney to complete the District's eminent domain filings, as required.

Next, the Board considered the need to conduct the annual review of the District's Investment Policy and Investment Strategies pursuant to the requirements of the Texas Public Funds Investment Act. Ms. Johnson summarized the requirement for the annual review of the Investment Policy and Investment Strategies. She said that the District's Investment Policy and Investment Strategies were fairly general but very conservative and complied with the requirements of the Texas Public Funds Investment Act. She noted that the Investment Policy listed the District's General Manager as the District's investment officer. Mr. Luft stated that he was not recommending any changes to the Investment Policy at this time. The Board also reviewed the updated list of brokers authorized to handle investments of the District. After further review, the Board decided that no changes were required in the District's Investment Policy and Investment Strategies at this time. Therefore, upon a motion duly made by Director Crosby and seconded by Director Mushtaler, the Board voted unanimously to adopt the RESOLUTION EVIDENCING REVIEW OF INVESTMENT POLICY AND INVESTMENT STRATEGIES (the "**Investment Resolution**"). A copy of the Investment Resolution thus approved is attached hereto and shall be considered to be a part of these minutes.

The next item of business before the Board was a request from Alan Kane, a resident of the District, that the drainage fee assessed on his property by the City be shared by all the users of the Joint Access Easement. Director Crosby recalled that the drainage fees for impervious cover installed on the property and charged to Mr. Kane by the City relate to the Joint Access Easement across Mr. Kane's property allowing

access to Panther Hollow and a portion of the Woodlands Park (the “**Easement**”). As reported previously, Director Crosby explained that subsequent to the annexation of the District by the City on December 15, 2017, the City began charging all District residents a drainage fee on their utility bills. Ms. Johnson stated that she had researched the issue and that, pursuant to the Easement, the District was not under any obligation to pay a portion of the drainage fees. She added that a governmental entity could not donate money to a private citizen. After discussion, the Board declined to take any action on the matter.

The Board then took up the item of the District’s ad hoc committee on traffic issues at the District’s trailheads (the “**Traffic Committee**”). Director Mushtaler reminded the Board that the Traffic Committee was proposing a March 1, 2019, start date to move forward with a trial period during which hired personnel would be stationed at each of the District’s Nature Trail’s three entrances to collect a predetermined fee. She stated that the District had authorized hiring security to help patrol the Nature Trail and District parks during high volumes times. She stated that there seemed to be questions regarding “if” and “when” the Austin Police Department (“**APD**”) or the Travis County Constable’s Office was required to enforce rules of the District’s Parks, including the Nature Trail. Ms. Johnson explained that although the District’s parks and Nature Trail lie fully within the City limits, the parks remain the jurisdiction of the District and that a District cannot dictate to law enforcement how, when, and where law enforcement should enforce City ordinances or state statutes. Director Mushtaler said that the APD had informed her that if the District had clearly posted rules at the Nature Trail entrances, the APD would enforce the rules as a “trespass issue.” She then suggested that the District amend its Park Rules and Regulations to include additional rules for the Nature Trail.

At this point Director Jistel arrived at the meeting.

Director Mushtaler next reviewed with the Board a list of additional Nature Trail rules. The Board discussed various changes to the proposed list of Nature Trail rules. After discussion, upon a motion duly made by Director Crosby and seconded by Director Mattox, the Board voted to: (1) approve the revised Nature Trail rules as discussed, subject to a final review and approval by the District’s Parks Committee; and (2) approve an ORDER OF THE BOARD OF DIRECTORS OF RIVER PLACE LIMITED DISTRICT AMENDING PARK RULES. Directors Mushtaler, Crosby, Mattox and Rachkind voted in favor of the motion, and Director Jistel abstained. A copy of the Order, thus approved, is attached hereto as an exhibit to these minutes.

Director Crosby next suggested that the District’s revised Nature Trail Rules should be put on permanent signs and installed at the entrances to the Nature Trail, and the Board agreed. After a brief discussion, upon a motion duly made by Director Crosby and seconded by Director Mattox, the Board voted unanimously to authorize the District’s General Manager to purchase and install signs at the entrances to the Nature Trail with the revised Nature Trail Rules.

Ms. Rybachek next introduced Jesse Kennis to the Board. She stated that she had taken another job and that Mr. Kennis would be replacing her at the District's Board meetings going forward. She then reviewed with the Board the costs associated with the contracting for staff to man the three Nature Trail entrances during peak usage times. Director Crosby questioned if a the District should prepare a "press release" to submit to the Four Points News, the River Place Review, the District's website, and to other local websites describing the new Nature Trail policies. After a brief discussion, upon a motion duly made by Director Crosby and seconded by Director Mattox, the Board voted unanimously to authorize Directors Crosby and Mushtaler to work together to prepare a press release as detailed above.

Ms. Rybachek next reviewed the General Manager's report in its entirety and as included in the Directors' packet, a copy of which is attached hereto.

Director Jistel then reported on the status of the Goosegrass on the District's sports fields. He stated that he had met with a representative from Sunscape Landscaping, LLC ("**Sunscape**"), the District's Landscaper regarding the fact that the Goosegrass on the District's sports fields was now dormant. He continued that Sunscape did not know if the Goosegrass would "come back" when the weather warmed, and he stated that the Board would need to make a determination in the spring how to move forward.

Mr. Luft next discussed the status of the District's accounts and investments with the Board. He reviewed the income for the District and summarized the activity in each of the District's accounts.

Next, Director Jistel reported that he had spoken with Joe Carter of Capital Landcare regarding replacing the gutters on the pavilions at the District's Parks. He stated that TexaScapes was recommending cleaning the gutters instead of replacing the gutters as originally proposed. The Board questioned if replacing the gutters, including leaf guards, would be more cost-efficient. Ms. Rybachek agreed to obtain additional proposals for the replacement and/or the repair of the gutters on the pavilions for the review by the Board at the next meeting.

