

**MINUTES OF REGULAR MEETING**  
**BOARD OF DIRECTORS**

**LOST CREEK LIMITED DISTRICT**  
**Travis County, Texas**

**December 12, 2018**

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, December 12, 2018. 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)  
Scott Tschihart (Special TML Litigation Counsel)  
Robert Kleeman (Special Counsel)

Bookkeeper/Manager/Deed  
Restriction Enforcement Officer: Jim Emmons (Pinnacle Texas Management Services)

Residents and guests: See Attached Sign-in Sheet

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

Director McCormick called the meeting to order at 6:30 p.m. All directors were present.

2. **Citizen Communications (Agenda Item 2)**

A resident spoke regarding the District's administrative and operations expenses. He provided a handout to the Board members with financial information.

Another resident spoke to the Board regarding a multitude of topics including payments to the District's architectural consultant for the administrative office project, payments to the District's manager, the accuracy of meeting minutes, and treatment of Director Connor by the remainder of the Board.

3. **Announcements (Agenda Item 3)**

Mr. Emmons summarized handouts distributed to the Board of Directors and documents for execution.

4. **Consent Agenda (Agenda Item 4)**

Director Connor requested that invoices from Croslin Associates be pulled from the agenda. The remainder of the Board said there were no such invoices in the packet or under consideration. Director Castro then moved that the Board approve the Consent Agenda. Director Stewart seconded the motion, which carried unanimously.

5. **Election Matters (Agenda Item 5(a))**

Mr. Emmons confirmed receipt of executed Statements of Officer from each of the elected directors. Mr. Corbett then administered the Oath of Office to each of the newly elected directors. After discussion, Director Castro moved that the Board approve the Statements of Officer, Oaths of Office, Director Bond, and otherwise find that the elected directors qualified to assume the duties of director. Director Stewart seconded the motion, which carried unanimously.

[Editor's Note- Chris Vetromile and Megan Marrs assumed the duties of director at this point in the meeting.]

Former Directors Castro and McCormick then made statements to the public expressing appreciation to the public, family members, fellow directors, consultants, and individual members of the community for their support and service to the District. The Board then presented plaques and expressed its appreciation for the service of Directors Castro and McCormick.

6. **Executive Session (Agenda Items 6 and 10)**

At 7:08 p.m., Director Stewart announced that the Board would go into Executive Session to seek legal opinion and advice from the District's litigation counsel regarding pending litigation with respect to Agenda Item 6. Director Connor did not participate in the Executive Session and requested that the minutes reflect her opposition to the foregoing Executive Session.. The Board of Directors, Scott Tschirhart, Mr. McCormick and Mr. Castro participated in the Executive Session. The Board reconvened the meeting at 7:36 p.m. Director Stewart announced that no decisions, actions or votes were taken in Executive Session.

At 7:37 p.m., Director Stewart announced that the Board would go into Executive Session to seek legal opinions and advice from Attorney Robert Kleeman regarding Agenda Item 10. At 8:39 p.m., Director Stewart reconvened the meeting and announced that no final decisions, actions or votes were taken in Executive Session.

7. **Board Officer and Committee Matters (Agenda Item 7)**

The Board discussed officer positions. After discussion, Director Stewart moved that the Board approve the following officer positions:

President- Leah Stewart

Vice President- Megan Marrs

Secretary- Madeleine Connor

Treasurer- Andy Bitner

Assistant Secretary/Treasurer- Chris Vetromile

Director Bitner seconded the motion, which carried unanimously.

The Board then considered committee membership. After discussion, Director Stewart moved that the Board approve the following committee assignments:

Stratus Application Committee- Directors Marrs and Connor

Firewise and Dark Skies Committee- Directors Vetromile and Connor

Strategic Partnership Agreement and Budget Committee- Directors Stewart and Bitner

Communications Committee- Directors Stewart and Bitner

Parks, Recreation and Beautification Committee- Directors Marrs and Vetromile

Director Bitner seconded the motion, which carried unanimously.

Director Stewart moved that the Board authorize General Counsel to update and file the District Registration Form. Director Marrs seconded the motion, which carried unanimously.

**8. Deed Restriction Enforcement Matters (Agenda Item 8)**

Mr. Emmons provided his monthly deed restriction enforcement report. The Board directed him to send courtesy notices and otherwise try to contact owners of property with potential violations.

**9. Financial Affairs (Agenda Item 9(a))**

Director Bitner presented his monthly financial report.

**10. Investment of District Funds (Agenda Item 9(b))**

The Board discussed the investment of District funds, including the potential investment of funds in TexPool and the laddering of Certificates of Deposit. The Board requested that the next meeting agenda include an item to open a TexPool Account and to further consider the investment of District funds, including in certificates of deposit.

11. **Communications (Agenda Item 9(c))**

The Board tabled consideration of this matter.

12. **Criminal Activity (Agenda Item 9(d))**

The Board discussed the creation of a citizen task force for crime within the Lost Creek Community. The Board reviewed a list of residents who expressed interest in serving on the committee. Director Stewart moved that the District invite LCNA to attend the initial task force meeting. Director Marrs seconded the motion. The motion carried 4-1 with Director Connor voting against the motion. The Board then discussed District participation in the meeting. After discussion, the Board concurred that the task force meeting would be posted as a meeting of the Board in case a quorum of directors elected to attend. The Board requested that the General Manager schedule the first task force meeting.

13. **Proposal from Croslin & Associates to Provide Construction Administration (Agenda Item 9(e))**

The Board discussed a proposal from Croslin & Associates to provide construction administration services for construction of the accessibility services to the District's administrative office. After discussion, Director Stewart moved that the Board authorize the services in a quantity not to exceed eight hours (\$1,400) without further Board authorization. Director Bitner seconded the motion, which was approved unanimously.

14. **Stratus Application (Agenda Item 10)**

The Board discussed the Stratus Application Committee. Director Stewart moved that the Committee members appointed by the Board, and not others, be authorized to work on the items discussed with the District's special counsel in executive session. Director Marrs seconded the motion, which carried unanimously.

15. **General Manager's Report (Agenda Item 11)**

Mr. Emmons presented his monthly General Manager report. He reported that there had been minor vandalism in Boulder Trail Park and a water leak in the park. He also reported on the proposed schedule for street repairs by the City of Austin, and that the Country Club agreed to provide access to the greenbelt for brush clearing activities of the District. Mr. Emmons also provided a report on the status of median maintenance.

16. **Meeting Dates (Agenda Item 12)**

The Board scheduled a January meeting for January 16, 2018.

17. **Adjournment (Agenda Item 13)**

Director Bitner moved to adjourn the meeting at 10:46 p.m. The meeting adjourned at 10:46 p.m.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

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Secretary





**BOARD OF DIRECTORS MEETING**  
**LOST CREEK LIMITED DISTRICT**

December 12, 2018

**SPEAKER SIGN IN SHEET**

	NAME (Please Print)	ADDRESS	TELEPHONE / EMAIL / CONTACT INFORMATION
1	✓ Andres Salvador	1520 Bell Creek Way	(512) 417 5870
2	✓ <del>Megan Harris</del>	1213 GR	
3	Barbara Szalay		
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