

MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS

LOST CREEK LIMITED DISTRICT

Travis County, Texas

November 15, 2017

The Board of Directors of Lost Creek Limited District of Travis County, Texas, convened in a regular meeting at the Lost Creek Limited District administrative office located at 1305 Quaker Ridge Drive, Austin, Travis County, Texas, on Wednesday, November 15, 2017. Lawful and proper notice of the time, place and the subject of the meeting was posted at the place and time required by law.

Directors: Leah Stewart
Eric Castro
Chuck McCormick
Andy Bitner
Madeleine Connor

District Attorney: Tony Corbett (General Counsel)

Bookkeeper/Manager/Deed

Restriction Enforcement Officer: Jim Emmons (Pinnacle Texas Management Services)

Residents and guests: See Attached Sign-in Sheet

1. Board Convenes, and Roll Call (Agenda Item 1)

Director McCormick called the meeting to order at 6:34 p.m. All directors were present except Director Stewart, thus constituting a quorum.

2. Citizen Communications (Agenda Item 2)

A resident of the District spoke regarding fire mitigation and wild fire threats to the Lost Creek Community. She requested that the District continue to work with the Austin Fire Department and clear brush from additional lands to mitigate the risk of fire. She also suggested the District contact the Austin City Council representative and other community groups regarding the issue. She noted that the City of Austin was conducting a free training session the following Saturday.

Another resident also expressed support for the Lost Creek community organizations to work together in connection with community issues. She also presented comments regarding City of Austin solid waste collection and recycling services, CodeNEXT and dark skies matters.

3. **Boulder Trail Park Garden (Agenda Item 3)**

A Westlake High School student addressed the Board and asked for Board authorization to construct a garden at Boulder Trail Park as a class project. He described the proposed project and answered questions from the Board. After discussion, Director Castro moved that the Board provide conceptual approval for the project, but require that a final design be presented and approved by the Board prior to commencement of any construction activities. Director Connor seconded the motion, which carried unanimously (4-0).

4. **Limited District Annual Report (Agenda Item 7(d)(i)(2))**

The Board discussed the draft Annual Report to residents. The Board identified proposed wording revisions. After discussion, Director Castro moved that the Board approve the Annual Report and authorize distribution subject to the following: (i) confirmation and possible clarification of the 2016 and 2017 tax year data; (ii) clarification that the District accommodated more than 400 community gatherings; and (iii) correction of spelling of the word "comment". Director Bitner seconded the motion, which carried unanimously.

5. **Announcements (Agenda Item 4)**

Mr. Emmons described handouts and documents for Board execution.

6. **Consent Agenda (Agenda Item 5)**

Director Connor presented comments regarding the draft meeting minutes. After discussion, Director Castro moved that the Board approve the Consent Agenda subject to deletion of the last sentence in Agenda Item 2 of the October 18, 2017 meeting minutes. Director Bitner seconded the motion, which carried unanimously.

7. **Deed Restriction Enforcement (Agenda Item 6)**

Mr. Emmons presented his monthly deed restriction enforcement officer report regarding potential deed restriction violations. The Board authorized Mr. Emmons to proceed with communications to the owners of properties in potential violation of applicable restrictions as identified in the written Deed Restriction Enforcement Report.

Director Castro noted that he had no additional information to report regarding interactions with the LCNA regarding ACC Guidelines and Procedures for deed restriction coordination and enforcement.

8. **Financial Affairs and Budget Matters (Agenda Item 7(a))**

Director Bitner provided a brief monthly financial report. The Board took no action with respect to the report.

9. **CodeNext Revisions (Agenda Item 7(b))**

The Board tabled consideration of this matter.

10. **Solid Waste Collection and Recycling Services (Agenda Item 7(c))**

Director McCormick noted that the Lost Creek Civic Organization conducted a meeting regarding the transition of solid waste and recycling services to the City of Austin. The Board took no action regarding the matter.

11. **Communications With Residents (Agenda Item 7(d))**

The Board discussed potential communications with residents regarding City of Austin solid waste collection and recycling services. The Board directed the General Manager to not send the prior draft newsletter communication, but to instead proceed with an email communication.

12. **Firewise Activities (Agenda Item 7(e))**

Mr. Emmons presented a proposal from Sanchez and Sons Services for brush clearing activities in an area encompassing approximately 65,600 square feet to mitigate fire risk. After discussion, Director Bitner moved that the Board approve the brush clearing proposal at a total cost not to exceed \$45,850, and to authorize the General Manager to expend an additional \$5,000 for additional services that may be required. Director Connor seconded the motion, which carried unanimously.

13. **Accessibility Modifications (Agenda Item 7(f))**

Mr. Emmons reported that the architect recommended that the District retain a structural engineer to provide services regarding the ramp improvements. After discussion, Director Castro moved that the Board approve retaining the structural engineer at a total cost not to exceed \$3,000 subject to final review and approval of the contract by the District's legal counsel. Director Bitner seconded the motion, which carried 3-1, with Director Connor voting against the motion.

Mr. Emmons also provided a report regarding the status of contract negotiations with a contractor for the interior bathroom accessibility improvements. He noted that he was in the process of securing a payment bond from the contractor.

14. **District Safety and Security Issues (Agenda Item 7(g))**

Director McCormick stated that there had been no developments on this item.

15. **Parking and Safety Matters (Agenda Item 7(h))**

This matter was tabled.

16. **Potential Sale and Development of Marshall Tract (Agenda Item 7(i))**

This matter was tabled.

17. **Potential Construction of Dog Park (Agenda Item 7(j))**

Director Connor provided a brief status report.

[Editor's Note: The Board requested that Agenda Item Nos. 7(g),(h) and (i) be removed from future meeting agendas until a change in status occurs.]

18. General Manager's Report (Agenda Item 8)

Mr. Emmons presented his monthly General Manager report. Among other matters, he noted that the windows had been cleaned at the Administrative Office and that the office had been used by Travis County as an election polling location. He also announced the schedule for installation of holiday lights. Mr. Emmons also reported that the installation of a new kiosk had been delayed by the City of Austin. The Board took no action regarding the report, but requested that the kiosk matter be included on the Board's next meeting agenda.

19. Meeting Dates (Agenda Item 9)

The Board scheduled its January 2018 meeting for January 17, 2018.

20. Adjournment (Agenda Item 10)

Upon a motion by Director Castro, the Board adjourned the meeting at 8:08 p.m.



Secretary



BOARD OF DIRECTORS MEETING
LOST CREEK LIMITED DISTRICT

November 15, 2017

SIGN IN SHEET

NAME (Please Print)	ADDRESS (optional)	TELEPHONE (optional)
1 Sandy Whitney	1481 Thadders Cove	512.330.4245
2 Carter Doyme	Thadders Cove	
3 Bash Szala	1322 Thadders Cove	
4 Darlene Hyzaf	1309 Thadders Cove	
5 Megan Hens	1213 RRD	
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**BOARD OF DIRECTORS MEETING
LOST CREEK LIMITED DISTRICT**

November 15, 2017

SPEAKER SIGN IN SHEET

	NAME (Please Print)	ADDRESS	TELEPHONE / EMAIL / CONTACT INFORMATION
1	MAJOR OSWALD		Majoroswald@icloud.com
2	Barla Doigne		
3	Barbare Szalay		
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