

**BELVEDERE MUNICIPAL UTILITY DISTRICT
REVISED NOTICE OF MEETING**

**TO: THE BOARD OF DIRECTORS OF BELVEDERE MUNICIPAL UTILITY DISTRICT
AND TO ALL OTHER INTERESTED PERSONS:**

Notice is hereby given pursuant to V.T.C.A., Government Code § 551, that the Board of Directors of Belvedere Municipal Utility District will hold a regular meeting, open to the public, on June 16, 2020 at 6:00 p.m. via telephone conference call.

This meeting will be held via telephone conference call in accordance with the Office of the Governor's March 16, 2020 proclamation suspending certain open meetings statutes in response to the current COVID-19 pandemic and statewide disaster declaration, as extended on April 12, 2020. No physical meeting space will be available.

Members of the public may listen to and participate in the meeting via telephone conference call. To participate in the meeting, please dial toll-free **(888) 599-1357**, and enter access code **8545** when prompted.

Any citizen having interest in these matters is invited to participate in the call at the designated times. Any citizen wishing to provide public comment on any agenda or non-agenda item must notify the District prior to the Board meeting by emailing Stefanie Albright at salbright@lglawfirm.com. At the presiding officer's discretion, speakers will be limited to three minutes to support the orderly flow of the meeting.

Meeting materials are available at www.belvederemud.org.

1. Discuss, consider, and take action concerning qualifying newly elected directors.
2. Discuss, consider, and take action concerning election of new officers.
3. Receive public comment.
4. Discuss, consider, and take action to approve the minutes of the May 19, 2020 regular meeting.
5. Discuss, consider, and take action as necessary concerning report from the District's Bookkeeper and Finance Committee, including:
 - a. Payment of invoices;
 - b. Coordination on bookkeeping matters;
 - c. TexPool investments;
 - d. Reimbursement of costs to Belvedere HOA pursuant to the Joint Use and Maintenance Agreement.
6. Discuss, consider, and take action regarding report from the District liaison to the Belvedere Homeowners' Association ("HOA") and from the HOA liaison to the District.
7. Discuss, consider, and take action regarding report from the District's Engineer, including:

- a. Application to the TCEQ regarding change in scope for use of recreational bond proceeds.
- 8. Discuss, consider, and take action regarding drainage facilities, maintenance, and repair.
- 9. Discuss, consider, and take action on planning, design, and construction of Amenity Center Lot improvements, including authorizing projects relating to:
 - a. Amenity Center improvements; and
 - b. Construction and improvement of parking lots.
- 10. Discuss, consider, and take action on current and proposed facilities owned or maintained by the District, including:
 - a. Landscaping of Amenity Center Lot improvements and other facilities, and authorization of projects relating to same; and
 - b. Existing and future trail facilities.
- 11. Discuss, consider, and take action regarding update on the District's website.
- 12. Discuss, consider, and take action regarding action items from legislation passed in the 86th Regular Session of the Texas Legislature.
- 13. Adjournment.

The District may meet in executive session on any item listed above as provided by the Open Meetings Act, Tex. Gov't Code §§ 551.071, 551.072, 551.073, 551.074, or 551.075.

EXECUTED this the 12th day of June, 2020.

Stefanie Albright

 Attorney for the District

(SEAL)

Belvedere Municipal Utility District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Stefanie Albright at Lloyd Gosselink, Attorney for the District, at (512) 322-5814, for information.

Agenda Item No. 4
Minutes of May 19, 2020 Board Meeting

concerning an item slated for consideration by the Board later in the meeting. No comments on non-agenda items from the public were received by the Board.

The next item to come before the Board was to consider approval of the minutes of the April 21, 2020 regular meeting. **Upon motion by Director Bryson, seconded by Director Clifford, and unanimously carried by the Directors present, the Board approved the minutes of the April 21, 2020 regular meeting, as presented and attached as Exhibit A.**

The Board next considered the bookkeeper's report, including payment of invoices, coordination on bookkeeping matters, TexPool investments, and reimbursement of costs to the Belvedere HOA pursuant to the Joint Use and Maintenance Agreement. Mr. Monzingo presented the Bookkeeper's Report and District's Quarterly Investment Report, copies attached as **Exhibit B**. Mr. Monzingo reviewed the transfer of \$10,000 from the District's Money Market Account to the District's General Fund Checking Account to pay invoices. He reviewed the list of invoices for payment, noting that he had received an invoice from DigDug Construction related to the drainage channel repair on Flagler Drive approved by the Board at its March Board meeting for \$11,940, that had been overlooked and not included in the list of invoices to be paid. He stated this payment would be made out of the District's Capital Projects Fund as Check No. 340. Mr. Monzingo noted that expenses and revenues were tracking as budgeted. Next, Mr. Monzingo noted that as of the end of March, TexPool was paying interest at 2% - 3%. He noted that as of the issuance of the District's Quarterly Investment Report, TexPool was paying interest at 1.34% and, as of the end of April, it was down to 0.34%. Mr. Monzingo noted that the District's Money Market Account was paying interest on average the same as TexPool.

Director Clifford stated that she had received an invoice on behalf of the District from CertaPro for painting of the exterior of the Amenity Center and mail kiosk for \$6,909.19. Director Clifford noted that the reduction in cost was due to the elimination of the second coat of paint, which was included in the contract but determined to be unnecessary. She inquired whether the Board wished to hold the invoice until next month or approve for payment. After discussion and confirmation from Mr. Blanton that he was pleased with the work, Mr. Monzingo recommended that the Board proceed with approval of payment of the CertaPro invoice.

After discussion, upon motion by Director Koerner, seconded by Director Ubertini, and unanimously carried by the Directors present, the Board approved the financial report and authorized payments of all invoices, including the additional invoices received from DigDug and CertaPro as well as the money transfers and Quarterly Investment Report, as set forth in Exhibit B attached.

The next item to come before the Board was to consider action as necessary concerning a report from the District's liaison to the HOA and from the HOA liaison to the District. Director Clifford informed the Board that the landscaping architectural services contact was executed and a copy provided to Ms. Albright. In connection with the landscaping architectural services contact, Director Clifford stated that a question was raised by the landscape architects as to whether the District's ownership of these facilities would exclude these areas from the Texas accessibility requirements exemption for residential amenity centers. She noted that the question had been

submitted to Ms. Albright and was awaiting a reply. Ms. Albright stated that an answer to this question would be provided as soon as possible.

Next, Mr. Blanton reported that in addition to the painting of the exterior of the Amenity Center and mail kiosk several other projects related to the upkeep and maintenance of the Amenity Center were in progress (i.e., making the drain at the entrance to the building functional, repairing or replacing the gas grill, reprogramming the lighting control system, and updating of the outdoor sconces) or completed (i.e., repair and replacement of door hardware and lock).

Next, Mr. Blanton directed the Board's attention to a map provided in the Board's meeting materials depicting potential entrances for maintenance and fire control of common areas, attached as **Exhibit "C"**. He noted there appear to be four potential entrances that could possibly accommodate the equipment necessary to accomplish these tasks without the need to traverse private property. Mr. Blanton stated that at the HOA Board's request representatives from Travis County ESD No. 6 came out to the District to assess the potential for minimizing the risk of fire; however, the assessment concentrated on what private residents could do and did not address access to common areas for firefighting or fire suppression activities. He noted that the HOA had requested that the Travis County ESD No. 6 return to assess firefighting and fire suppression activities within common areas, including the type of equipment that would be used.

Next, Mr. Blanton stated that he provided photographs of these 4 areas and a brief list of pros and cons for each area being considered. Mr. Blanton described additional information the HOA intended to gather before any specific course of action would be recommended.

