

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 22

Tuesday, March 4, 2025

The State of Texas

County of Travis

The Board of Directors of Travis County Municipal Utility District No. 22 (the "District") held a meeting, open to the public, at 12:30p.m. outside the boundaries of the District at the offices of LJA Engineering, Inc., located at 7500 Rialto Boulevard Building II, Suite 100, Austin, Texas 78735, on Tuesday, March 4, 2025, and the roll was called of the directors of the Board.

The following Board members were present, thus constituting a quorum:

Name	Position	Attendance
Nate Gilbert	President	Absent
Brandon Epps	Vice President	Present Arrived at 1:07pm
Homero Garcia	Secretary	Present
Travis Brewer	Treasurer	Present
George Huntington	Director	Present

Also present at the meeting were:

John Carlton from The Carlton Law Firm PLLC, Lauren Crone and Dan Ryan from LJA Engineering, Inc.; Nur Labardini from Municipal Accounts & Consulting, L.P.; Nachele Vail and Jack Meredith from Masonwood HP, Ltd.; Mark Smith from Smiths Hover; Mike Morin from Crossroads Utility Services; and John Barganski and Austin Ficken from Masterson Advisors, LLC.

**Item #1. Call meeting to order and establish quorum.** Director Garcia called the meeting to order at 12:38 p.m., and the Board considered the agenda items in the order described below.

**Item #2. Public Comments.** *Individuals may address the Board on matters related to the District. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Board of Directors. No formal action, discussion, deliberation, nor comment will be made by the Board of Directors.* None.

**Item #3. Consider and act on the minutes from the Board of Directors February 11, 2025, meeting.** Director Huntington moved to approve the minutes as presented. Director Garcia seconded the motion, and the motion passed 3-0.

**Item #4. Consider and act regarding Engineering, Construction and Development matters, including:**

- a. Report from District Engineer regarding pending engineering, construction and development activities;**
- b. Award of contracts for construction, pay estimates and change orders for public infrastructure improvements serving the District; and**
- c. Acceptance of completed public infrastructure improvements for ownership, operation and/or maintenance.**

Ms. Crone presented the Engineering Report. She explained that Crossroads is working to install the trash chute, and the operation is working for now.

**Item #5. Consider and act regarding Wastewater Treatment and Disposal Capacity and related Retail Wastewater Service matters, including:**

- a. Amendment of Permit No. WQ0015201001 for the disposal of treated wastewater effluent to relocate drip fields, and authorizing LJA Engineering to prepare and file application for amendment of Permit at Texas Commission on Environmental Quality to relocate drip fields; and**
- b. Receive report from District Engineer regarding capacity used by existing customers.**

Ms. Crone advised that the permit amendment was submitted to the Texas Commission on Environmental Quality and that she is awaiting comments. The wastewater treatment plant flow was higher, and this appears to be related to faucets and freeze drippings during the freeze that occurred on 1/17/2025-1/22/2025. Mike Morin confirmed it was the result of the freeze. Director Brewer asked whether the plant visibility from lots would be affected and if it is possible to screen the plant on paint. Mr. Morin stated that the plant could be painted green but would need special paint to do so. Director Garcia asked about screening with trees. Mr. Morin stated yes, but it is costly and that there are several alternatives. Ms. Crone stated that she can gather information about cost if the Board is interested. Director Garcia asked Ms. Crone to conduct the research and circle back with the results.

**Item #6. Consider and act regarding District Management, Drainage and Wastewater Operations Services, including:**

- a. Report from District Operator regarding wastewater, stormwater management and operations services, administration, and customer billing and collection services.**
- b. Report from District Operator regarding maintenance and repair of District retention pond facilities; and**
- c. Expenditures for maintenance and operation of District facilities and lands.**

Mr. Morin presented the report. He explained that there are 411 connections, for 1233 people. Mr. Morin also discussed the need for AUC to repair the blower at plant #1. He has reached out but no

response so far. Mr. Meredith said he will reach out to AUC. Mr. Morin explained that one of the chlorine pumps is acting up. Mr. Morin presented a proposal for the flow meter to determine how much effluent is being recirculated throughout the plant. Mr. Carlton asked whether this should have been provided by the AUC. Ms. Crone stated it was not. Director Garcia asked about the bids. Mr. Morin responded, stating that the proposal is from contractors that Crossroads uses, and he is very comfortable with the proposal. Director Brewer asked whether it will meet TCEQ's requirements. Director Huntington moved to approve proposal 202515 for \$16,069.00. Director Garcia seconded the motion, and the motion passed 3-0. Mr. Morin said the ponds are all in good condition. Director Huntington asked about the generator operation during the freeze. Mr. Morin noted there is no update yet. Director Garcia asked about construction at end of Ankole. Mr. Meredith said he will follow up since he is not aware of the status of the construction.

**Item #7. Consider and act regarding the financial report from District's Bookkeeper, including:**

- a. Monthly financial reports; and**
- b. Payment of bills and invoices.**

Ms. Labardini presented the monthly financial report, checks 2686-2702 for approval, and reviewed account balances. Director Garcia moved to approve payment of bills and invoices, and financial reports. Director Huntington seconded the motion, and the motion passed 3-0.

**Item #8. Consider and act on Smiths-Haven request for annexation of property into the District.**

Director Epps arrived at 1:07 p.m.

