

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

Wednesday, August 20, 2025

THE STATE OF TEXAS

COUNTY OF TRAVIS

The Board of Directors of Travis County Municipal Utility District No. 22 (the "District") held a special meeting, open to the public, at 12:00p.m. outside the boundaries of the District at the offices of The Carlton Law Firm, PLLC., located at 4301 Westbank, Suite B-130, Austin, Texas 78746, on Wednesday, August 20, 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	Present
Homero Garcia	Vice President	Present
Chris Madden	Secretary/Treasurer	Present
Vacant	Director	
Vacant	Director	

**Also present at the meeting were:**

John Carlton and Elizabeth Humpal from The Carlton Law Firm PLLC; Nur Labardini from Municipal Accounts & Consulting, L.P.; Mike Morin from Crossroads Utility Services; Nachele Vail, Jack Meredith and Jim Meredith from Masonwood HP, Ltd.; John Barganski from Masterson Advisors, LLC; Lauren Crone from LJA Engineering, Inc.; Keith Moody and Alan Putnam from Moody Engineering Inc; Ashlee Martin from McCall Gibson Swedlund Barfoot P.L.L.C.; and Will Heathcroft from Lake Landscaping.

**Item #1. Call meeting to order and establish quorum.** Director Gilbert called the meeting to order at 12:39 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. Discuss and consider the minutes from the Board of Directors June 24, 2025, and July 23, 2025, meetings.** Director Garcia moved to approve the meeting minutes for June 24, 2025 and July 23, 2025. Director Gilbert seconded the motion, and the motion passed 3-0.

**Item #4. Consider and act on financial report from District's Bookkeeper, including:**

- a. Monthly financial reports;
- b. Payment of bills and invoices; and
- c. Investment report for 2<sup>nd</sup> quarter.

Ms. Labardini presented the monthly financial report, bills and invoices for payment, 2<sup>nd</sup> quarter investment report, and checks 2733 to 2771. Director Gilbert moved to approve payment of bills and

invoices, financial reports, 2<sup>nd</sup> quarter investment report, and checks 2733 to 2771. Director Garcia seconded the motion, and the motion passed 3-0.

**Item #5. Considering taking action regarding 2025-26 budget.** Ms. Labardini presented the proposed 2025-2026 budget, which is analyzed based on the current year's expenses 9 months to date. Mr. Morin advised that he needs to review the proposed budget for possible changes, as a pending landscaping contract will impact the budget. No action taken.

**Item #6. Discuss and consider taking action regarding 2025 tax rate including:**

- a. establishing proposed tax rate and taking record vote;**
- b. authorizing expense and publication of "Notice of Hearing on Tax Rate" in Newspaper; and**
- c. acknowledging and approving posting of "Notice of Hearing on Tax Rate" to home page of district website.**

Mr. Barganski reported on the proposed 2025 tax rate. Director Gilbert moved to approve the proposed tax rate of \$0.85. Director Garcia seconded the motion. Director Madden voted yes, Director Gilbert voted yes, Director Garcia voted yes. Director Gilbert made a motion to approve the expense, publication, and posting as presented. Director Madden seconded the motion, and the motion passed 3-0.

**Item #7. Consider and act regarding the review of continuing engagement letter from auditor.** Ms. Martin presented the proposal regarding continuing engagement with McCall Gibson Swedlund Barfoot Ellis PLLC. Director Garcia made a motion to approve continuing engagement with auditor. Director Gilbert seconded the motion, and the motion passed 3-0.

**Item #8. Discuss and consider proposals for District Engineering Services and take action as needed.** Mr. Moody presented a proposal for District Engineering Services. The proposal named Alan Putnam as the manager for the District's account. Director Garcia made a motion to approve the proposal. Director Gilbert seconded the motion, and the motion passed 3-0. Ms. Crone will coordinate the transfer of records.