The Board recognized Mr. and Mrs. Frezon, who stated they lived adjacent to one of these 4 areas -- the proposed trail/access entrance off Lakewood Ridge Cove. Mr. Frezon stated that when he and his wife purchased their property they were given assurances that the adjacent property would remain in its natural state and undeveloped. He stated that he was concerned with safety and privacy, but most important, he believed that a drop in his property value would occur because of the proximity of this facility. He suggested that an alternate location with less impact be selected.

Next, the Board recognized Mr. and Mrs. Sanders. Mr. Sanders stated that he and his wife were also given assurances that the adjacent property would remain in its natural state and undeveloped. He stated that he had no immediate plans to sell his lot, but should he do so he believed the fact there could be a trail/access entrance adjacent to his property would cause a loss of property value. Mr. Sanders stated that he believed there were other locations more suitable for such a facility without property owners being adversely affected.

Director Koerner thanked the Frezons and Sanders for their comments. He stated that no action in connection with this issue would be taken without more analysis. Next, Director Koerner inquired whether there were questions from Board members for the Frezons or the Sanders. Director Ubertini stated that he appreciated the property owners' input and noted it would be taken into consideration when this matter came up for a decision. Director Bryson also expressed his appreciation to Mr. and Mrs. Frezon and Mr. and Mrs. Sanders for their time in speaking with him about this matter and thanked them for voicing their concerns to the Board.

Director Koerner stated that questions he had moving forward included (i) how often would the HOA or District need access to the greenbelt/commons areas for maintenance; and (ii) what was the possibility of gaining access to the greenbelt/common area at a location off Flagler between the Amenity Center building and pond. Mr. Blanton stated that the HOA would evaluate this location as an access point. Mr. Blanton inquired whether the property owners had been given the non-development assurances in writing as such information would be helpful to the HOA Board. Mr. Blanton stated that he knew of no such encumbrance running with the property under discussion. Mr. Blanton clarified that the drainage facility on the property being discussed would remain and would not be disturbed by any proposed improvements. After discussion, no action was taken by the Board in connection with this item.

The next item to come before the Board was to take action regarding a report from the District's Engineer, including application to the TCEQ regarding change in scope for use of recreational bond proceeds, provided as **Exhibit D**. First, in connection with the change in project scope application to the TCEQ, Ms. Mitchell reported that the District's application was submitted on April 29, 2020, with the District receiving the TCEQ's letter declaring the District's application administratively complete on April 30, 2020, and was undergoing review. In response to an inquiry from Director Koerner, Ms. Mitchell stated she anticipated that the TCEQ review would take 45 to 60 days.

In connection with the Board's agenda item regarding drainage facilities, maintenance and repair, Ms. Mitchell noted that a 7-year draft trail maintenance plan, a copy attached as **Exhibit E**, had been presented for review to the District's Engineering Subcommittee and would continue to refine the plan. She noted the report lists out each section of the trails, with a listing of maintenance items needed for that section of trail, including rough cost estimates for each year of the plan. Ms. Mitchell noted that she anticipated the plan would be updated and revised as the need arose. Director Clifford noted that several of the projects had cost estimates for 2020 and noted that some economies of scale could be achieved should the Board take action to accomplish these projects concurrently with the landscaping project that was in progress. She noted that no specific engineering work had yet been authorized to implement any of these the projects. Ms. Mitchell noted that any work undertaken by Jones Carter in connection with the trail maintenance plan would require specific authorization by the Board with a specific proposal from Jones Carter that would include a specific scope of work before any work was undertaken. After discussion, Director Clifford requested direction from Board concerning the projects within the Jones Carter plan to identify what projects the Board would undertake in 2020 in order to not delay the landscaping project.

Director Koerner inquired whether there were projects in the plan that were a high priority. Mr. Baze noted that the plan was in draft form, but incorporated information obtained from walking the trails and discussions had with the District's Engineering Subcommittee and the architect working on the HOA's landscaping master plan for the Amenity Center. He noted that such collaboration identified certain projects that would work well by grouping the projects together to achieve cost savings through economies of scale as mentioned by Director Clifford. Mr. Baze stated that he also had contacted WLE, a company that performs services for rehabilitation of trails, to help develop costs for annual replacement of crushed granite and would

be meeting on-site with a representative at a future date. After discussion, Director Clifford stated that the District's Engineering Subcommittee would continue to work with Jones Carter to refine the Trail Maintenance Plan and come back with a prioritized list of projects to be undertaken in 2020 for the Board's consideration.

Next, Mr. Baze requested direction from the Board in connection with the trail/access entrance project off Lakewood Ridge Cove, as this project was currently incorporated into the Trail Maintenance Plan. Director Koerner noted that he considered this project to be more of an access entrance rather than a trail, and was unsure the District should be participating in this project. Director Clifford commented that, if the HOA proceeds with an access trail rather than the District, the District must still be involved and work together with the HOA to make sure District facilities were not adversely impacted.

Continuing with her report, Ms. Mitchell noted that DigDug Construction had completed the installation of the concrete trickle channel in front of the Petro property. Finally, Ms. Mitchell stated that her report included a proposal for design and surveying services associated with the trail from Lakewood Ridge Cove for informational purposes.

Next, no action was taken in connection with action on the planning, design, and construction of Amenity Center Lot improvements, including authorizing project relating to (i) Amenity Center Improvements; and (ii) construction and improvement of parking lots.

No action was taken on current and proposes facilities owned or maintained by the District, including (i) Landscaping of Amenity Center Lot improvements and other facilities, and authorization of project relating to same; and (ii) existing and future trail facilities.

The next item to come before the Board was to take action regarding the District's website. After discussion, no action was taken by the Board in connection with this item.

The next item to come before the Board was to consider action regarding changes coming out of the 86th Legislative Session. Ms. Albright reiterated that elected officials such as members of the Board were now required to complete an annual cybersecurity awareness training course approved by the Texas Department of Information Resources ("DIR"). She noted that the deadline for each director to complete the training was June 14th, and the District must report each Board member's compliance to DIR by June 15th. She stated that to meet those deadlines, she would be sending out an instructional email to the Board requesting that each Board member complete a recommended DIR-approved cybersecurity awareness course before the District's June Board meeting. She noted that doing so would allow the Board to confirm that training had been properly completed, and would allow the District to meet the deadline to certify compliance to the DIR.

After discussion, there being no further business, and upon motion made by Director Clifford, seconded by Director Koerner, and unanimously carried by the Board members present, the meeting was adjourned at 7:12 p.m.

PASSED, APPROVED AND ADOPTED THIS 16th day of June, 2020.