Mr. Barganski presented a financial analysis and high-level annexation analysis noting the project could be bonded for offsite costs. Mr. Carlton asked about the total bonding authority of the District. Mr. Barganski said the total bonding authority is not sufficient for the current developer. Director Huntington asked if they annexed could that increase the bonds? Mr. Barganski replied that it would take either a bond election for additional bonding capacity or a separate defined area election. Director Brewer asked if this would help lower the tax rate for the current residents? Mr. Barganski stated it would not and this would actually extend the debt service obligation. Mr. Carlton advised that they need to consult with bond counsel regarding the defined area issues. Mr. Barganski said he expects the tax rate to begin reducing in about 5 years.

Director Brewer asked whether the District can be reimbursed for the full development costs and contracts? Mr. Carlton said the contracts are limited to authorized bonds. Director Brewer stated that he was thinking that the answer would be good for the District, but it is clearly not. Mr. Barganski said that is correct. Director Huntington is interested in additional information. Mr. Smith discussed additional issues. Mr. Meredith noted the assessed value of the proposed area is small compared to Provence. Mr. Carlton suggests reaching out to McCall Parkhurst. Director Epps asked for that information. Director Huntington asked about the Smiths-Haven and Masonwood information to discuss. Mr. Brewer requested an estimate of wastewater needs.

**Item #9. Consider and act on Lake Travis ISD request for out of District services.** Ms. Crone stated that LJA is still working through the analysis and will present at the next meeting.

**Item #10. Consider and act on Property and Maintenance Agreement between District and HOA.**

Tabled for the next meeting.

**Item #11. Consider and act on report from Masonwood HP, Ltd. regarding development activities in the District.**

Ms. Vail presented a report regarding the development activities. Ms. Vail said street inspections are being conducted. No action was taken.

**Item #12. Consider and act on conveyance of real property interests for public infrastructure improvements.**

Mr. Carlton discussed the conveyance. No action was taken.

**Item #13. Consider and act regarding easements for Hamilton Pool Road Water Transmission Line Improvements Project, including acquisition of easements necessary to complete construction of the line;**

- a. Tax ID 810803 & 810804 – Kelly R. and Douglas E. Warriner
- b. Tax ID 119194 & 951802 – Sheel Seidler and Estate of Peter Seidler
- c. Tax ID 907522 – Signal Hill HOA
- d. Tax ID 772113 – Penridge Eleanor Gorman

Mr. Carlton discussed the easements with the Board. No action was taken.

**Item #14. Consider and act on the Resolution Authorizing the Acquisition of Easements by Purchasing or Condemnation for Hamilton Pool Road Water Transmission Line Improvements Project.**

- a. Tax ID 936012 – The Close, LLC
- b. Tax ID 119345 – Michael Peyton McDonald
- c. Tax ID 772112 – Francisco and Frank Bahena

Mr. Carlton discussed the Resolution with the Board. Director Epps moved to approve the Resolution Authorizing the Acquisition of Easements. Director Huntington seconded the motion, and the motion passed 4-0.

**Item #15. Consider and act on the acceptance of assignment of easements for Hamilton Pool Road Water Transmission Line Improvement Project from Masonwood HP, Ltd.** Mr. Carlton discussed the assignment of easements for Hamilton Pool Road Water Transmission Line Improvement. Director Epps moved to approve the assignment of easements. Director Brewer seconded the motion, and the motion passed 4-0.

**Item #16. Consider and act on designating a Subcommittee for Easement Acquisition.** Director Garcia moved to have Director Gilbert and Director Epps as the subcommittee for easement acquisition. Director Epps seconded the motion, and the motion passed 4-0.

**Item #17. Consider and act on the Resolution Regarding Public Participation at Open Meetings and make changes as appropriate.** Mr. Carlton discussed the Resolution with the Board. Director Garcia moved to approve the Resolution Regarding Public Participation. Director Huntington seconded the motion, and the motion passed 4-0.

**Item #18. Consider and act on the Review of the Records Management Program and make changes as appropriate.** Mr. Carlton explained the current Records Management Program to the Board. Director Epps moved to approve the Resolution Confirming Review of the District Records Management Policy. Director Garcia seconded the motion, and the motion passed 4-0.

**Item #19. Consider and act on the Resolution Approving Preliminary Official Statement; Authorizing Distribution of Preliminary Official Statement and Publication of a Notice of Sale of Bonds and Approving Other Related Matters.** Director Brewer asked about the Preliminary Official Statement and about the debt ratio. Mr. Barganski said it is 12.5-13% historically, but now it is at 13.5-14%, which is acceptable in the current market. Mr. Carlton explained the need for approval of the Preliminary Official Statement and Disclosure. Director Epps moved to approve the Resolution Approving Preliminary Official Statement. Director Garcia seconded the motion, and the motion passed 4-0. Mr. Barganski also requested approval for an investment rating to help attract investors. Director Epps moved to approve the disclosure series. Director Garcia seconded the motion, and the motion passed 4-0. Director Epps moved to approve Masterson to seek a rating for the District. Director Huntington seconded the motion, and the motion passed 4-0.

**Item #20. Consider and act regarding legal matters including:**

- a. **Cause No. D-1-GN-21-001519; *Masonwood HP, Ltd. v. JPH Capital, Ltd., John Hatchett and Sandra Hatchett*; in the 201<sup>st</sup> Judicial District Court, Travis County, Texas;** Mr. Meredith noted the closing will occur in the third week of March.

**Item #21. Consider and act regarding schedule for future board meetings.** The next meeting is scheduled for Tuesday, April 8, 2025, at 12:30 p.m. at the LJA Engineering office located at 7500 Rialto Boulevard Building II Suite 100, Austin, Texas 78735. Director Huntington moved to adjourn the meeting. Director Garcia seconded the motion, and the motion passed 4-0.

The meeting adjourned at 1:59 p.m.

  
Homero Garcia, Secretary