There being nothing further to come before the Board, the Board confirmed the District's next regular meeting was scheduled for January 22, 2019, and the meeting was adjourned

Secretary, River Place Limited District
Board of Directors

(SEAL)

River Place Limited District
Attachments
January 22, 2019

1. Directors Packet;
2. Resolution Evidencing Review of the District's Investment Policy;
3. Order Amending the District's Park Rules and Regulations; and
4. River Place Trail Staffing Costs.



ADAN BALLESTEROS

TRAVIS COUNTY CONSTABLE PRECINCT 2

10409 Burnet Road, Suite 150 Austin, TX. 78758-4418
Phone: (512) 854-9697 Fax : (512) 854-9196



Page 1 of 2

LETTER OF UNDERSTANDING WITH THE River Place Limited District HOME OWNERS ASSOC.

Travis County Constable, Precinct Two shall provide (16) hours per week of patrol services, starting on March 2, 2019 for River Place Limited District. The Constable patrol shall:

- 1) Engage in all necessary law enforcement actions arising from the neighborhood patrol in the River Place Limited District, Including, but not limited to, arrest, traffic enforcement, criminal investigations, follow-ups, Law Enforcement reports and the filing of affidavits and complaints;
- 2) Deputies will not enforce River Place Limited District's rules.
- 3) All Patrol shifts are 4 hours minimum per shift.
- 4) The focus of the neighborhood patrol is to provide uniformed Deputies in marked patrol cars that will provide high visibility in the area.
- 5) Any arrest, follow up investigations or reports made while working the River Place Limited District patrol, that exceeds the scheduled patrol will be billed to River Place Limited District.
- 6) If the Deputy leave the assigned patrol to assist another officer, The River Place Limited District will not be billed for this time.

The law enforcement officers, dispatchers and other personnel, who provide services pursuant to this understanding, are employees of the Constable, who shall maintain supervisory control and command over such employees.

The Deputy shall bill River Place Limited District every week for the services rendered and the River Place Limited District shall pay the Constable's office and the Deputy Constable for the services rendered within 7 days of the billing date.

The River Place Limited District agrees to pay \$55.00 per HOUR for the services provided by a Pct.2 Deputy Constable. This payment will be made to the Deputy Constable working the River Place Limited District neighborhood.



ADAN BALLESTEROS

TRAVIS COUNTY CONSTABLE PRECINCT 2

10409 Burnet Road, Suite 150 Austin, TX. 78758-4418
Phone: (512) 854-9697 Fax : (512) 854-9196



The River Place Limited District agrees to pay Pct.2 Constable’s office at the rate of \$20.00 per HOUR for County vehicle rental, provided, however, that the County shall not charge River Place Limited District for any time that the vehicle is parked and not actively in use.. This payment will be made to the Travis County Constable’s office Pct.2.

Either party may terminate this Agreement immediately with or without cause. Upon termination of this Agreement, neither party shall have any obligations to the other party, except to pay for services already rendered.

Constable, Precinct 2 – Supervisor

River Place Limited District

Print name

Print name

Date

Date



February 26, 2019

Memorandum for: Board of Director's River Place Limited District

From: Jesse L. Kennis II

Subject: General Manager's Executive Summary Report

Inframark LLC

14050 Summit Drive,
#113 Austin, TX 78728
United States

T: +1 512 246 0498
F: +1 512 716 0024

www.inframark.com

Below is a summary of activities since the last board meeting:

1) Sun Tree Park

- a) Sunscapes completed repair work to the granite trail.
- b) The women's restroom door knob needs replaced. Inframark is obtaining a repair estimate.
- c) The sunshade over the playscape has a tear and Inframark is obtaining a replacement cost quote. We are also researching if it may be covered under warranty.
- d) Seamless Gutter quote is attached.

2) Trail Head

- a) We replaced a Mutt Mitt station.

3) Administrative Matters

- a) A staffing agency has not been selected as of February 25, 2019.
- b) 3-4 cell phones and squares have been procured.
- c) The reflective vests have been procured.
- d) The wrist bands have been procured.
- e) The resident cards are scheduled to arrive on February 27,2019.






Contact Us:

Box 5057, Austin, TX 78763
 P: 512.451.2007
 F: 512.990.9759
 john@seamlessaustin.com
 www.seamlessguttersaustin.com

Proposal

2/8/2019

Customer:	Inframark Austin, TX	Job Address:	Sun Tree Pavilion- River Place Austin, TX
Description:	Installation of OGEE-style seamless rain gutter system – to replace existing. All materials are to be painted aluminum. Color: “Green”		
Bid Prices:		Price:	\$ 2088.00
		Leaf Screens :	Included
		Removal and Disposal of Existing Gutters :	Included
50 Year Materials Warranty and 10 Year Workmanship Warranty!			

OGEE Gutter	Downspout	Leaf Screen	
			

Acceptance of Proposal

The prices, specifications and conditions described herein are satisfactory and are hereby accepted. You are authorized to do the work as specified. Full payment will be made upon completion of work.

Customer Signature

Date



Work Order

Proposal No.: 5284
Proposed Date: 01/08/19

PROPERTY:	ACCOUNT MANAGER:
River Place Limited District Patricia Rybachek 8820 Big View Drive Austin, TX 78730	Scott Knussmann scott@sunscapeaustin.com





Replenish eroding granite areas and mix with Portland Gray Masonry to harden surface and slow down erosion. Areas pictured will be replenished.