Kim Clifford, Secretary

Agenda Item No. 5
Invoices and Bookkeeper's Report

**BELVEDERE MUD
SCHEDULE OF CASH ACTIVITY
GENERAL FUND
MEETING DATE: JUNE 16, 2020**

CASH BALANCE - CAPITAL PROJECTS	\$ 191,271.57
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CASH BALANCE - DEBT SERVICE FUND - MONEY MARKET **\$ 318,926.34**

Deposits

Property Taxes

\$ 2,822.38

Total Deposits:

\$ 2,822.38

ENDING CASH BALANCE - DEBT SERVICE FUND - MONEY MARKET

\$ 321,748.72

CASH BALANCE - DEBT SERVICE - TEXPOOL

\$ 274,920.81

TOTAL CASH BALANCE - DEBT SERVICE	\$ 596,669.53
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Belvedere Municipal Utility District
Statement of Revenues and Expenditures Budget vs. Actual
For the Year to Date Ended June 16, 2020
Unaudited

	Year to Date Actual	Year to Date Budget	Year to Date Variance Favorable (Unfavorable)	2020 Annual Budget	2020 Annual Variance Favorable (Unfavorable)
<u>Revenues</u>					
Maintenance Taxes	\$ 249,846	\$ 182,780	\$ 67,067	\$ 243,706	\$ 6,140
Interest Income	6,429	4,500	1,929	6,000	429
Total Revenues	256,275	187,280	68,996	249,706	6,569
<u>Expenditures</u>					
Solid Waste Disposal	33,506	33,750	244	45,000	11,494
Legal Fees	49,421	41,250	(8,171)	55,000	5,579
Audit Fees	7,500	7,500	-	7,500	-
Accounting Fees	10,800	10,800	-	14,400	3,600
Engineering Fees	30,646	13,500	(17,146)	18,000	(12,646)
Engineering Fees - Drainage Maintenance	-	11,250	11,250	15,000	15,000
Amenity Center Operations	48,057	41,250	(6,807)	55,000	6,943
Amenity Center Maintenance	22,777	11,250	(11,527)	15,000	(7,777)
Amenity Center Landscaping	-	15,000	15,000	20,000	20,000
Drainage Maintenance	-	15,000	15,000	20,000	20,000
Insurance	2,979	3,000	21	4,000	1,021
Tax Appraisal and Collection Fees	2,597	3,750	1,153	5,000	2,403
Bank Charges	-	150	150	200	200
Other Fees	-	75	75	100	100
Newspaper notices	-	1,500	1,500	2,000	2,000
Website Expenses	393	-	(393)	-	(393)
Total Expenditures	208,676	209,025	349	276,200	67,524
Projected Excess Revenue Over Expenditures	\$ 47,599	\$ (21,746)	\$ 69,345	\$ (26,494)	\$ 74,093

The year to date budget column has the solid waste disposal at 50% and the audit fees at 100%.

Belvedere MUD
Capital Projects Fund

Check Number	Date	Payee	Amenity Center Improvements	Trail Improvements	Surplus Funds	Surplus Funds Interest Earnings	Total
Beginning Cash Balance			\$ 210,000.00	\$ 40,000.00	\$ 92,247.00	\$ 5,050.40	\$ 347,297.40
1051	7/17/2018	T Bar M Land Services, LLC	-	-	(18,575.00)	-	(18,575.00)
	8/31/2018	Interest earned	-	-	-	226.46	226.46
Transfer	2/18 -9/18	Engineering fees	(29,736.91)	-	(6,285.00)	-	(36,021.91)
		TCEQ fee	-	-	(100.00)	-	(100.00)
	9/30/2018	Interest earned	-	-	-	167.36	167.36
Transfer	10/16/2018	Engineering fees	(4,207.63)	-	-	-	(4,207.63)
1074	10/16/2018	Method Architecture	(7,410.00)	-	-	-	(7,410.00)
Transfer	10/16/2018	JBS & TexaScape (maint)	-	-	(23,940.00)	-	(23,940.00)
	10/22/2018	Bond expense refund	-	-	-	153.19	153.19
	10/31/2018	Interest earned	-	-	-	234.77	234.77
	11/30/2018	Interest earned	-	-	-	244.12	244.12
	12/31/2018	Interest earned	-	-	-	223.57	223.57
	1/31/2019	Interest earned	-	-	-	247.89	247.89
	2/28/2019	Interest earned	-	-	-	224.11	224.11
Transfer	2/14/2019	Murfee Engineering	(3,237.50)	-	-	-	(3,237.50)
Transfer	3/15/2019	Murfee Engineering	-	(247.50)	(2,043.75)	-	(2,291.25)
Transfer	3/19/2019	Method Architecture	(6,888.75)	-	-	-	(6,888.75)
	3/31/2019	Interest earned	-	-	-	247.32	247.32
315	4/16/2019	Method Architecture	(7,732.75)	-	-	-	(7,732.75)
316	4/16/2019	Murfee Engineering	(2,866.34)	-	-	-	(2,866.34)
	4/30/2019	Interest earned	-	-	-	232.21	232.21
	5/31/2019	Interest earned	-	-	-	241.34	241.34
317	6/11/2019	Method Architecture	(150.00)	-	-	-	(150.00)
318	6/11/2019	Murfee Engineering	(2,646.88)	-	-	-	(2,646.88)
319	6/11/2019	Murfee Engineering	-	(1,651.25)	-	-	(1,651.25)
320	6/11/2019	Lloyd Gosselink	(4,129.50)	-	-	-	(4,129.50)
	6/30/2019	Interest earned	-	-	-	200.95	200.95
321	7/16/2019	Method Architecture	(3,900.78)	-	-	-	(3,900.78)
322	7/16/2019	Murfee Engineering	-	(237.50)	-	-	(237.50)
	7/31/2019	Interest earned	-	-	-	218.67	218.67
323	8/20/2019	Lloyd Gosselink	(199.15)	-	-	-	(199.15)
	8/31/2019	Interest earned	-	-	-	214.74	214.74
324	9/17/2019	Lloyd Gosselink	(80.00)	-	-	-	(80.00)
	9/30/2019	Interest earned	-	-	-	171.95	171.95
	10/31/2019	Interest earned	-	-	-	181.27	181.27

Check Number	Date	Payee	Amenity Center Improvements	Trail Improvements	Surplus Funds	Surplus Funds Interest Earnings	Total
	11/30/2019	Interest earned	-	-	-	165.12	165.12
325	12/17/2019	Jones & Carter Inc	(2,947.50)	-	-	-	(2,947.50)
	12/31/2019	Interest earned	-	-	-	137.98	137.98
Deposit	1/21/2020	From General Fund	1,665.00	-	-	-	1,665.00
327	1/21/2020	Jones & Carter Inc	(1,433.75)	-	-	-	(1,433.75)
	1/31/2020	Interest earned	-	-	-	141.35	141.35
	2/18/2020	Jones & Carter Inc	(536.25)	-	-	-	(536.25)
	2/28/2020	Interest earned	-	-	-	112.31	112.31
331	3/17/2020	Jones & Carter Inc	(4,377.81)	-	-	-	(4,377.81)
332	3/17/2020	Lloyd Gosselink	(132.50)	-	-	-	(132.50)
333	3/17/2020	Belvedere - General Fund	(740.00)	-	(3,981.25)	-	(4,721.25)
334	3/17/2020	Belvedere - General Fund	(1,387.50)	-	(1,230.00)	-	(2,617.50)
	3/31/2020	Earned Interest	-	-	-	91.40	91.40
335	4/21/2020	Void	-	-	-	-	-
336	4/21/2020	Void	-	-	-	-	-
337	4/21/2020	Jones & Carter Inc	(4,035.56)	-	-	-	(4,035.56)
338	4/21/2020	Belvedere - General Fund	(441.25)	-	(878.75)	-	(1,320.00)
	4/30/2020	Earned Interest	-	-	-	68.85	68.85
339	5/19/2020	Belvedere - General Fund	-	-	(1,572.50)	-	(1,572.50)
340	5/19/2020	DigDug Construction	-	-	(11,940.00)	-	(11,940.00)
	5/31/2020	Earned Interest	-	-	-	63.05	63.05
Ending Cash Balance			\$ 122,446.69	\$ 37,863.75	\$ 21,700.75	\$ 9,260.38	\$ 191,271.57

