

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
THE RIVER PLACE MUNICIPAL UTILITY DISTRICT**

**November 24, 2015**

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The Board of Directors of the River Place Municipal Utility District of Travis County, Texas met in regular session, open to the public on November 24, 2015 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:

Vacant	President
Kenneth Bartlett	Vice President
Arthur Jistel	Secretary
Pat Reilly	Treasurer
Claudia Tobias	Assistant Secretary/Treasurer

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

Also present were Patricia Rybachek of Severn Trent Environmental Services ("Severn Trent"), the District's General Manager; Herb Edmonson, P.E., of Gray Engineering, Inc. ("Gray"), the District's Engineer; Lee Wretlind, Tim Snyder, and Bailey Ohlson, residents of the District; Mark Maxwell, District Manager for Anderson Mill Limited District; Wick Tobias, Vice-President, of the River Place Homeowners' Association (the "HOA"); and Phil Haag and Suzanne McCalla of McGinnis Lochridge, the District's Attorney.

Upon calling the meeting to order, Director Reilly questioned if there were any residents present who wished to address the Board. Mr. Snyder stated that he was only in attendance to observe the meeting and did not have any questions for the Board at this time.

The Board next discussed the appointment of Mr. Wretlind to the Board to fill the vacancy left by former Director James Casey. Mr. Haag explained the procedures under which a municipal utility district could appoint someone to fill a vacancy on the Board. Ms. McCalla stated that Mr. Wretlind had provided an Affidavit for Director certifying that he meets all of the requirements for serving as a Director of the District. A copy of the Affidavit for Director is attached to these minutes as an exhibit. Ms. McCalla then added that Mr. Wretlind had signed a statement that he had not bribed anyone to vote for his appointment to the Board. Mr. Haag stated that Mr. Wretlind has agreed to serve as a Director of the District to fulfill the term of former Director Casey through 2018. Upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board voted unanimously to appoint Mr. Wretlind to fill the vacant term of office. Mr. Wretlind then executed the Oath of Office, which was unanimously approved after a motion duly made by Director Reilly and seconded by

Director Tobias. A copy of the signed Statement and the executed Oath of Office are attached to these minutes as exhibits.

The Directors next considered the need to reconstitute the Board of Directors, pursuant to the requirements of Section 49.054(b) of the Texas Water Code. After discussion, upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board voted unanimously to elect the Directors to the offices indicated:

Patrick Reilly	President
Kenneth Bartlett	Vice President
Arthur Jistel	Secretary
Lee Wretlind	Treasurer
Claudia Tobias	Assistant Secretary/Treasurer

Then, upon a motion duly made by Director Tobias and seconded by Director Jistel, the Board voted unanimously to authorize the District's Attorney to file a revised District Registration Form with the Texas Commission on Environmental Quality, as required. A copy of the District Registration Form is attached hereto and made a part of these minutes.

Next, Director Reilly introduced Mr. Maxwell and explained that Mr. Maxwell had been the District Manager for Anderson Mill Municipal Utility District ("Anderson Mill") during Anderson Mill's transition from a municipal utility district to a limited district. Director Reilly continued that pursuant to the Strategic Partnership Agreement with the City of Austin (the "City"), the District would be annexed by the City on December 31, 2017. He added that on that date, the District would be converted into a Limited District. The Limited District would need to be ratified by registered voters during the uniform General Election in May 2018. Director Reilly stressed the need to notify the District's voters about the pending election to confirm the Limited District, and the Board concurred. Mr. Maxwell then reviewed with the Board several handouts that depicted the ways in which Anderson Mill notified its voters about the confirmation election for Anderson Mill. Copies of the handouts are attached hereto as exhibits to these minutes. The Board discussed with Mr. Maxwell the District's options for notifying the public. After further discussion, the Board thanked Mr. Maxwell for his attendance at the meeting. The Board agreed that notifying the District's resident voters about the upcoming election to confirm the Limited District was an important concern.

The next item of business was approval of the monthly consent agenda containing the minutes of the September 22, 2015, regular meeting and payment of bills and expenses. Upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board voted unanimously to approve the Consent Agenda as presented.

Next, the Board discussed the landscape maintenance around the District's lift stations (the "Property"). Director Reilly recalled that the District had requested that the District's General Manager obtain a revised proposal from TexaScapes as well as

additional proposals from other contractors for maintenance of the Property on an "as needed" basis. Ms. Rybachek stated that she continued to try and obtain proposals and that she would have additional proposals for consideration by the Board at the District's December meeting. She noted that because this was a smaller job and only performed on an "as needed" basis, it was difficult to find contractors willing to submit proposals. Director Wretlind pointed out that the HOA's landscaper might be willing to submit a proposal for the Project. He stated that the HOA's landscaper was already in the area and that performing the landscape maintenance in the District on an "as needed" basis may not be an issue. Ms. Rybachek agreed to contact the HOA's landscaper regarding the Project.

