

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF
SPRINGWOODS MUNICIPAL UTILITY DISTRICT**

July 14, 2009

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

The Board of Directors of Springwoods Municipal Utility District met in a regular meeting at a regular meeting place of the District open to the public on July 14, 2009 at 9117 Anderson Mill Road, Austin, Texas, pursuant to notice duly given in accordance with law. A copy of the Certificate of Posting of said Notice is attached hereto as **Exhibit "A"**.

The roll was called of the members of the Board, to-wit:

James Buchanan	-	President
Jim Sagnes	-	Vice President
Kelly K. Campbell	-	Treasurer
Michael Weems	-	Secretary
Rodney Hargrave	-	Assistant Secretary and Treasurer

and all of the Directors were present, except for Director Weems, thus constituting a quorum. Also present at the meeting were Richard Fadal of TexaScapes, Inc.; Andrew Hunt of SWWC Services, Inc.; Ben Whaley of Emerald Security; Mark Maxwell of MaxWebs Co.; Bill Burke of Clearwater Management, Inc.; Autumn Phillips of Municipal Accounts & Consulting, L.P.; Camila Joseph of Milajo Consulting; Tanya Emmons of Pinnacle Texas; Don May of D & J Company; and Gregg Krumme of Armbrust & Brown, L.L.P.

Director Buchanan called the meeting to order at 6:00 p.m. and noted there were no residents there to address the Board. He announced the Board would first discuss and consider taking necessary action regarding District management services, including a review of responses for request for proposal and awarding contract. Mr. Krumme informed the Board that Southwest Water had filed a lawsuit against Crossroads, that included a temporary injunction against Crossroads from soliciting business from Districts that were under contract with Southwest Water. Mr. Krumme stated that there was a hearing scheduled for Wednesday, which hopefully would clarify whether the judge would put a temporary injunction in place or dismiss the temporary restraining order all together. Mr. Krumme stated that as a result, Crossroads was not at the meeting tonight and recommended that the Board postpone the item. The Board discussed these issues and directed that that item be tabled.

Director Buchanan stated that the Board would next discuss and consider taking necessary action regarding the District's restrictive covenant enforcement services, including review of responses to request for proposal and awarding contract. Director Buchanan stated that the Board would hear from each company that submitted a proposal to provide restrictive covenant enforcement services who was here at the meeting and first called Don May of D&J Company to the podium. Director Sagnes reminded the Board that D&J is currently providing restrictive covenant enforcement services for Anderson Mill MUD. Mr. May described the

services that he is providing for Anderson Mill MUD and some of the procedures they follow. Director Sagnes asked whether there were about 3,000 homes in Anderson Mill and Mr. May confirmed that there were. Director Hargrave asked about how many hours he devoted to Anderson Mill. Mr. May said that it was about 60 hours per month. The Board discussed the issues and criteria for providing restrictive covenant services to the District. Director Buchanan next discussed the Emerald Security proposal. Director Buchanan stated that he had contacted Emerald Security about this proposal and stated that one of the benefits with Emerald Security is that they would be in the District on a daily basis, but that Mr. Whaley would have to educate himself on the covenants and the processes of the District. Mr. Buchanan next introduced Camila Joseph, who addressed the Board. Director Buchanan asked Ms. Joseph about her experience, she stated that she was a manager at Wells Branch and was in customer service for 6 years. She stated that some of her responsibilities included elements of restrictive covenants enforcement. Ms. Joseph did state that she was used to dealing with irate customers in her customer service duties. The Board discussed covenant enforcement in the District with her. Director Buchanan next introduced Tanya Emmons with Pinnacle. Ms. Emmons informed the Board that her company had spent the last year specializing in this type of services for districts and had customized software. Ms. Emmons also stated that she had experience dealing with areas that had a variety of covenants that differed between different subdivisions. The Board thanked each bidder for their proposal and stated that they would make a decision when they were in a position to make a decision on general manager's services.

Director Buchanan stated that the Board would next receive a report from the District's drainage channel, park maintenance and composting contractor and discuss and consider taking necessary action thereto, including any amendment to the landscape services contract to add an option for periodic maintenance at the section of Lake Creek tributary from Anderson Mill Road to confluence with Lake Creek. Richard Fadal of TexaScapes, Inc. addressed the Board. Mr. Fadal reported that they were treating a few fire ant mounds that had cropped up and had mowed the area at the storm wall project near Saddlebrook. Mr. Fadal and the Board discussed irrigation schedule for the parks. Director Sagnes moved that the Board approve an amendment to the Master Landscape Services Contract to add the Saddlebrook channel for maintenance on a periodic basis as approved by the Board from time to time. Director Hargrove seconded the motion, which passed unanimously.

Director Buchanan stated that the Board would next discuss and consider taking necessary action regarding the District pool and maintenance, repairs, and improvements to the District pool facilities including the extension of the sidewalk along swimming pool frontage. Bill Burke of Clearwater Management addressed the Board. Mr. Burke reported that the swim team season had wrapped up and that things at the pool were going great. Mr. Burke provided the Board with a handout report, a copy of which is attached hereto as **Exhibit "B"**. The Board and Mr. Burke discussed pool operations. Director Sagnes stated that he would like the Board to consider, at a future date, establishing a dog day at the swimming pool after the pool season has ended. The Board agreed to discuss that at the next meeting.