Belvedere Municipal Utility District
Balance Sheet
As of June 16, 2020

	<u>Jun 16, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account - ABC Bank	17,064.27
Money Market - ABC Bank	80,492.52
TexPool	742,109.13
Total Checking/Savings	<u>839,665.92</u>
Accounts Receivable	
Taxes Receivable	10,887.97
Total Accounts Receivable	<u>10,887.97</u>
Other Current Assets	
Prepaid Insurance	866.66
Total Other Current Assets	<u>866.66</u>
Total Current Assets	<u>851,420.55</u>
TOTAL ASSETS	<u><u>851,420.55</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	10,887.97
Total Other Current Liabilities	<u>10,887.97</u>
Total Current Liabilities	<u>10,887.97</u>
Total Liabilities	<u>10,887.97</u>
Equity	
Unassigned	792,933.67
Net Income	47,598.91
Total Equity	<u>840,532.58</u>
TOTAL LIABILITIES & EQUITY	<u><u>851,420.55</u></u>

Belvedere Municipal Utility District
Profit & Loss
October 1, 2019 through June 16, 2020

	Oct 1, '19 - Jun 16, 20
Ordinary Income/Expense	
Income	
Interest Income	6,428.82
Income	
Property Taxes	249,846.18
Total Income	249,846.18
Total Income	256,275.00
Expense	
Website Expenses	392.54
Amenity Center Operations	48,056.97
Amenity Maintenance	22,776.94
Audit Fees	7,500.00
Bank Service Charges	0.00
Bookkeeping Fees	10,800.00
Engineering	
District Engineering	30,646.25
Total Engineering	30,646.25
Insurance	
Liability Insurance	2,978.86
Total Insurance	2,978.86
Legal Fees	
Legal Fees	49,420.63
Total Legal Fees	49,420.63
Collection and Appraisal Fees	2,597.23
Waste Disposal	33,506.67
Total Expense	208,676.09
Net Ordinary Income	47,598.91
Net Income	47,598.91

Belvedere MUD - Capital Projects Fund
Balance Sheet
As of June 16, 2020

	<u>Jun 16, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	<u>191,271.57</u>
Total Checking/Savings	<u>191,271.57</u>
Total Current Assets	<u>191,271.57</u>
TOTAL ASSETS	<u><u>191,271.57</u></u>
LIABILITIES & EQUITY	
Equity	
Restricted	224,279.86
Net Income	<u>-33,008.29</u>
Total Equity	<u>191,271.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>191,271.57</u></u>

Belvedere MUD - Capital Projects Fund
Profit & Loss
October 1, 2019 through June 16, 2020

	<u>Oct 1, '19 - Jun 16, 20</u>
Ordinary Income/Expense	
Expense	
Engineering - Storage Facility	4,476.81
Amenity Center Improvements	9,890.31
Drainage Maintenance & Repairs	19,602.50
Total Expense	<u>33,969.62</u>
Net Ordinary Income	-33,969.62
Other Income/Expense	
Other Income	
Interest Income	961.33
Total Other Income	<u>961.33</u>
Net Other Income	<u>961.33</u>
Net Income	<u><u>-33,008.29</u></u>

Belvedere MUD-Debt Service Fund
Balance Sheet
As of June 16, 2020

	<u>Jun 16, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
MUD Debt Service Fund	321,748.72
TexPool	274,920.81
Total Checking/Savings	<u>596,669.53</u>
Accounts Receivable	
Taxes Receivable	15,502.93
Total Accounts Receivable	<u>15,502.93</u>
Total Current Assets	<u>612,172.46</u>
TOTAL ASSETS	<u><u>612,172.46</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	15,502.93
Total Other Current Liabilities	<u>15,502.93</u>
Total Current Liabilities	<u>15,502.93</u>
Total Liabilities	15,502.93
Equity	
Restricted	275,835.18
Net Income	320,834.35
Total Equity	<u>596,669.53</u>
TOTAL LIABILITIES & EQUITY	<u><u>612,172.46</u></u>

Belvedere MUD-Debt Service Fund
Profit & Loss
October 1, 2019 through June 16, 2020

	<u>Oct 1, '19 - Jun 16, 20</u>
Ordinary Income/Expense	
Income	
Tax Revenue	410,216.74
Total Income	<u>410,216.74</u>
Expense	
Bank Service Charges	72.00
Bond Principal	0.00
Interest Expense	91,221.88
Paying Agent Fee	800.00
Total Expense	<u>92,093.88</u>
Net Ordinary Income	318,122.86
Other Income/Expense	
Other Income	
Interest Income	2,711.49
Total Other Income	<u>2,711.49</u>
Net Other Income	<u>2,711.49</u>
Net Income	<u><u>320,834.35</u></u>

Montoya & Monzingo, LLP

P.O. Box 2029
Pflugerville, TX 78691
(512) 251-5668

Invoice

Date	Invoice #
6/3/2020	23737

Bill To
Belvedere MUD P.O. Box 2029 Pflugerville, TX 78691

Description	Amount
June 2020 accounting services	1,200.00
<i>Rec'd 6/3/20</i>	
Thank you for your business.	Total \$1,200.00



JONES CARTER

6330 West Loop South, Suite 150
Bellaire, Texas 77401

Invoice Total \$4,116.25

June 9, 2020
Project No: 16654-0900-20
Invoice No: 00305364

Jeff Monzingo
Belvedere Municipal Utility District
c/o Montoya&Monzingo
203 N. Railroad Avenue
Pflugerville, TX 78660

PLEASE NOTE OUR REMIT INFO

REMIT ADDRESS:	ACH INFORMATION:
Jones & Carter, Inc.	BB&T
P.O. Box 95562	Account #: 144002564231
Grapevine, TX 76099-9708	Routing #: 111017694
Please send remittance advice to: AccountsReceivable@jonescarter.com	
Payment Terms: Due upon Receipt	

Project 16654-0900-20 2020 General Consultation (Belvedere MUD)
Services include preparation for and attendance at May Board meeting; discussions with Dir. Clifford regarding Amenity Center septic system and water meter; preparation for and attendance at meeting with Pharis Design regarding upcoming projects, and sending site information to Pharis; discussions with Dir. Clifford and contractor regarding Trail CIP; updates to Trail CIP; preparation of design estimate for Lakewood Ridge Cove trail; and site visit for Flagler Dr. channel repair.

Professional Services from May 2, 2020 to May 29, 2020

Task	001	District Operations			
			Hours	Rate	Amount
		Professional Engineer III	14.00	185.00	2,590.00
		Totals	14.00		2,590.00
		Total Labor			2,590.00
Task	002	Budget Planning			
			Hours	Rate	Amount
		Professional Engineer III	6.25	185.00	1,156.25
		Totals	6.25		1,156.25
		Total Labor			1,156.25
Task	005	17,000 block Flagler Dr Drainage Channel Assessment			
			Hours	Rate	Amount
		Professional Engineer III	2.00	185.00	370.00
		Totals	2.00		370.00
		Total Labor			370.00
TOTAL THIS INVOICE					<u>\$4,116.25</u>

Rec'd 6/10/20

TRAVIS CENTRAL APPRAISAL DISTRICT

8314 Cross Park Dr.
P.O. Box 149012
Austin, TX 78714

	Invoice Date	Invoice Number
Invoice	6/1/2020	5562

Jurisdiction ID: 1K

Belvedere MUD
P.O. Box 2029
Pflugerville, TX 78691

You may remit via ACH to Wells Fargo Bank, N.A.,
account #7556188477, ABA #111900659.

To remit via wire, please contact the Finance
Department.