Director Jistel then discussed with the Board the erosion repairs required at the Woodlands Park in the District. He presented a proposal from Capital Landcare to install bull rock in the park and to remove two small culverts that are located under the granite trail and install a new larger culvert at total cost to the District of \$4,400. Director Jistel noted that this was the first step in the process to prevent continued erosion at the park. After discussion and a motion duly made by Director Tobias and seconded by Director Jistel, the Board voted unanimously to approve the proposal from Capital Landcare. A copy of the proposal, thus approved, is attached hereto as an exhibit to these minutes.

Next, the Board considered the request by the HOA's Firewise Committee to do maintenance work on the District's 323 acres. After discussion, upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board voted unanimously to allow the Firewise Committee to perform the discussed maintenance work on the District's 323 acres, contingent upon the Firewise Committee receiving approval by all required regulatory agencies.

Mr. Tobias then updated the Board on the status of the HOA's water rate case against the City. Mr. Tobias stated that the approximately \$750,000 remaining out of the \$800,000 paid to the HOA by the City for the payment of the District's debt service obligations was in the process of being placed in an escrow account to be used by the HOA as needed.

Director Reilly then noted that Ms. Ohlson wished to address the Board regarding an update on her proposed improvements to the trails within the District. Ms. Ohlson explained that she had previously presented a proposal on the River Place Municipal Utility District Erosion Project (the "Erosion Project") as part of her effort to achieve a Girl Scout Gold Award at the District's June 23, 2015, Board of Directors meeting. Ms. Ohlson reminded the Board that her plan was to repair nine locations along the trail in the District that have eroded. She then briefly reviewed with the Board her Erosion Project and pointed out the areas of the trail that were most in need of repair. She pointed out the muddy and pooling areas of the trail and detailed her plans for repair of the areas, including the use of gravel and water flow diversion to help alleviate the erosion issues. She estimated that the total costs to make the repairs would be

\$500.00, which amount was approved by the Board at the June meeting. After her presentation, the Board thanked Ms. Ohlson and added that if additional funds were required for the Erosion Project, Ms. Ohlson should present a request to the Board for consideration, and Ms. Ohlson agreed.

Next, the Board received reports from District consultants. The Consultant Reports are included in the Board Packet, a copy of which is attached hereto as an exhibit to these minutes.

General Manager – Ms. Rybachek presented the General Manager's report in its entirety and as included in the Board Packet. She discussed with the Board the options for a plaque listing Mr. Casey's years of service to the District, and she presented a proposal from Southwest Monument & Sign ("Southwest") to provide, deliver, and install the plaque at the Woodlands Park Pavilion at a total cost to the District of \$3,000. After discussion, upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board voted unanimously to: (1) approve Option 1 as presented; (2) approve the proposal by Southwest to provide, deliver, and install the plaque; and (3) approve the placement of the plaque on the right side of the Pavilion, as discussed. A copy of the proposal from Southwest is attached to these minutes as an exhibit.

The Board then discussed the District's newsletter, scheduled to be mailed out in January 2016. After discussion, Ms. Rybachek stated that the January 2016 newsletter would include: (1) a District resident survey; (2) information on the recent improvements throughout the District; and (3) information about Ms. Ohlson's Erosion Project.

The Board also discussed the possibility of a District-maintained website. Ms. McCalla agreed to forward to Ms. Rybachek and the Board a memorandum from McGinnis Lochridge regarding items required to be included on a district website.

Engineer – Mr. Edmonson presented the engineering report in its entirety, a copy of which is contained in the Board Packet. He reported on a drainage issue at 10809 Range View in the District. He stated that Gray Engineering was reviewing the situation to determine the best long-term solution. Mr. Edmonson added that he would present proposals to resolve the drainage issues at the District's December meeting.

Attorney – Mr. Haag stated that he had nothing additional to report.

Director Jistel updated the Board on the status of the parks in the District. He noted that all the sports fields had been over-seeded and that the wildflowers had been planted.

The Board then considered the appointment of new members to the District's Committees. After discussion, upon a motion duly made by Director Jistel and seconded by Director Tobias, the Board agreed to the following changes in the Committees:

**THE RIVER PLACE MUNICIPAL UTILITY DISTRICT**  
**November 22, 2015**  
**Minutes Attachments**

1. Affidavit of Director for Lee Wretlind;
2. Statement of Appointed Officer for Lee Wretlind;
3. Oath of Office for Lee Wretlind;
4. Anderson Mill Limited District Information Packet;
5. Capital Landcare Proposal;
6. Southwest Monument & Sign Proposal; and
7. Board Packet.