ITEM	UNITS	QTY	PRICE	TOTAL
Sun Tree Granite Replenishment				
Decomposed Granite - Installed	Per Yard	3.00	\$135.74	\$407.21
Gray Portland Masonry	CT	2.00	\$42.42	\$84.84

Customer Signature *J. Kent* Date 25 JAN 19

Signature *Scott Gussmann* Date _____

Subtotal:	\$492.05
Sales Tax:	\$0.00
Total:	\$492.05



fun abounds, inc.
 114 Venice
 Sugar Land, TX. 77478
 855-226-8637 phone
 281-265-0043 Fax
 Leigh Walden, President
 lwalden@fabplaygrounds.com
 www.fabplaygrounds.com

Estimate	
Date	Estimate #
2/18/2019	4750

Mike Giehl, VP of Sales
 Southern Texas & Surrounding
 mike@fabplaygrounds.com
 512-636-8260

We are pleased to provide this estimate for

Inframark
 14050 Summit Drive Suite 113A
 Austin, TX 78728

Ship to:

Sun Tree Park
 10607 Sun Tree Cove
 Austin, TX 78730

Rep	Terms	Project
MG	Due upon compl...	Sun Tree Park

Item	Description	Qty	Rate	Total
TRT06-B-01-000	6' Rectangular Portable Table - Punched Steel. Advantage Coating GREEN TOP & FRAME (7-year warranty)	2	790.00	1,580.00
Installation	Installation		1,250.00	1,250.00
Demo	Demo and disposal of existing tables		400.00	400.00
Freight	Freight		246.00	246.00
Note	Pricing is for the above listed equipment only, and does not include additional insured addendum, additional insurance, storage, security, or any applicable taxes, bonds, additional insurance or permits. Orders canceled after 5 days will be subject to a restocking fee and freight charges as applicable. Price valid for 30 days.		0.00	0.00
Finance Charge	Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% finance charge.		0.00	0.00

Thank you for allowing us to submit this proposal.

Subtotal

**PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment.
 Thank you! We appreciate the opportunity to earn your business!**

Sales Tax..

Total

City of Houston WBE
 (Women's Business Enterprise)
 Certificate #12-12-11596

Signature

We are proud of a job well done and may spotlight your project on our website or FaceBook. If we do not have your permission to do so, please notify us. Thank you!



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Estimate	
Date	Estimate #
2/18/2019	4750

Mike Giehl, VP of Sales
 Southern Texas & Surrounding
 mike@fabplaygrounds.com
 512-636-8260

We are pleased to provide this estimate for

Inframark
 14050 Summit Drive Suite 113A
 Austin, TX 78728

Ship to:

Sun Tree Park
 10607 Sun Tree Cove
 Austin, TX 78730

Rep	Terms	Project
MG	Due upon compl...	Sun Tree Park

Item	Description	Qty	Rate	Total
Credit Cards	Payments made with credit cards (Visa and Mastercard only) will require an additional 3% service fee.		0.00	0.00

Thank you for allowing us to submit this proposal.		Subtotal	\$3,476.00
PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment. Thank you! We appreciate the opportunity to earn your business!		Sales Tax..	\$0.00
		Total	\$3,476.00

City of Houston WBE
 (Women's Business Enterprise)
 Certificate #12-12-11596

Signature _____

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 114 Venice
 Sugar Land, TX. 77478
 855-226-8637 phone
 281-265-0043 Fax
 Leigh Walden, President
 lwalden@fabplaygrounds.com
 www.fabplaygrounds.com

Estimate	
Date	Estimate #
7/18/2018	4302

Mike Giehl, VP of Sales
 Southern Texas & Surrounding
 mike@fabplaygrounds.com
 512-636-8260

We are pleased to provide this estimate for

Inframark
 Patricia Rybachek
 14050 Summit Drive Suite 113A
 Austin, TX 78728

Ship to:		
Woodlands Park Shade Replacement Large Playground		
Rep	Terms	Project
MG	Due upon compl...	Woodlands Park

Item	Description	Qty	Rate	Total
USA Shade	Fabric Replacement - Super Span Shade - ~50x50x14; includes new cables and clamps	2,500	5.45	13,625.00T
Discount	Discount		-500.00	-500.00
Installation	Installation; includes removal and disposal of old shade fabric		2,550.00	2,550.00
Freight	Freight		250.00	250.00T
Note	Pricing is for the above listed equipment only, and does not include additional insured addendum, additional insurance, storage, security, or any applicable taxes, bonds, additional insurance or permits. Orders canceled after 5 days will be subject to a restocking fee and freight charges as applicable. Price valid for 30 days.		0.00	0.00T

Thank you for allowing us to submit this proposal.

	Subtotal
--	-----------------

**PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment.
 Thank you! We appreciate the opportunity to earn your business!**

Sales Tax..
Total

City of Houston WBE
 (Women's Business Enterprise)
 Certificate #12-12-11596

Signature

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Estimate	
Date	Estimate #
7/18/2018	4302

Mike Giehl, VP of Sales
 Southern Texas & Surrounding
 mike@fabplaygrounds.com
 512-636-8260

We are pleased to provide this estimate for

Inframark
 Patricia Rybachek
 14050 Summit Drive Suite 113A
 Austin, TX 78728

Ship to:		
Woodlands Park Shade Replacement Large Playground		
Rep	Terms	Project
MG	Due upon compl...	Woodlands Park

Item	Description	Qty	Rate	Total
Schedule	There are times due to weather or unforeseen circumstances that we might have to reschedule. In an effort to provide excellent customer service we will notify you should rescheduling be necessary. We appreciate your understanding as we pride ourselves on providing attention and detail to every project.		0.00	0.00T
Finance Charge	Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% finance charge.		0.00	0.00T
Credit Cards	Payments made with credit cards (Visa and Mastercard only) will require an additional 3% service fee.		0.00	0.00T

Thank you for allowing us to submit this proposal.	Subtotal	\$15,925.00
PLEASE NOTE: Order will be placed upon receipt of signed quote or purchase order, color selections, and down payment. Thank you! We appreciate the opportunity to earn your business!	Sales Tax..	\$0.00
	Total	\$15,925.00

City of Houston WBE
 (Women's Business Enterprise)
 Certificate #12-12-11596

Signature _____

We are proud of a job well done and may spotlight your project on our website or FaceBook. If we do not have your permission to do so, please notify us. Thank you!