Invoice Date	Charge Code	Description	Amount
1/2020	Appraisal Revenue	Appraisal Fees <i>Rec'd 6/10/20</i>	\$715.52
Due Date: 7/1/2020			Total: \$715.52

5562 6/1/2020

Invoice Date	Charge Code	Description	Amount
1/2020	Appraisal Revenue	Appraisal Fees	\$715.52

1K Belvedere MUD

Total Due: \$715.52

Due Date: 7/1/2020

Amount Remitted: _____

Please remit payment at your earliest convenience. Should you have any questions, please contact Leana H. Mann at (512)834-9317 Ext. 105 or by e-mail at Lmann@tcadcentral.org.



Drawer 9
Wolfforth, Texas 79382-0009

www.theabcbank.com

2624351

Date 5/29/20
Primary Account

Page 1

Belvedere Municipal Utility District
General Funds
PO Box 2029
Pflugerville TX 78691

4

* Please help us keep your contact information updated. In the event of fraud or other related issues, it is important for us to be able to contact you. *

Checking Account

Account Title: Belvedere Municipal Utility District
General Funds

The Unlawful Internet Gambling Enforcement Act prohibits you from receiving payments related to Internet gambling. Please call us toll free at 1-888-902-2552 for questions.

Business Checking Public Funds		Enclosures/Images	9
Account Number	[REDACTED]	Statement Dates	5/01/20 thru 5/31/20
Previous Balance	46,950.67	Days in the Statement Period	31
3 Deposits/Credits	14,515.81	Average Ledger Balance	25,798.53
8 Checks/Debits	53,061.41	Average Collected	25,798.53
Service Charge Amount	.00		
Interest Paid	.00		
Current Balance	8,405.07 <i>W</i>		



Deposits and Other Credits

Date	Description	Amount
5/06	PPD F746000192	3,619.61
	CONS PAY PT CLEARING	
5/21	Deposit	10,000.00
5/29	PPD F746000192	896.20
	CONS PAY PT CLEARING	

		Checks			
Date	Check No.	Amount	Date	Check No.	Amount
5/01	1154	7,479.85	5/04	1156	2,599.94
5/01	1155	4,048.75	5/04	1157	10,320.63



Date 5/29/20
Primary Account

Page 2

Belvedere Municipal Utility District
General Funds
PO Box 2029
Pflugerville TX 78691

Business Checking Public Funds

[REDACTED] (Continued)

Date	Check No.	Checks		Check No.	Amount
		Amount	Date		
5/21	1158	1,200.00	5/27	1161	8,674.30
5/27	1160*	11,828.75	5/28	1162	6,909.19

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
5/01	35,422.07	5/21	34,921.11	5/29	8,405.07
5/04	22,501.50	5/27	14,418.06		
5/06	26,121.11	5/28	7,508.87		

End Of Statement



Belvedere Municipal Utility District
Reconciliation Detail
Checking Account - ABC Bank, Period Ending 05/31/2020

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						46,950.67
Cleared Transactions						
Checks and Payments - 8 items						
Check	04/21/2020	1157	Texas Disposal Syst...	X	-10,320.63	-10,320.63
Check	04/21/2020	1154	Lloyd Gosselink Atto...	X	-7,479.85	-17,800.48
Check	04/21/2020	1155	Jones & Carter Inc.	X	-4,048.75	-21,849.23
Check	04/21/2020	1156	TML Intergovernme...	X	-2,599.94	-24,449.17
Check	05/19/2020	1160	Jones & Carter Inc.	X	-11,828.75	-36,277.92
Check	05/19/2020	1161	Lloyd Gosselink Atto...	X	-8,674.30	-44,952.22
Check	05/19/2020	1158	Montoya & Monzing...	X	-1,200.00	-46,152.22
Check	05/20/2020	1162	CertaPro Painters	X	-6,909.19	-53,061.41
Total Checks and Payments					<u>-53,061.41</u>	<u>-53,061.41</u>
Deposits and Credits - 4 items						
Deposit	05/06/2020			X	3,619.61	3,619.61
Check	05/19/2020	1159	Lloyd Gosselink Atto...	X	0.00	3,619.61
Transfer	05/19/2020			X	10,000.00	13,619.61
Deposit	05/29/2020			X	896.20	14,515.81
Total Deposits and Credits					<u>14,515.81</u>	<u>14,515.81</u>
Total Cleared Transactions					<u>-38,545.60</u>	<u>-38,545.60</u>
Cleared Balance					<u>-38,545.60</u>	<u>8,405.07</u>
Register Balance as of 05/31/2020					<u>-38,545.60</u>	<u>8,405.07</u>
Ending Balance					<u><u>-38,545.60</u></u>	<u><u>8,405.07</u></u> ✓



Drawer 9
Wolfforth, Texas 79382-0009

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2624354

Belvedere Municipal Utility District
Operating Money Market
PO Box 2029
Pflugerville TX 78691

Date 5/29/20
Primary Account

Page 1

* Please help us keep your contact information updated. In the event of fraud or other related issues, it is important for us to be able to contact you. *

Checking Account

Account Title: Belvedere Municipal Utility District
Operating Money Market

The Unlawful Internet Gambling Enforcement Act prohibits you from receiving payments related to Internet gambling. Please call us toll free at 1-888-902-2552 for questions.

Money Market Public Fund		Enclosures/Images	1
Account Number	[REDACTED]	Statement Dates	5/01/20 thru 5/31/20
Previous Balance	115,458.24	Days in the Statement Period	31
Deposits/Credits	.00	Average Ledger Balance	111,909.85
1 Checks/Debits	10,000.00	Average Collected	111,909.85
Service Charge Amount	.00	Interest Earned	34.28
Interest Paid	34.28	Annual Percentage Yield Earned	0.36%
Current Balance	105,492.52	2020 Interest Paid	142.95



Deposits and Other Credits

Date	Description	Amount
5/31	Interest Deposit	34.28

Date	Check No.	Checks Amount
5/21		10,000.00



Date 5/29/20
Primary Account

Page 2

Belvedere Municipal Utility District
Operating Money Market
PO Box 2029
Pflugerville TX 78691

Money Market Public Fund

(Continued)

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
5/01	115,458.24	5/21	105,458.24	5/31	105,492.52

INTEREST RATE SUMMARY

Date	Rate
4/30	0.400000%
5/08	0.350000%

End Of Statement



Belvedere Municipal Utility District
Reconciliation Detail
Money Market - ABC Bank, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						115,458.24
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	05/19/2020			X	-10,000.00	-10,000.00
Total Checks and Payments					-10,000.00	-10,000.00
Deposits and Credits - 1 item						
Deposit	05/31/2020			X	34.28	34.28
Total Deposits and Credits					34.28	34.28
Total Cleared Transactions					-9,965.72	-9,965.72
Cleared Balance					-9,965.72	105,492.52
Register Balance as of 05/31/2020					-9,965.72	105,492.52
Ending Balance					-9,965.72	105,492.52

TexPool Participant Services
 1001 Texas Avenue, Suite 1150
 Houston, TX 77002



TEXAS TRUST
 TEXAS TREASURY SAFEKEEPING TRUST COMPANY
 COMPTROLLER, GLENN HEGAR, CHAIRMAN

Participant Statement

BELVEDERE MUD
 GENERAL FUND
 ATTN: JEFF MONZINGO
 PO BOX 2029
 PFLUGERVILLE TX 78691-2029

Statement Period **05/01/2020 - 05/31/2020**

Page 1 of 2

Customer Service **1-866-TEX-POOL**
 Location ID **[REDACTED]**
 Investor ID **[REDACTED]**

TexPool Update

Visit the newly updated TexPool.com! Our new site is more dynamic, intuitive and engaging, and offers an ideal user experience across any device. We invite you to check it out and experience the many upgrades.