Director Buchanan stated the Board would next consider approving the meeting minutes of the June 9, 2009 Board meeting. Director Campbell moved that the Board approve the minutes. Director Hargrave seconded the motion, which passed unanimously.

Director Buchanan stated the Board would next receive a report from the District's general manager, and discuss and consider taking necessary action related thereto. Andrew Hunt of SWWC Services, Inc. addressed the Board. Mr. Hunt directed the Board's attention to the manager's report in the Board's packet. Mr. Hunt stated that he deducted \$266.00 from their bill due to his failure to get additional work pre-approved as required by his contract. Mr. Hunt also reported that the shelving project in the kitchen was ongoing. Mr. Hunt and the Board discussed storm water drainage maintenance on some streets in Hunter's Chase. Mr. Hunt next directed the Board's attention to the Restrictive Covenant Enforcement report set forth in his report. Mr. Hunt stated that he had received a complaint from 12507 Wistful Cove that a shed in the neighbor's yard had been constructed without ACC approval. Mr. Hunt agreed to provide a picture of the violation. The Board also discussed a violation at 8908 Bubbling Springs regarding a vacate house. Mr. Hunt stated that he would provide a picture of that house as well. Mr. Krumme stated that he would try and check on the status of payment of property taxes. Director Buchanan asked Mr. Hunt to email the pavilion and field reservation sheets to he and Director Sagnes every two weeks. Mr. Hunt agreed to do so.

Director Buchanan stated the Board would next receive a report from the District's bookkeeper, and discuss and consider taking any necessary action relating thereto, including payment of the bills and invoices. Autumn Phillips of Municipal Accounts addressed the Board and provided the Board with a handout of a supplemental bill register, a copy of which is attached hereto as Exhibit "C". Ms. Phillips reviewed the financial reports with the Board, as well as the budget and three transfer letters. Director Campbell moved that the Board approve the three transfers of funds. Director Sagnes seconded the motion, which passed unanimously. The Board also directed Ms. Phillips to move the certificate of deposit shown as maturing back into the Texpool account on its maturity date. The Board discussed expense reimbursement and per diems for the CASE Conference. Director Sagnes moved that the Board approve up to four per diems and three nights of hotel stay for the conference from Thursday through Saturday. Director Hargrave seconded the motion, which passed unanimously. After discussion the Board voided check nos. 1009 and 1031. Director Campbell moved that the Board approve the payment of bills and invoices as set forth on Exhibit "C", except for those two checks. Director Hargrave seconded the motion, which passed unanimously.

Director Buchanan stated the Board would next receive a report from the District's security patrols contractor. The Board and Mr. Whaley discussed the timing for lights to be on and off in the park. Mr. Hunt agreed to check on the lighting schedule.

Director Buchanan stated the Board would next receive a report from Mark Maxwell of MaxWebs Co. regarding the District's website, newsletter and other District communications and discuss and consider taking necessary action related thereto. Mark Maxwell addressed the Board. Mr. Maxwell provided the Board with samples of publications from Anderson Mill MUD regarding annexation. The Board discussed a publication of information to residents regarding annexation and the possibility of as continuing as a limited district. The Board also discussed items for the newsletter.

Director Buchanan stated that the Board would next discuss and consider taking necessary action regarding maintenance, repairs and improvements to the District park, including replacement of District office roof. Director Buchanan reported that two companies had come

out to look at the District's roof, but that the District didn't have any bids so far but he was still working on it.

Director Buchanan stated that the Board would next discuss and consider taking necessary action regarding the District pool and maintenance, repairs and improvements to the District pool facilities including extension of sidewalk along swimming pool frontage. Director Buchanan stated that the District needed to follow up with the developer for his \$2,500.00 contribution. Director Buchanan agreed that he would provide the information to Mr. Krumme and that Mr. Krumme would follow up with a letter.

Director Buchanan stated that the Board would next discuss and consider taking necessary action relating to the District's MS4 permit, including annual report, implementation items and coalition meeting. Mr. Krumme informed the Board that there was a coalition meeting scheduled for Friday. The Board directed that Director Buchanan attend that meeting.

At 8:38 p.m. Director Buchanan announced that the Board was going to convene in executive session for purposes of receiving legal advice from the District's attorney under Section 551.071 of the Texas Government Code. The Board closed the executive session at 9:15 p.m. and reconvened the regular meeting with no action being taken in executive session.

Director Buchanan stated the Board would next receive a report from the District's attorney, including a report regarding Texas State Library and Archives Commissions mandatory minimum retention record periods for district records and requirements under the District's records management program and consider authorization of destruction of records. Mr. Krumme summarized for the Board the policy and that there were records that should probably be destroyed at this point. After discussion, Mr. Krumme agreed to provide the Board with an inventory of documents for destruction.

There being no further action to come before the Board, upon motion by Director Hargrave and second by Director Sagnes, the meeting was adjourned at 9:25 pm.



Michael Weems, Secretary
Board of Directors