ESTIMATE

EST-000078

Texas Sports Field Services

20313 Siesta Shores Dr.
Spicewood TX 78669
U.S.A

Bill To
Sunscape Landscaping
1810 Bench Mark Drive
Austin Texas 78728

Estimate Date : 24 Feb 2019
Expiry Date : 26 Mar 2019
Reference# : Riverplace HOA upper soccer field

#	Item & Description	Qty	Rate	Amount
1	combinator/turf plane strip existing surface to prep for new soil topping(only removing up to the first inch of existing top profile, ie weeds, grass)	26,000.00	0.20	5,200.00
2	Construction entrance for access onto field with material, equipment. Bull rock drive and ramp up onto field surface from the corner of Eagle Trace and Riverplace Blvd. includes removal when complete with job. *Does not include sidewalk damage replacement if it occurs due to weight of equipment.	1.00	2,500.00	2,500.00
3	Loam screened chocolate loam	370.00	28.50	10,545.00
4	Laser grade Finish grade of surface with automated laser level using grade /slope % benchmarks set at rough grade. grade to be set as close to 1.5% to match existing and maintain a 12" crown down the middle draining towards each sideline.	26,000.00	0.15	3,900.00
5	Celebration Hybrid Bermuda Grass Big Roll sod to reduce seams and allow faster grow in. Material and Labor installed	26,000.00	0.60	15,600.00
			Sub Total	37,745.00
			Total	\$37,745.00

Notes

Looking forward for your business.

Terms & Conditions

Bid does not include any form of irrigation duties and responsibility. All existing irrigation heads and valves need to be capped and marked by others prior to renovation start and re-installed after final laser grade and prior to sod installation as well as tested for proper head to head coverage and adequate GPM water requirements for growing in and maintaining a healthy sports turf surface.



ESTIMATE/BID AGREEMENT #575

On this date, August 28, 2018 Ryan Sanders Sports Services, LLC, as Ryan Sanders Sports Turf Services, an independent contractor, with its primary place of business located at 3400 East Palm Valley Boulevard, Round Rock, Texas 78665 ("Contractor"), submits this estimate/bid agreement (this "Agreement") to:

Owner: River Place Limited District (herein "Owner")
Address: 14050 Summit Dr., Suite 103
Austin, TX 78728
Contact: Scott Crosby, Board President
(512) 287-7999
patricia.rybachek@inframark.com

PROPRIETARY/CONFIDENTIAL INFORMATION – This Agreement and the commercial transaction it references replaces all other previously submitted estimates or bids and related information. The below information related to the scope of work or services to be provided by Contractor for Owner/Operator and the amounts to be paid by Owner/Operator to Contractor are confidential and proprietary. The transfer, copying and use of the descriptions and pricing by Owner/Operator with parties other than Owner/Operator or its employees may not be made without the expressed written consent of Contractor. All information in this proposal is subject to the terms and conditions described below.

SCOPE – Contractor shall provide the following groundskeeping and sports turf maintenance or services for Sun Tree Park located at 10607 Sun Tree Cove in Austin, Texas (the "Project"):

- Spray out an estimated 26,081 ft² of contaminated seeded Bermuda with Roundup and Fusilade.
- After the contaminated grass dies out, we will combine the top one inch (1") to rid the field of the contaminates.
- Laser grade field and prep for Big Roll TifTuf sod.

Estimated completion time of the Project is four to five (4-5) regular working days. The commencement and completion of the work described herein this Agreement shall be subject to weather or grounds conditions and per the payment terms described below. Said completion of work shall include appropriate clean-up of materials resulting from Contractor's work.

Owner/Operator will provide the following:

- Access to irrigation controls.
- Place to dump spoils.

Owner/Operator will also provide access utilities such as electricity and potable water as needed, in addition to property information, detailed plans, renderings or drawings, if any. For best results, the Owner/Operator will ensure all personal and private property and other material is cleared and removed.

Additional specifications and details may be attached as an addendum to this Agreement.

COST – In consideration for services rendered and the deployment of Contractor resources for the execution of its duties described herein this Agreement, upon the below Approval, Owner/Operator shall remit to Contractor the full cost of Forty-One Thousand Three Hundred Forty-One Dollars (\$41,341.00 US), plus any applicable state and local taxes.

Owner/Operator must submit a copy of bona fide tax-exempt confirmation documentation upon the execution of this Agreement, if applicable. Per statutes of the State of Texas, failure to provide sufficient tax-exempt confirmation may result in taxes being applied.

VALID FOR THIRTY (30) DAYS. Time is of the essence in this Agreement. Owner/Operator understands the information contained herein may expire and or be revoked after 30 days from the above date unless executed into an Agreement by authorized signature below.

PAYMENT TERMS – An initial down payment equal to Fifty Percent (50%) of the total Cost Due is due and payable upon the execution of this Agreement. Project performance scheduling may be delayed until the initial down payment is made and may result in delays in its completion due to overlapping or conflicting Contractor commitments. Owner's/Operator's right to rescind this Agreement shall terminate upon the receipt of the initial down payment and the final scheduling for the Project. A final installment of the Cost Due will be billed upon the commencement of the last week of the expected Project completion and shall be due in full on the day of the substantial completion of the Project as determined by the Contractor. Owner/Operator understands work may be halted due to delays in payments. A finance charge equal to One Percent (1%) of the outstanding balance shall be applied to accounts not paid in full after thirty (30) days past the due-date and a LIEN will be filed and pursued against the property, or against tenant's rights if applicable, thereafter pursuant to the Texas Property Code. A Waiver of Lien Rights, either upon final payment or through progress payments, may be provided as an addendum to or herein this Agreement. Any resulting finance charges shall be applied and continue monthly until the balance is paid in full. Any collection fees or attorney fees related to the collection of past-due payments or defaults of this Agreement shall be borne by the Owner/Operator. **Checks may be payable to Ryan Sanders Sports Services, LLC.** Non-sufficient funds or declined credit cards will result in additional fees being charged.