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$741,939.94	\$0.00	\$0.00	\$169.19	\$742,109.13	\$741,956.31
Total Dollar Value	\$741,939.94	\$0.00	\$0.00	\$169.19	\$742,109.13	MV

Portfolio Value

Pool Name	Pool/Account	Market Value (05/01/2020)	Share Price (05/31/2020)	Shares Owned (05/31/2020)	Market Value (05/31/2020)
Texas Local Government Investment Pool	[REDACTED]	\$741,939.94	\$1.00	742,109.130	\$742,109.13
Total Dollar Value		\$741,939.94			\$742,109.13

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	[REDACTED]	\$169.19	\$3,013.13
Total		\$169.19	\$3,013.13



TXP..*73310*.0998615004,08719,08719,CNSTEX01,INVMTX.....TEX.....000079865

00151791

Transaction Detail

Texas Local Government Investment Pool

Participant: BELVEDERE MUD

Pool/Account: 

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
05/01/2020	05/01/2020	BEGINNING BALANCE	\$741,939.94	\$1.00		741,939.940
05/29/2020	05/29/2020	MONTHLY POSTING	\$169.19	\$1.00	169.190	742,109.130
Account Value as of 05/31/2020			\$742,109.13	\$1.00		742,109.130

Belvedere Municipal Utility District
Reconciliation Detail
 TexPool, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						741,939.94
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	05/31/2020			X	169.19	169.19
Total Deposits and Credits					169.19	169.19
Total Cleared Transactions					169.19	169.19
Cleared Balance					169.19	742,109.13
Register Balance as of 05/31/2020					169.19	742,109.13
Ending Balance					169.19	742,109.13



Drawer 9
Wolfforth, Texas 79382-0009

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2624352

Belvedere Municipal Utility District
Capital Projects
PO Box 2029
Pflugerville TX 78691

Date 5/29/20
Primary Account

Page 1

* Please help us keep your contact information updated. In the event of fraud or other related issues, it is important for us to be able to contact you. *

Checking Account

Account Title: Belvedere Municipal Utility District
Capital Projects

The Unlawful Internet Gambling Enforcement Act prohibits you from receiving payments related to Internet gambling. Please call us toll free at 1-888-902-2552 for questions.

Money Market Public Fund		Enclosures/Images	1
Account Number	[REDACTED]	Statement Dates	5/01/20 thru 5/31/20
Previous Balance	210,076.58	Days in the Statement Period	31
Deposits/Credits	.00	Average Ledger Balance	206,041.02
1 Checks/Debits	4,035.56	Average Collected	206,041.02
Service Charge Amount	.00	Interest Earned	63.05
Interest Paid	63.05	Annual Percentage Yield Earned	0.36%
Current Balance	206,104.07	2020 Interest Paid	476.96

Deposits and Other Credits

Date	Description	Amount
5/31	Interest Deposit	63.05

Date	Check No.	Checks Amount
5/01	337	4,035.56





Date 5/29/20
Primary Account

Page 2

Belvedere Municipal Utility District
Capital Projects
PO Box 2029
Pflugerville TX 78691

Money Market Public Fund

[REDACTED] (Continued)

Daily Balance Information

Date	Balance	Date	Balance
5/01	206,041.02	5/31	206,104.07

INTEREST RATE SUMMARY

Date	Rate
4/30	0.400000%
5/08	0.350000%

End Of Statement



Belvedere MUD - Capital Projects Fund
Reconciliation Detail
Cash, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						210,076.58
Cleared Transactions						
Checks and Payments - 1 item						
Check	04/21/2020	337	Jones & Carter Inc	X	-4,035.56	-4,035.56
Total Checks and Payments					-4,035.56	-4,035.56
Deposits and Credits - 1 item						
Deposit	05/24/2020			X	63.05	63.05
Total Deposits and Credits					63.05	63.05
Total Cleared Transactions					-3,972.51	-3,972.51
Cleared Balance					-3,972.51	206,104.07 ^m
Uncleared Transactions						
Checks and Payments - 3 items						
Check	04/21/2020	338	Belvedere MUD-Gen...		-1,320.00	-1,320.00
Check	05/19/2020	340	DigDug Construction...		-11,940.00	-13,260.00
Check	05/19/2020	339	Belvedere MUD-Gen...		-1,572.50	-14,832.50
Total Checks and Payments					-14,832.50	-14,832.50
Total Uncleared Transactions					-14,832.50	-14,832.50
Register Balance as of 05/31/2020					-18,805.01	191,271.57
Ending Balance					<u>-18,805.01</u>	<u>191,271.57</u>



Drawer 9
Wolfforth, Texas 79382-0009

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2623267

Belvedere Municipal Utility District
Debt Services
PO Box 2029
Pflugerville TX 78691

Date 5/29/20 Page 1
Primary Account [REDACTED]

4

* Please help us keep your contact information updated. In the event of fraud or other related issues, it is important for us to be able to contact you. *

Checking Account

Account Title: Belvedere Municipal Utility District
Debt Services

The Unlawful Internet Gambling Enforcement Act prohibits you from receiving payments related to Internet gambling. Please call us toll free at 1-888-902-2552 for questions.

Money Market Public Fund		Enclosures/Images	0
Account Number	[REDACTED]	Statement Dates	5/01/20 thru 5/31/20
Previous Balance	318,828.78	Days in the Statement Period	31
Deposits/Credits	.00	Average Ledger Balance	318,828.78
Checks/Debits	.00	Average Collected	318,828.78
Service Charge Amount	.00	Interest Earned	97.56
Interest Paid	97.56	Annual Percentage Yield Earned	0.36%
Current Balance	318,926.34	2020 Interest Paid	393.16

* 005400174802020000 *

Deposits and Other Credits

Date	Description	Amount
5/31	Interest Deposit	97.56

Daily Balance Information

Date	Balance	Date	Balance
5/01	318,828.78	5/31	318,926.34

INTEREST RATE SUMMARY

Date	Rate
4/30	0.400000%

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION





Date 5/29/20
Primary Account

Page 2

Belvedere Municipal Utility District
Debt Services
PO Box 2029
Pflugerville TX 78691

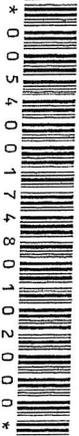
Money Market Public Fund

[REDACTED] (Continued)

INTEREST RATE SUMMARY

Date	Rate
5/08	0.350000%

End Of Statement



Belvedere MUD-Debt Service Fund
Reconciliation Detail
MUD Debt Service Fund, Period Ending 05/31/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						318,828.78
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	05/31/2020			X	97.56	97.56
Total Deposits and Credits					97.56	97.56
Total Cleared Transactions					97.56	97.56
Cleared Balance					97.56	318,926.34
Register Balance as of 05/31/2020					97.56	318,926.34
Ending Balance					97.56	318,926.34 <i>ms</i>

TexPool Participant Services
 1001 Texas Avenue, Suite 1150
 Houston, TX 77002



Participant Statement

BELVEDERE MUD
 DEBT SERVICE FUND
 ATTN JEFF MONZINGO
 PO BOX 2029
 PFLUGERVILLE TX 78691-2029

Statement Period **05/01/2020 - 05/31/2020**

Page 1 of 2

Customer Service **1-866-TEX-POOL**
 Location ID **[REDACTED]**
 Investor ID **[REDACTED]**

TexPool Update

Visit the newly updated TexPool.com! Our new site is more dynamic, intuitive and engaging, and offers an ideal user experience across any device. We invite you to check it out and experience the many upgrades.