**Item #9. Consider and act on Engineering, Construction and Development matters, including:**

- a. Discuss and 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;**
- c. Acceptance of completed public infrastructure improvements for ownership, operation and/or maintenance;**
- d. Consider and act on Lake Travis ISD request for out of District services.**

Mr. Moody will work with LJA Engineering to transition services. No action taken.

**Item #10. 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.**

Ms. Crone reported on the amendment application for the wastewater permit WQ0015201001, advising that it is still in process with the TCEQ, no comments have been received, and the draft permit has been sent to the TCEQ Chief Clerk's office for final notice. No action taken.

**Item #11. Consider and act on 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 reported that the flows of the wastewater treatment plants are roughly the same. Mr. Morin explained maintenance issues and that one of the blowers is overheating. Lastly, Mr. Morin explained that collection services are going well and there are no write-offs.

Mr. Jack Meredith explained that since the plant is expanding the District may need to look at potential changes to the plant. Mr. Morin agreed and will work with the District's Engineer on this issue. Mr. Moody stated that he will work with Mr. Morin and the plant's Operations team to get new the expansion planned.

Mr. Morin presented a proposal to repair the detention ponds to clear silt in the pond in Phase 1, Section 4a to comply with County requirements.

Ms. Vail proposed using different landscaping services for pond maintenance, and recommended using Lake Landscaping, as they are already contracted with the Homeowner's Association ("HOA"). Ms. Vail recommended holding off on proposals until an amended proposal for work is received.

Director Madden asked for clarification regarding whether the removal of vegetation and silt are part of the proposal. Mr. Morin explained that he received proposals that morning and had not had a chance to review them in detail, but stated the proposals included a discount for a second year if the District agreed to a 2 year contract. Mr. Heathcroft, from Lake Landscaping, explained the proposals. Mr. Morin asked for a third proposal for reducing the frequency of mowing for detention ponds. Ms. Humpal clarified that the pond maintenance contract would be with the HOA, and the District would potentially reimburse the HOA. There was additional discussion related to scope of services between consultants and vendors. Mr. Carlton suggested the discussion related to scope of services continue after the meeting and that the consultants present their recommendations at the next meeting. No action taken.

**Item #12. Consider and act on report from Masonwood HP, Ltd. regarding development activities in the District, including:**

- a. HOA Landscaping Services**
- b. Landscaping Pond Maintenance RFQ**

Ms. Vail stated these items were discussed as part of Agenda Item 11.

Mr. Jim Meredith stated that there are two parcels, the Harris Tract and the Smith Tract, that are adjacent to the District that need wastewater services. Mr. Jim Meredith has been discussing with the Harris Property owner about potentially releasing commercial tracts if residential tracts can come in. Mr. Jim Meredith explained that these assets would be a big benefit to the District because the home values are more than \$700,000 for only 70-80 lots. No action taken.

**Item #13. Consider and act on updates to Resolutions regarding Designating Signatory Authority of the District.**

Director Gilbert moved to update the Resolution to reflect Director Madden as a signatory. Director Garcia seconded the motion, and the motion passed 3-0.

**Item #14. Consider and act on easements for Hamilton Pool Road Water Transmission Line Improvements Project, including acquisition of easements necessary to complete construction of the line.**

- a. Tax ID 936012 – The Close, LLC
- b. Tax ID 907522 – Signal Hill HOA
- c. Tax ID 119316 – Hamilton Pool Mixed-Use, LLC

Ms. Vail explained that there are three easements remaining. The acquisition for easements for Signal Hill HOA and Hamilton Pool Mixed-Use, LLC should be completed in a few weeks. The easement agreement for The Close, LLC is currently with the Nature Conservancy for approval. No action taken.

**Item #15. Consider and act on schedule for future board meetings.**

The next board meeting is scheduled for Wednesday, September 17<sup>th</sup> at 12:30 p.m.

**Item #16. Adjourn.**

The meeting adjourned at 1:40 p.m.



Chris Madden, Secretary