FIRM SCOPE AND PRICING – Both parties agree that Costs are firm within the context of the Scope described herein for services. Only work specified within the descriptions herein is agreed to be completed by Contractor. Any work not indicated in the plans or specifications, that must be added, repaired, or replaced because of hidden, concealed, or changed conditions, or that is required for compliance with building codes or other regulations, shall result in a change order, and shall be paid for in full by the Owner/Operator, subject to the terms and conditions of this Agreement. Performance schedules shall be determined upon proper execution of this Agreement. All change orders and/or additional billable expenses or work, including agreed upon allowances, associated with variations to the Scope described herein ("Extras") are to be determined and added to the Cost, including applicable taxes, as necessary and shall become part of this Agreement, under the same terms described herein. Contractor further agrees to give notice to Owner/Operator of all claims for Extras, for requests of extensions of time and for damages for delays or otherwise, promptly and in accordance herein this Agreement. Contractor acknowledges and agrees that any change orders for Extras must be consented to in writing by Owner/Operator. An e-mail approval may serve as adequate confirmation of said approval, such approval becoming binding and therefore billable to Owner/Operator.

Contractor makes no additional warranty, guarantee, or any other assurances, other than those provided by manufacturers, suppliers or vendors of products and/or services. Contractor shall furnish all labor, material, skill and equipment necessary or required to perform all the work in a workmanlike manner for the Project as described. Although it reserves at all times the right to utilize specialized methods, information, or equipment to perform its duties herein, Contractor shall use the degree of skill, efficiency, and knowledge that is possessed by those of ordinary competency and standing in its trade. Contractor shall make the final determination as to the quality of



River Place LD

Financial & Bookkeeper Reports
For the Month of:
January 1, 2019 – January 31, 2019

*Board Meeting Date:
February 26, 2019*

River Place LD

FY2018-19 Annual Financial Calendar

October 2018

- Review September Financials
- Review & Approve the Quarterly Investment Report

April 2019

- Review March Financials
- Review & Approve the Quarterly Investment Report

November 2018

- Review October Financials

May 2019

- Review April Financials

December 2018

- Review November Financials

June 2019

- Review May Financials
- Begin Reviewing Preliminary Budget for the next FY

January 2019

- Review December Financials
- Review Existing Investment Policy for Annual Renewal
- Review & Approve the Quarterly Investment Report
- Review & Approve the Audit Report

July 2019

- Review June Financials
- Review & Approve the Quarterly Investment Report
- Review Certified Tax Values from County
- Continue Reviewing Preliminary Budget for the next FY

February 2019

- Review January Financials

August 2019

- Review July Financials
- Review & Approve Districts Audit Engagement Letter
- Review Tax Rate Recommendations
- Final Review of the next FY Budget

March 2019

- Review February Financials

September 2019

- Review August Financials
- Approve Final Order Setting Tax Rates
- Approve Next FY Budget

River Place LD

Tax Collections Report Chart



	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Total Collected	2018 Levy	Taxes Due
■ 2018 Percentage Collected	1.86%	8.68%	59.14%	93.23%											
■ Current Collections	\$9,068	\$32,893	\$244,196	\$164,413											
■ Prior Years Collections	(\$34)	(\$8)	\$495	(\$187)											
■ 2017 Percentage Collected	1.10%	8.23%	66.77%	94.67%	98.25%	98.85%	99.02%	99.24%	99.46%	99.48%	99.59%	99.59%			
■ Total Collections													\$450,837		
■ 2018 Tax Levy														\$487,505	
■ Total Taxes Due															\$52,529