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$274,858.13	\$0.00	\$0.00	\$62.68	\$274,920.81	\$274,864.20
Total Dollar Value	\$274,858.13	\$0.00	\$0.00	\$62.68	\$274,920.81	

Portfolio Value

Pool Name	Pool/Account	Market Value (05/01/2020)	Share Price (05/31/2020)	Shares Owned (05/31/2020)	Market Value (05/31/2020)
Texas Local Government Investment Pool	[REDACTED]	\$274,858.13	\$1.00	274,920.810	\$274,920.81
Total Dollar Value		\$274,858.13			\$274,920.81

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	[REDACTED]	\$62.68	\$1,116.19
Total		\$62.68	\$1,116.19



Transaction Detail

Texas Local Government Investment Pool

Participant: BELVEDERE MUD

Pool/Account: ██████████

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
05/01/2020	05/01/2020	BEGINNING BALANCE	\$274,858.13	\$1.00		274,858.130
05/29/2020	05/29/2020	MONTHLY POSTING	\$62.68	\$1.00	62.680	274,920.810
Account Value as of 05/31/2020			\$274,920.81	\$1.00		274,920.810

Belvedere MUD-Debt Service Fund
Reconciliation Detail
 TexPool, Period Ending 05/31/2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						274,858.13
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	05/31/2020			X	62.68	62.68
Total Deposits and Credits					62.68	62.68
Total Cleared Transactions					62.68	62.68
Cleared Balance					62.68	274,920.81
Register Balance as of 05/31/2020					62.68	274,920.81
Ending Balance					<u>62.68</u>	<u>274,920.81</u> ✓

**Agenda Item No. 5
Engineer's Report**



3100 Alvin Devane Boulevard, Suite 150
Austin, Texas 78741-7425
Tel: 512.441.9493
Fax: 512.445.2286
www.jonescarter.com

June 11, 2020

Board of Directors
Belvedere Municipal Utility District
c/o Lloyd Gosselink Rochelle & Townsend, P.C.
816 Congress Ave., Suite 1900
Austin, TX 78701

Re: Monthly Status Report
Belvedere MUD Regular Board Meeting of June 16, 2020

Dear Directors:

The following is a brief summary that describes our activities during the past month:

1. **Change in Scope Application** – The application is currently in review with TCEQ.
2. **Drainage Facilities, Maintenance, and Repair**
 - a. Trail Maintenance Plan – Presented for your review is a draft copy of our recommendations for maintenance and repair of the trails from 2020 through 2023. We coordinated with a maintenance contractor, WLE, to update the cost estimates. We are continuing to work with them for more refined estimates.
3. **Amenity Center Trail Extension** – We met with the Engineering Subcommittee and a representative from WLE to discuss access needs and potential improvements to the trail on the north side of the Amenity Center. Presented today is our proposal for design of the Amenity Center Trail, as requested by the Engineering Subcommittee.

Should you have any questions or need additional information, please notify us.

Sincerely,

A handwritten signature in black ink that reads 'Catherine B. Mitchell'.

Catherine Garza Mitchell, PE

CGM/cgm

K:\16654\0900\MeetingFiles\StatusReports\STATUS REPORT for Belvedere 20200611.doc

Belvedere MUD
Trail Maintenance Plan: Estimated Maintenance and Construction Cost
June 2020

	Approx. Trail Length (Ft)	2020	2021	2022	2023
Proposed Amenity Center Lot Trail Extension	550				
Extension from Lower Pond Trail to Lakewood Ridge Cove		\$50,000			
Decomposed Granite Maintenance (quarterly)		\$150	\$150	\$150	\$150
	Approx. Trail Length (Ft)	2020	2021	2022	2023
Lower Pond Trail	1,975				
Widen Trail at tree trunk overhang near Amenity Center		\$2,500			
Drainage modification adjacent to trails			\$2,750	\$2,000	
Drainage feature/ culvert system repair at Lower Pond		\$3,500			
Decomposed Granite Maintenance (quarterly)		\$500	\$500	\$500	\$500
Removal of debris from culverts (quarterly)		\$150	\$150	\$150	\$150
	Approx. Trail Length (Ft)	2020	2021	2022	2023
Shady Trail	1,700				
Drainage modification adjacent to trails			\$2,000	\$2,000	
Decomposed Granite Maintenance (quarterly)		\$440	\$440	\$440	\$440
Removal of debris from culverts (quarterly)		\$150	\$150	\$150	\$150
	Approx. Trail Length (Ft)	2020	2021	2022	2023
Carlton Ridge	1,150				
Drainage modification adjacent to trails		\$1,500	\$4,000		
Rock Headwall Repair				\$4,000	
Decomposed Granite Maintenance (quarterly)		\$300	\$300	\$300	\$300
Removal of debris from culverts (quarterly)		\$150	\$150	\$150	\$150
	Approx. Trail Length (Ft)	2020	2021	2022	2023
Upper Pond Trail	850				
Drainage modification adjacent to trails			\$1,500		
Decomposed Granite Maintenance (quarterly)		\$220	\$220	\$220	\$220
Removal of debris from culverts (quarterly)		\$150	\$150	\$150	\$150
	Approx. Trail Length (Ft)	2020	2021	2022	2023
Meadow Loop Trail	2,275				
Mortared Rock repair				\$3,500	
Decomposed Granite Maintenance (quarterly)		\$600	\$600	\$600	\$600
Removal of debris from culverts (quarterly)		\$150	\$150	\$150	\$150
	Approx. Trail Length (Ft)	2020	2021	2022	2023
Glenville Cove Trail	850				
Culvert System Replacement					\$4,500
Decomposed Granite Maintenance (quarterly)		\$220	\$220	\$220	\$220
Removal of debris from culverts (quarterly)		\$150	\$150	\$150	\$150
Total	9,350	\$60,830	\$13,580	\$14,830	\$7,830



3100 Alvin Devane Boulevard, Suite 150
Austin, Texas 78741-7425
Tel: 512.441.9493
Fax: 512.445.2286
www.jonescarter.com

June 10, 2020

Board of Directors
Belvedere Municipal Utility District
c/o Stefanie Albright
Lloyd Gosselink Rochelle & Townsend, PC
816 Congress Ave., Suite 1900
Austin, Texas 78701

Re: Professional Engineering Services Proposal for
Amenity Center Trail Extension
Belvedere Municipal Utility District

Dear Directors:

Jones & Carter, Inc. (JC) appreciates the opportunity to present this proposal for the engineering services in connection with the Amenity Center Trail Extension project. This proposal is submitted pursuant to and in accordance with that certain Professional Services Agreement dated November 19, 2019 by and between Jones & Carter, Inc. and Belvedere Municipal Utility District (the Client).

Project Understanding

JC understands that the Client intends to construct a 550± linear foot trail made of pervious material and mortared stone flat work, on and along an existing path. The trail will be constructed within the Amenity Center Lot and greenbelt drainage easement adjacent to the north Amenity Center property line. It will connect the proposed Amenity Center Parking area along Lakewood Ridge Cove to the existing Lower Pond trail.

It is intended for the trail be utilized as a walking trail for the community as well as a maintenance access path for the Belvedere Homeowners Association (the HOA) and the Client. Multiple drainage feature crossings will be incorporated or modified as part of this scope of work to allow for vehicular crossing. The trail will be at least 8-foot wide with adequate stabilization to accommodate maintenance and firefighting equipment, which will require the widening of the existing stone flatwork along the Amenity Center perimeter fence, extending the pool area drain pipe, and potential removal of some trees. The HOA and Travis County ESD No. 6 are coordinating on additional specifications for the trail, which we will incorporate into the design when received. This extension is considered a part of the Amenity Center landscape improvements' scope of work, therefore bidding and construction related tasks are not included in this proposal.

