

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF
NORTH AUSTIN MUNICIPAL UTILITY DISTRICT NO. 1**

March 16, 2020

THE STATE OF TEXAS §
 §
COUNTIES OF TRAVIS §
 AND WILLIAMSON §

A regular meeting of the Board of Directors of North Austin Municipal Utility District No. 1, open to the public, was held on March 16, 2020, at the Rattan Creek Community Center, 7617 Elkhorn Mountain Trail, 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:

Donald G. Conklin	-	President
Jo Jones	-	Vice President
Diana Christiano	-	Secretary
Kim Green	-	Treasurer/Assistant Secretary
Rachel Beaulieu	-	Assistant Secretary/Assistant Treasurer

and all of said Directors were present, thus constituting a quorum. Also in attendance at the meeting were Andrew Hunt with Crossroads Utility Services, L.L.C. and Marc Marroquin with Premier Recreation Management Services, LLC. Kevin Flahive with Armbrust & Brown, PLLC attended via teleconference.

Director Conklin called the meeting to order at 6:04 p.m. and stated that the Board would first receive citizen communications. There were no residents in attendance to address the Board.

Director Conklin then stated that the Board would receive the accountant's report and consider bills, invoices, pay estimates, transfers and investments. Mr. Hunt handed out the cash activity report, attached as **Exhibit "B"**, for review. The Board discussed various invoices and statements. Upon motion from Director Conklin and second by Director Jones, the Board voted unanimously to approve payment of the bills, invoices, pay estimates, and transfers as proposed.

The Board then discussed other such matters, including future agenda items. Director Conklin noted that Governor Abbott recently declared a State of Disaster in Texas due to the Coronavirus (COVID-19) pandemic. Director Conklin stated that he thought that the Board needed to establish certain protocols to ensure continuity of essential District operations during the pandemic. To that end, Director Conklin presented the Resolution Establishing Emergency Expenditure Committee, Procedures for Approval of Expenditures and Transfers, and Signature of Disbursements (the "**Resolution**") attached as **Exhibit "C"**. Director Conklin stated that he thought that the Board should consider establishing procedures for the approval of expenditures on behalf of the District, including establishing an Emergency Expenditures Committee (the "**Committee**"). Director Green stated that she agreed and that it was good to


have a back-up plan. Director Christiano asked Director Conklin if individual Board members would be able to review invoices and communicate directly with the proposed Committee to give input on invoices. Director Beaulieu stated that she felt that the full Board should have the opportunity to review invoices. The Board then discussed various issues related to the conduct of District business during the pandemic, including suspension of meetings and Governor Abbott's temporary modifications to Open Meeting Act procedures. Director Conklin then posed several procedural questions to Mr. Flahive regarding the proposed emergency procedures. Mr. Flahive stated that the Resolution provides that the Committee would have the authority to approve payment of expenditures and transfers and that the District's accountant would be able to sign checks and authorize transfers when approved by the Committee, with some limitations as described in the Resolution. Mr. Flahive stated that Board members contacting each other regarding invoices may be considered a "walking quorum", and therefore a violation of the Open Meetings Act. Mr. Flahive continued reviewing the details of the Resolution and the proposed emergency procedures with the Board. Mr. Flahive noted that just earlier in the day the Governor's office had updated procedures related to the Open Meeting Act during the pandemic. Mr. Flahive stated that the Board may have the option to conduct future meetings by teleconference, and that his office was currently reviewing the updated procedures to determine whether teleconference meetings were feasible for the Board. The Board discussed various additional emergency matters, including closures of the pool and other District facilities, related signage needs, postponing events, suspension of meetings, delinquent utility accounts, and communication with residents via social media. Director Conklin stated that he would discuss with Mr. Flahive's office the additional items the Board wished to discuss at the March 18th Board meeting so that a supplemental agenda could be posted in accordance with Section 551.045 of the Texas Government Code due to an emergency or public necessity. Upon motion from Director Conklin and second by Director Green, the Board voted unanimously: (i) to establish an Emergency Expenditure Committee and to appoint Director Green and Director Christiano to serve on the Committee, with Director Beaulieu as an alternate Committee member; (ii) to authorize the Committee to approve expenditures and transfers during the pandemic; (iii) authorize the District's accountant to sign for expenditures and transfers when approved by the Committee and (iv) to approve the Resolution as presented. The motion passed unanimously.

Upon motion from Director Green and second by Director Jones, the Board voted unanimously to adjourn the meeting 7:58 p.m.

(SEAL)



Date: May 20, 2020


Diana Christiano, Secretary
Board of Directors