River Place LD - PARKS

Profit & Loss Budget Performance

January 2019

	Jan 19	Budget	\$ Over Budget	Oct '18 - Jan ...	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
74110 · Tennis Annual Fees	100	200	(100)	2,400	2,700	(300)	3,500
74115 · Facility Rental Income	300	250	50	550	1,000	(450)	3,000
74130 · Nature Trail Contributions	74	92	(18)	452	368	84	1,100
74320 · Property Tax Revenue	165,226	135,325	29,901	451,837	461,571	(9,734)	484,859
74325 · Property Tax Penalty	(34)	0	(34)	125	0	125	0
74380 · Interest on Temp Investments	1,716	1,500	216	6,767	6,000	767	18,000
74390 · Interest on Checking	19	21	(2)	63	84	(21)	250
Total Income	167,401	137,388	30,013	462,193	471,723	(9,530)	510,709
Expense							
Boardwalk							
76300 · Boardwalk - Pond Maintenance	0	455	(455)	760	1,820	(1,060)	5,460
76355 · Boardwalk - Electricity	326	290	36	1,292	1,160	132	3,480
Total Boardwalk	326	745	(419)	2,052	2,980	(928)	8,940
Nature Trail							
76320 · NT - Landscaping	663	663	(0)	2,651	2,652	(1)	7,956
76322 · NT - Utilities	38	53	(15)	149	440	(291)	3,175
76325 · NT - Maintenance Projects	480	475	5	760	750	10	1,500
Total Nature Trail	1,182	1,191	(10)	3,561	3,842	(281)	12,631
Suntree Park							
76220 · SP - Landscaping	2,983	2,983	(0)	11,931	11,932	(1)	35,796
76223 · SP - Maintenance	734	1,333	(599)	6,057	5,332	725	16,000
76224 · SP - Irrigation Repairs	217	256	(39)	770	1,024	(254)	3,075
76225 · SP - Janitorial	130	175	(45)	656	700	(44)	2,100
76226 · SP - Extra Cleaning	0	200	(200)	0	800	(800)	2,400
76250 · SP - Utilities	368	824	(456)	2,924	5,637	(2,713)	21,250
76260 · SP - Park Maintenance Projects	0	0	0	0	0	0	15,900
Total Suntree Park	4,432	5,771	(1,340)	22,338	25,425	(3,087)	96,521
Woodlands Park							
76120 · WP - Landscaping	2,983	2,983	(0)	11,931	11,932	(1)	35,796
76123 · WP - Maintenance	661	2,333	(1,672)	5,510	9,332	(3,822)	28,000
76124 · WP - Irrigation Repairs	18	717	(699)	341	2,868	(2,527)	8,600
76125 · WP - Janitorial	130	175	(45)	656	700	(44)	2,100
76126 · WP - Extra Cleaning	0	200	(200)	0	800	(800)	2,400
76150 · WP - Utilities	377	477	(100)	2,137	1,478	659	5,800
76160 · WP - Park Maintenance Proje...	0	0	0	6,300	6,300	0	11,400
Total Woodlands Park	4,169	6,885	(2,716)	26,875	33,410	(6,535)	94,096
76335 · Management & Operations	7,160	7,250	(90)	28,640	29,000	(360)	87,000
76340 · Auditing Fees	10,000	10,000	0	10,000	10,000	0	10,000
76345 · Legal Fees	0	2,313	(2,313)	9,040	9,252	(212)	27,750
76347 · Tax Assessor-Appraisal Fees	0	0	0	1,735	2,311	(576)	3,950
76350 · Engineering Fees	197	417	(220)	1,918	1,668	250	5,000
76360 · Garbage Expense	15,847	15,250	597	63,389	61,000	2,389	183,000
76450 · Legal Notices & Other Publ.	0	50	(50)	0	200	(200)	600
76460 · Printing & Office Supplies	0	67	(67)	415	268	147	800
76510 · Meeting Expense	0	67	(67)	61	268	(207)	800
76530 · Insurance & Surety Bond	0	0	0	2,919	3,200	(281)	3,200
76540 · Park Events-4th of July	0	0	0	0	0	0	4,100
76541 · Director Per Diems	1,350	750	600	4,050	4,050	0	7,200
76542 · Payroll Expense	103	46	57	310	298	12	550
76543 · Travel Expense	31	29	2	160	116	44	350
76555 · Parks Reservation System	536	242	294	2,060	968	1,092	2,900
Total Expense	45,333	51,073	(5,740)	179,522	188,256	(8,734)	549,388
Net Ordinary Income	122,068	86,315	35,753	282,671	283,467	(796)	(38,679)

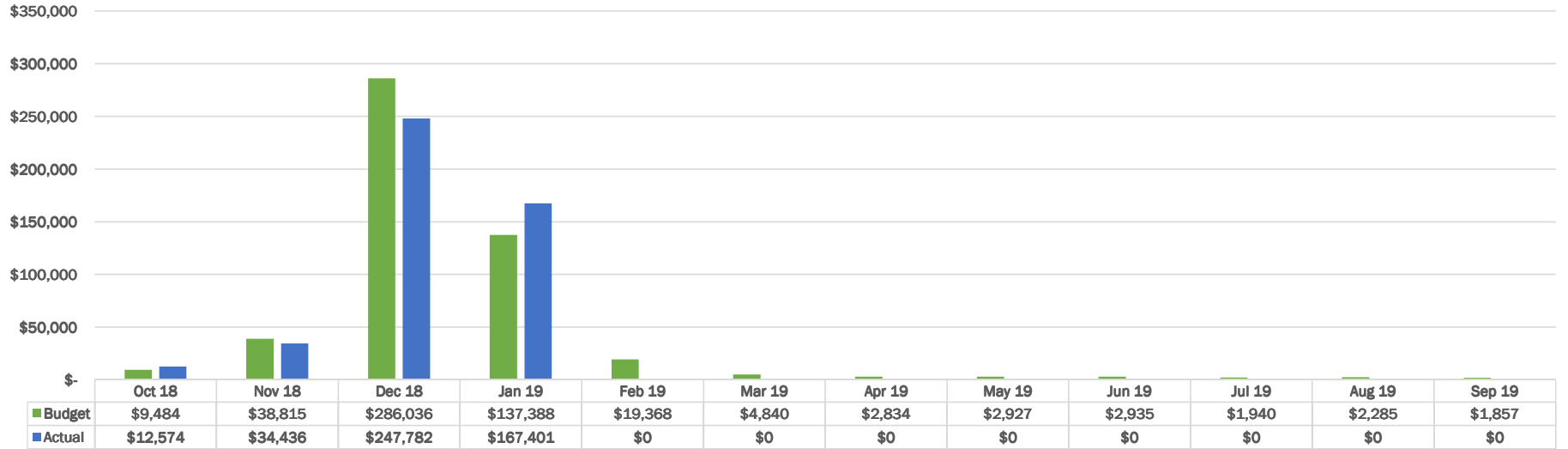
River Place LD - PARKS
Profit & Loss Budget Performance

