

MINUTES OF MEETING  
OF THE  
BOARD OF DIRECTORS

THE STATE OF TEXAS §

COUNTY OF WILLIAMSON §

ROUND ROCK MUNICIPAL UTILITY DISTRICT NO. 1 §

The Board of Directors ("Board of Directors" or "Board") of Round Rock Municipal Utility District No. 1 (sometimes referred to herein as the "District") met in special session, open to the public, on the 11<sup>th</sup> day of June, 2020, by telephone conference to mitigate the spread of COVID-19 pursuant to the guidance provided by the Office of the Attorney General of the State of Texas, and the roll was called of the members of the Board, to-wit:

Mitchell Schwartz	President
William James Mosley	Vice President
Dwain K. Halm	Secretary
Tim B. Agee	Treasurer/Asst. Secretary
Moses Kim	Asst. Secretary

All members of the Board were present by telephone at the commencement of the meeting, except Mitchell Schwartz. The record shall reflect that Director Schwartz joined the meeting just after the discussion in item 1 and prior to the vote in item 2 herein. All directors present at the time the vote was taken voted on all items that came before the Board. Also present by telephone were Marc Druck and Kimberly Studdard of Winstead PC ("Winstead"), attorneys for the District; Justin Taack of Bott & Douthitt, PLLC ("Bott & Douthitt"), bookkeeper for the District; Ronnie Moore of Carlson, Brigance & Doering, Inc. ("CB&D"), engineers for the District; and Patrick Murphy of KB Home Lone Star, Inc. ("KB Home"), representing the developer of the lands within the District.

Marc Druck explained a few guidelines for the telephone conference meeting regarding a request that each Board member confirm their name prior to making any motion or voting on such matters to insure that the public record of the meeting would be heard and accurately recorded. Notification to the public was given that the meeting was being recorded. The meeting was then called to order, evidence was presented that public notice of such meeting had been given as required by law and notice provided that the meeting would be recorded.

1. The Board called for public communications and comments however, none being heard, the Board moved on to the next item of business. The record shall reflect Director Schwartz entered the meeting at this time.

2. The Board confirmed receipt of the Minutes from the February 19, 2020 special Board meeting and upon motion by Director Agee, seconded by Director Mosley, said minutes were unanimously approved.

3. Kimberly Studdard then confirmed administration of Oaths of Office and Statements of Officer forms to Mitchell Schwartz and Tim B. Agee, and receipt of executed forms, prior to the

start of the meeting as relates to the reelection of Directors Schwartz and Agee effective May 2, 2020.

4. With regard to the status of development in the District, Pat Murphy noted extensive Phase 1 construction plans were previously submitted to the City of Round Rock ("City") and that those plans are currently under review by the City's Planning and Zoning Commission ("P&Z"). Mr. Murphy also noted, approval is expected from P&Z later this month and that KB Home is expecting to close on the purchase of property within Phase 1 of the District and to commence construction on Phase 1 by the middle of August 2020.

5. With regard to the engineer's report as to the first phase of development, Ronnie Moore with CB&D confirmed a tentative August 2020 construction commencement date, but noted those dates can fluctuate based on reviewing persons' schedules and the various channels of approval within the City, Williamson County and Jonah Water Special Utility District. Given the tentative timeline, Mr. Moore recommended the Board authorize formal bidding and advertisement thereof for construction contracts related to the first phase of development. Upon motion by Director Agee, seconded by Director Kim and unanimously carried, formal bidding and advertisement of Phase 1 construction contracts was approved. Mr. Druck then recommended the Board take additional action with regard to accepting bids related to the initial phase of development. Upon motion by Director Agee, seconded by Director Kim, acceptance of bids for construction contracts related to Phase 1 development was unanimously approved. It was noted that once the bids had been received and reviewed by CB&D, Mr. Moore would submit a formal recommendation as to the award of such contract to the Board.

6. Mr. Druck then presented the Board with an Order Adopting Section 49.2731 Electronic Bidding Rules, a copy of which is attached hereto as **EXHIBIT "A"**, should the District engineers propose to recommend handling any future construction bids in such an allowable manner, and upon motion by Director Mosley, seconded by Director Agee and unanimously approved, said Order Adopting Section 49.2731 Electronic Bidding Rules was approved.

7. The Board then reviewed a form Assessment and Collection Agreement with Williamson County ("Tax Collection Agreement"), attached hereto as **EXHIBIT "B"**, for the collection of District taxes, and upon motion by Director Schwartz, seconded by Director Mosley, the Tax Collection Agreement and execution of the final version thereof was unanimously approved. Additionally, Mr. Druck presented the Board with a Resolution Authorizing Agreement with the County of Williamson for Collection of Taxes ("Resolution"), attached hereto as **EXHIBIT "C"**, as required by Williamson County, and upon motion by Director Mosley, seconded by Director Kim and unanimously carried, said Resolution was approved.

As also relates to the initial levy of taxes within the District, Mr. Druck recommended the Board authorize a formal request to the Williamson Central Appraisal District ("WCAD") for an initial District tax roll for 2020. Upon motion by Director Agee, seconded by Director Mosley, authorization of a formal request to the WCAD for an initial tax roll for 2020 was unanimously approved.

8. Kimberly Studdard then confirmed status of completion of Cybersecurity Training by Board under HB 3834 and deadlines surrounding completion of said training by directors.

9. Due to technical issues, Justin Taack had to temporarily drop off the call. Kimberly Studdard then discussed with the Board two separate proposals for Cash Activity Reports prepared by Bott & Douthitt in advance of the meeting, one of which showed payment of expenditures from the District's operating account and the other proposal showing expenditures made from the District's manager's account. Ms. Studdard explained Bott & Douthitt prepared the separate proposals to allow directors' fees and related expenses to be paid directly by principals of Bott & Douthitt rather than out of the operating account since the directors were not able to actually meet in person at this time, and therefore, might not be available to sign checks. Ms. Studdard noted, she'd be coordinating with the Board following the meeting for execution of documents approved at such, and at that time, she believed checks could be signed by the Board and funds distributed out of the usual operating account. At that time, Mr. Taack rejoined the call and confirmed the same. Upon motion by Director Agee, seconded by Director Mosley and unanimously carried, the Board approved the Cash Activity Report, attached hereto as **EXHIBIT "D"**, and the disbursement of checks from the District's operating account as outlined therein.

7. The Board then discussed and confirmed there was no need to set a next meeting date at this time, but it was noted that most likely, the Board will need to meet next in August.

There being no further business to conduct, Director Schwartz moved that the meeting be adjourned, which motion was seconded by Director Agee, and unanimously approved, and the Board adjourned until the next scheduled meeting date.

APPROVED AND ADOPTED this 19<sup>th</sup> day of August, 2020.



Dwain K. Halm, Secretary  
Board of Directors  
Round Rock Municipal Utility District No. 1