Based on our understanding of this project, we prepared the following scope of services and fee proposal for your consideration.



Belvedere Municipal Utility District
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Scope of Services

Services to be provided by JC include:

1. Design Phase Services – We will prepare detailed construction drawings and technical specifications. We will coordinate with the Client and the HOA on the specific trail route and design specifications.
2. Surveying Services – We will identify property corners along the proposed route and prepare a 20 foot wide topographic survey of the trail alignment area for use in the trail design.

Proposed Fee

Compensation for services described above will be on an Hourly basis in the amount of \$10,600 as broken down in further detail in the attached Exhibit A – Engineering Services Breakdown.

Special Considerations

This proposal is based on the following special considerations:

1. We understand that any necessary plan approvals or permits will be acquired by others. Plan submittals to review agencies and agency approvals are not included in the above scope and will be considered additional services.
2. Charges for hourly services and services requested by the Client that are outside the scope of this proposal will be performed on an hourly rate basis in accordance with the enclosed Schedule of Hourly Rates. This schedule is subject to revision January 1st of each year.
3. Charges for reimbursable expenses such as permit fees and deliveries will be reimbursed in accordance with the enclosed Schedule of Reimbursable Expenses. This schedule is subject to revision January 1st of each year.
4. The proposed fees shall be considered in their entirety for the scope of services. Should you wish to contract with us for only a portion of the work, we reserve the right to negotiate individual scope items on their own merits.
5. This proposal shall be valid for sixty days from this date and may be extended upon approval by this office.

Project Schedule

JC will complete the scope of services defined herein according to the following schedule. Durations are in calendar days, commencing with receipt of written notice-to-proceed. Note that durations do not include any delays due to coordination with other entities.



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- Surveying Services 21 calendar days
- Design Phase Services 45 calendar days

We thank you for the opportunity to submit this proposal and look forward to working with you on this project. An executed copy of this proposal will serve as our notice to proceed. Please return one (1) copy to our office. Should you have any questions, please call 512.441.9493.

Sincerely,

A handwritten signature in blue ink that reads 'Jason Baze'.

Jason Baze, PE
Senior Project Manager

JWB/jwb

K:\16654\Client Management\Amenity Center Trail Extension Proposal\PROPOSAL for Amenity Center Trail 20200603.docx

APPROVED BY:

Signature

Name and Title (Printed)

Date

**EXHIBIT A
ENGINEERING SERVICES BREAKDOWN
AMENITY CENTER TRAIL EXTENSION
FOR
BELVEDERE MUNICIPAL UTILITY DISTRICT
TRAVIS COUNTY
June 10, 2020**

<u>Description</u>	<u>Compensation Method</u>	<u>Fee</u>
BASIC SERVICES:		
1. Design Phase	Hourly	\$8,200
ADDITIONAL SERVICES:		
1. Surveying Services	Hourly	\$2,400
		<hr/>
	Total	\$10,600



SCHEDULE OF HOURLY RATES

Effective January 2019 - Subject to Annual Revision in January 2020

ENGINEERING PERSONNEL

Design Engineer I	\$100
Design Engineer II	\$120
Professional Engineer I	\$140
Professional Engineer II	\$160
Professional Engineer III	\$185
Professional Engineer IV	\$215
Professional Engineer V	\$230
Practice Leader	\$250

ELECTRICAL ENGINEERING PERSONNEL

Electrical Design Engineer I	\$110
Electrical Design Engineer II	\$130
Electrical Professional Engineer I	\$155
Electrical Professional Engineer II	\$170
Electrical Professional Engineer III	\$190
Electrical Professional Engineer IV	\$225
Electrical Professional Engineer V	\$240

CONSTRUCTION PERSONNEL (Includes Mileage)

Project Representative I	\$ 60
Project Representative II	\$ 85
Project Representative III	\$105
Project Representative I – Treatment Facilities	\$ 85
Project Representative II – Treatment Facilities	\$110
Project Representative III – Treatment Facilities	\$135
Construction Manager I	\$100
Construction Manager II	\$120
Construction Manager III	\$140
Construction Manager IV	\$160
Construction Manager V	\$185

SOFTWARE ENGINEER

Software Engineer I	\$120
Software Engineer II	\$185
Software Engineer III	\$230

PLANNING PERSONNEL

Planner I	\$ 90
Planner II	\$120
Planner III	\$150

DESIGNERS/DRAFTING PERSONNEL

CAD Operator I	\$ 55
CAD Operator II	\$ 75
CAD Operator III	\$ 95
Designer I	\$ 95
Designer II	\$115
Designer III	\$135
GIS Operator I	\$ 80
GIS Operator II	\$105
GIS Operator III	\$140

SURVEYING PERSONNEL

1-Person Field Crew	\$125
2-Person Field Crew	\$170
3-Person Field Crew	\$205
4-Person Field Crew	\$235
Scanner Equipment	\$100
Survey Technician I	\$ 65
Survey Technician II	\$ 80
Survey Technician III	\$100
Project Surveyor I	\$ 75
Project Surveyor II	\$ 85
Project Surveyor III	\$100
Project Surveyor IV	\$115
Chief of Survey Crews	\$100
Registered Professional Land Surveyor	\$160
Survey Manager	\$185

OFFICE PERSONNEL

Engineer's Assistant I	\$ 60
Engineer's Assistant II	\$ 75
Engineer's Assistant III	\$ 85
Admin I	\$ 55
Admin II	\$ 75
Admin III	\$100
Assistant Controller/ Chief Accountant	\$110
Corporate/Project Acct. I	\$ 75
Corporate/Project Acct. II	\$ 90



SCHEDULE OF REIMBURSABLE EXPENSES
 Effective January 2019
 Subject to Annual Revision in January 2020

1. Reproduction performed in office

<u>Size</u>	<u>Black & White</u>	<u>Color</u>
8½ x 11 (single-sided)	\$0.05/page	\$.50/page
8½ x 11 (double-sided)	\$0.15/page	\$ 1.00/page
8½ x 14	\$0.15/page	\$.75/page
11 x 17	\$0.20/page	\$ 1.00/page
 <u>Large Document Prints/Plots</u>		
	<u>Black & White</u>	<u>Color</u>
Bond	\$0.20/sq ft	\$ 1.00/sq ft
Photographic Bond	\$4.00/sq ft	\$ 5.00/sq ft
Mylar (4 mil)	\$2.00/sq ft	N/A

Aerial Backgrounds
 All sizes \$5.00/sheet (plus above sq. ft. cost)

- 2. Transportation (mileage): Standard IRS mileage rate in effect
- 3. Subcontracts and all other outside expenses and fees: Cost, plus 10% service charge
- 4. Surveying Expenses
 - a. Crew Rates: Includes time charged portal to portal and the first 120 miles of transportation and standard survey equipment
 - b. Special Rental Equipment: Cost, plus 10%
 - c. Stakes: Cost, plus 10% service charge when an excessive number of wooden stakes or any special stakes are required
 - d. Iron Rods and Pipes: Cost, plus 10%
 - e. All-Terrain Vehicle (ATV): \$150/day
 - f. Overnight Stays: \$190/night
 - g. Overtime Rates: Jobs requiring work on weekends or holidays billed at 1.5 times the standard rate
 - h. Sales Tax: To be paid on boundary-related services.
 - i. Deliveries, abstracting services, outside reproduction costs, and other reimbursable expenses charged at cost, plus 10%

Final 2019
 Standard