January 2019

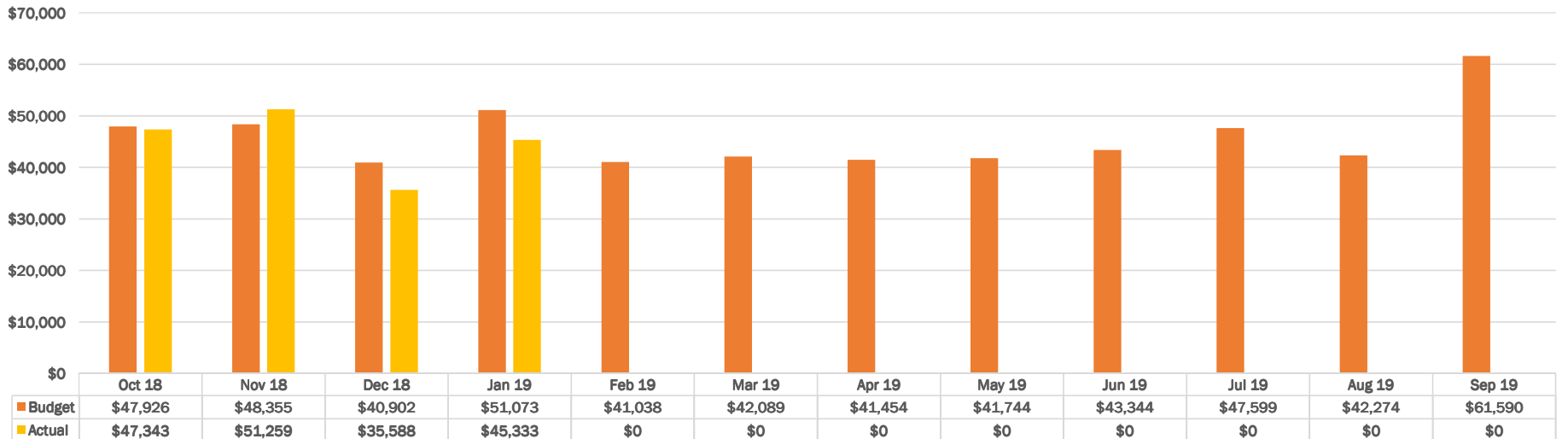
	<u>Jan 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Oct '18 - Jan ...</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
Other Income/Expense							
Other Expense							
Capital Projects							
79010 - CP - Basketball Court Resurf...	0	0	0	0	0	0	7,000
79012 - CP - Practice Fields Resodded	0	0	0	0	0	0	20,000
Total Capital Projects	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>27,000</u>
Total Other Expense	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>27,000</u>
Net Other Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(27,000)</u>
Net Income	<u><u>122,068</u></u>	<u><u>86,315</u></u>	<u><u>35,753</u></u>	<u><u>282,671</u></u>	<u><u>283,467</u></u>	<u><u>(796)</u></u>	<u><u>(65,679)</u></u>

River Place LD - Parks

Monthly Revenue vs. Budget Comparison Chart



Monthly Expense vs. Budget Comparison Chart



River Place LD - PARKS

Balance Sheet

As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
71100 · IBC Parks Fund Checking	24,880.89
71300 · IBC Managers Account	5,099.90
71400 · IBC Reservation Deposit Account	11,149.46
71500 · TexPool - Park Investment Funds	756,040.92
71505 · TexPool - Tax Account	165,692.17
Total Checking/Savings	962,863.34
Other Current Assets	
71510 · Time Deposits - CD	240,000.00
71520 · Accrued Interest Receivable	3,977.68
71600 · Maintenance Tax Receivable	52,528.77
Total Other Current Assets	296,506.45
Total Current Assets	1,259,369.79
TOTAL ASSETS	1,259,369.79
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
72100 · Accounts Payable	38,669.46
Total Accounts Payable	38,669.46
Other Current Liabilities	
72800 · Facility Rental Deposit	500.00
72900 · Deferred Tax	52,528.77
Total Other Current Liabilities	53,028.77
Total Current Liabilities	91,698.23
Total Liabilities	91,698.23
Equity	
73010 · Unallocated Fund Balance	885,000.57
Net Income	282,670.99
Total Equity	1,167,671.56
TOTAL LIABILITIES & EQUITY	1,259,369.79

River Place LD Cash Balance Report February 26, 2019

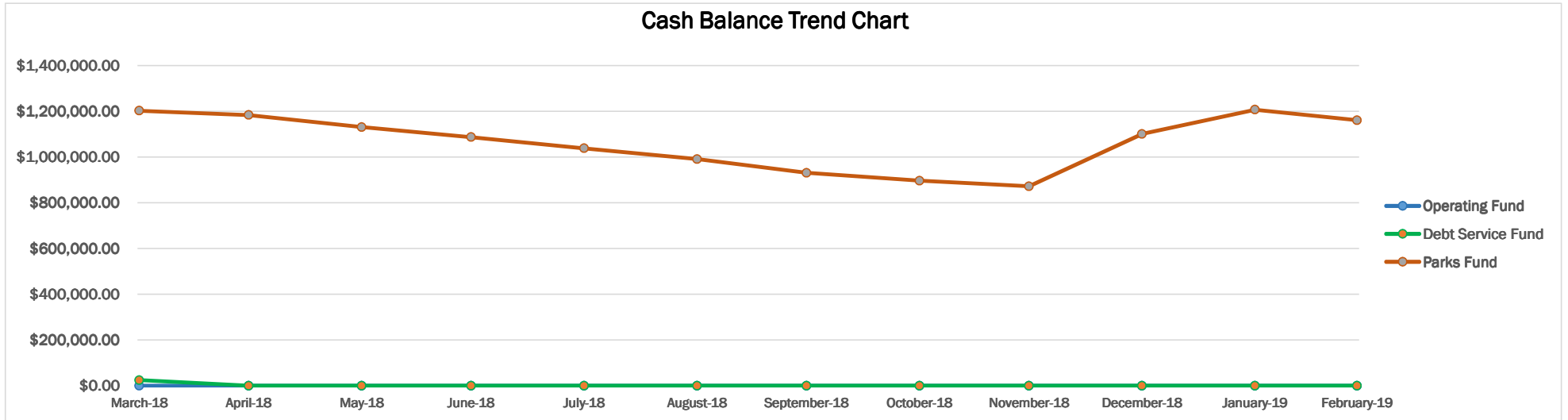
	IBC Parks Checking	IBC Managers Checking	IBC Parks Reservations	TexPool Parks Investments	TexPool Tax Account
Monthly Account Interest Rates	0.50%	0.50%	0.50%	2.2872%	2.2872%
Bank Account Activity for January 2019					
Beginning Bank Balance	7,836.89	5,097.74	10,616.71	555,826.63	245,839.68
Receipts	79,142.50	0.00	600.00	277,997.76	171,010.81
Interest Earnings	12.34	2.16	4.64	1,216.53	499.03
Disbursements	(61,926.17)	0.00	(71.89)	(79,000.00)	(277,997.76)
Ending Bank Balance	25,065.56	5,099.90	11,149.46	756,040.92	139,351.76
Current Reported Account Activity					
Uncleared Account Transactions	278.20				26,340.41
February Check & ACH Disbursements	(47,469.63)	(50.00)	(92.81)		
Maintenance Tax Collection Transfer				165,691.17	(165,691.17)
Transfer to Managers					
Transfer to Parks Checking	47,000.00			(47,000.00)	
Transfer to Parks MM					
Estimated Balance as of 02/26/19	24,874.13	5,049.90	11,056.65	874,732.09	1.00

