

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

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

**November 24, 2020**

The Board of Directors of Lost Creek Limited District of Travis County, Texas, convened in a regular meeting on Tuesday, November 24, 2020. Lawful and proper notice of the time, place and the subject of the meeting was posted at the place and time required by law. In accordance with the Governor’s emergency proclamation suspending certain provisions of the Texas Open Meetings Act effective March 16, 2020 in response to the COVID-19 pandemic, the meeting was conducted remotely. All persons, including members of the public, could participate in the meeting by telephone or weblink in accordance with the instructions set forth on the meeting agenda.

Directors: Leah Stewart  
Chris Vetromile  
Megan Marrs  
Andy Bitner  
Madeleine Connor

District Attorney: Tony Corbett (General Counsel)

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

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

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

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

A resident expressed appreciation for the service of Director Connor, and presented comments regarding the proposed rules of decorum, the 2020 Director Election, and the 2016 Director Election.

Another resident spoke regarding the form of the District’s financial report. He requested that the District’s “core” expenses be separated from discretionary expenses.

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

Director Stewart announced the Board’s appreciation for the prior service of Director Connor.

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

After discussion, Director Bitner moved that the Board approve the Consent Agenda with the exception of the October 21, 2020 minutes. Director Stewart seconded the motion, which carried 4-0-1 (with Director Connor abstaining).

With respect to the October minutes, Director Marrs identified proposed corrections relating to her prior statements at the October meeting. Director Stewart moved that the Board approve the minutes subject to incorporation of the proposed corrections. Director Vetromile seconded the motion, which carried 4-0-1 (with Director Connor abstaining).

5. **Deed Restriction Matters (Agenda Item 5)**

Jim Emmons presented the monthly deed restriction enforcement report. The Board authorized him to send courtesy notices to property owners in potential violation of the restrictions. .

6. **General Manager Report (Agenda Item 6)**

Tanya Emmons provided the monthly General Manager report. She referenced the written report included in the Board packets, and answered Board questions. The Board took no action in response to the report.

7. **Financial Affairs (Agenda Item 7)**

Director Bitner presented his monthly financial report. The Board took no action in response to the report.

8. **District Park, Greenbelt, Pavilion, Meeting Room and Amenity Rules (Agenda Item 8)**

The Board briefly discussed the implementation of the District's recent rules relating to reservations for use of Boulevard Park. The Board took no action.

The Board also discussed the greenbelt user fee program. Mr. Emmons noted that the fee revenues collected during the prior weekend did not cover the District's expenses. The Board directed that the General Manager have the discretion to institute fee collections based on greenbelt use.

9. **Security Patrols (Agenda Item 9)**

Director Bitner moved that the Board approve the contract documents with the Travis County Sheriff's Office for 2021 security patrol services and authorize execution thereof. Director Stewart seconded the motion, which carried 4-0-1 with Director Connor abstaining.

Director Stewart moved that Board authorize security patrols to continue through December 31, 2020 under the existing contract. Director Vetromile seconded the motion, which carried unanimously (5-0).

The Board then considered whether to continue Austin Police Department patrols at the greenbelt. Director Stewart moved that the General Manager authorize APD patrols at the greenbelt when user fee collections were reinstated. Director Marrs seconded the motion, which carried 4-0-1 with Director Connor abstaining.

**10. Fence Replacement at Boulevard Park (Agenda Item 10)**

Tanya Emmons reported that a resident requested that the District replace a fence at Boulevard Park. She presented three bids for replacement of the fencing. The Board directed the General Manager to secure additional fence pricing from Patriot Fencing and to seek additional information to confirm that the existing fence is located on District property.

**11. Annual Review of District Management Contractor (Agenda Item 11)**

Director Marrs reported that she had met with representatives of Pinnacle regarding an annual review process, and to develop a schedule of actions by the firm. The Board took no action in response to the report.

**12. Communications with Residents (Agenda Item 12)**

Director Marrs discussed Board communications with residents, and how to improve the dissemination of District information. She suggested the Board provide additional information on the District's website. The Board took no action but concurred that it would take the matter under advisement.

The Board considered the draft Annual Report to residents. Director Stewart moved that the Board authorize Director Bitner and the General Manager to finalize the Annual Report and send it to residents. Director Connor seconded the motion, which carried unanimously.

The Board briefly discussed deannexation of the District from the City of Austin. Mr. Corbett and Director Bitner referenced provisions in the Amended and Restated Strategic Partnership Agreement that prohibit the District from pursuing legislation that challenges the agreement or the prior annexation of the District. The Board discussed the matter, but took no action.

**13. Rules of Decorum (Agenda Item 13)**

After discussion, Director Connor moved that the Board approve the amended Bylaws as presented subject to the revision of Sections 3.07 as discussed. Director Marrs seconded the motion, which carried 4-0-1, with Director Connor abstaining.

**14. Election Matters (Agenda Item 14)**

Director Stewart moved that the Board approve the issuance of certificates of election to the newly elected directors. Director Marrs seconded the motion, which carried unanimously.

The Board discussed the schedule for the newly elected directors to qualify and assume the duties of director.

**15. Marshall Tract (Agenda Item 15)**

Director Marrs provided a brief report regarding her efforts to meet with the developer of the Marshall Tract.

**16. Standing Committee Reports (Agenda Item 16)**

Director Vetromile provided a brief report on behalf of the Firewise Committee.

**17. Scheduling of Future Board Meetings (Agenda Item 17)**

The Board scheduled a meeting for January 20, 2020 at 6:30 p.m.

**18. Summary of Action Items (Agenda Item 16)**

The Board summarized the following action items:

1. The Board directed the General Manager to secure additional fence pricing and to try to gather more information to confirm the existing fence at Boulevard Park is located on the District's property.
2. Director Bitner and the General Manager would finalize the Annual Report and send it to residents.
3. Legal counsel will revise the District Bylaws to incorporate the revisions requested by the Board.
4. The General Manager will revise the October meeting minutes.

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

Director Marrs moved to adjourn the meeting at 8:48 p.m. The meeting adjourned by unanimous acclamation.

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Secretary