	<u>Cash Accounts</u>	<u>Investments</u>	<u>Total</u>
Total Operating Funds	0.00	0.00	0.00
Total Debt Service Funds	0.00	0.00	0.00
Total Parks Funds	915,713.77	244,828.93	1,160,542.70
	Total District Funds		<u>\$1,160,542.70</u>

River Place LD
Investment Activity Report
February 26, 2019

Institution	Account No.	Interest Rate	Issue Date	Maturity Date	Beginning Balance	Amount Re-Invested	Amount Withdrawn	Ending Balance	Interest Earned (Accrued)
Operating Fund Investments									
	None							\$0.00	\$0.00
Total Operating Fund Investments					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Fund Investments									
	None							\$0.00	\$0.00
Total Debt Service Fund Investments					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parks Fund Investments									
EastWest Bank	172303407	1.10%	4/26/17	4/26/18	\$240,000.00	\$0.00	(\$240,000.00)	\$0.00	\$0.00
EastWest Bank	172303407	2.40%	4/26/18	4/26/19	\$0.00	\$240,000.00	\$0.00	\$244,828.93	\$4,828.93
Total Parks Fund Investments					\$240,000.00	\$240,000.00	(\$240,000.00)	\$244,828.93	\$4,828.93
Total of all Fund Investments					\$240,000.00	\$240,000.00	(\$240,000.00)	\$244,828.93	\$4,828.93

River Place LD



River Place LD - PARKS
Check Disbursements Report
As of February 26, 2019

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
71100 · IBC Parks Fund Checking				
01/25/2019	ACH	United States Treasury	74-2521040	(206.56)
01/29/2019	ACH	MindBody Processing	Parks Reservations System	(206.31)
02/20/2019	ACH	WC of Texas	Waste Management	(15,847.16)
02/15/2019	ACH	City of Austin	Account: 19455 00000, 10611 1/2 Sun Tree C...	(31.52)
02/25/2019	ACH	City of Austin	Utilities	(1,077.60)
02/26/2019	2257	Arthur A. Jistel	Fees of Office	(1,246.73)
02/26/2019	2258	Arthur A Jistel	Reimbursable Expenses - Parks & Trails	(72.76)
02/26/2019	2259	Adan Ballesteros	Board Meeting Security	(240.00)
02/26/2019	2260	Gray Engineering, Inc.	General Engineering	(196.72)
02/26/2019	2261	Inframark, LLC	Operations & Maintenance Services	(9,248.66)
02/26/2019	2262	Jani-King of Austin, Inc.	Monthly Contract Billing for February 2019	(260.00)
02/26/2019	2263	Maxwell Locke & Ritter	Auditing Fees	(10,000.00)
02/26/2019	2264	McGinnis Lochridge, LLP	Legal Fees	(1,834.88)
02/26/2019	2265	Sunscape Landscaping	Landscape Maintenance - February 2019	(6,845.73)
02/26/2019	2266	CubeSmart	Acct#1003798007	(155.00)
Total 71100 · IBC Parks Fund Checking				(47,469.63)
71300 · IBC Managers Account				
02/04/2019	2679	Rekha Nath	Tennis Key Refund	(50.00)
Total 71300 · IBC Managers Account				(50.00)
71400 · IBC Reservation Deposit Account				
02/10/2019	ACH	TransFirst	Parks Reservations System Discount Fees	(92.81)
Total 71400 · IBC Reservation Deposit Account				(92.81)
TOTAL				(47,612.44)

River Place LD
14050 Summit Drive., Ste 103
Austin, TX 78728



February 27, 2019

TexPool
1001 Texas Ave Suite 1400
Houston, TX 77002
866 - 839-7665 - Phone
866 - 839-3291 - Fax

Inframark, LLC.
Water Infrastructure Operations
14050 Summit Drive
Austin, TX 78728

Tel 512 246-0498
Fax 512 716-0024

Board of Directors,

Re: River Place LD

Please approve the following transfer to allocate the Tax Collections for River Place.

\$165,691.17 from TexPool Tax Account **#2273400006** to TexPool Parks Acct **#2273400546**

Thank you for your assistance in this matter. If you have any questions, please do not hesitate to Kristi Hester @ 512-246-0498x30423.

Sincerely,

River Place LD
Board of Directors

River Place LD
14050 Summit Drive
Austin, TX 78728



February 27, 2019

TexPool Parks Account
1001 Texas Ave Suite 1400
Houston Texas 77002
Ph 866-839-7665
Fax 866-839-3291

Inframark, LLC
Water Infrastructure Operations
14050 Summit Drive
Austin, TX 78728
Tel 512 246-0498
Fax 512 716-0024

RE: River Place LD

Please make the following transfer for River Place LD to fund Parks account for expenses.

From TexPool Acct **#2273400546** (Parks) to Account **#1500118893** (IBC Parks) in the amount of:

\$ 47,000.00

Thank you for your help in this matter. If you have any questions, please do not hesitate to contact Kristi Hester with Inframark at (512) 246-0498x213.

Sincerely,

River Place LD
Board of Directors

2019

January

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S	
					1	2	3
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				