

**BELVEDERE MUNICIPAL UTILITY DISTRICT  
NOTICE OF MEETING**

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

**A: *EL CONSEJO DE ADMINISTRACIÓN DEL DISTRITO DE SERVICIOS PÚBLICOS  
MUNICIPALES DE BELVEDERE Y A TODAS LAS OTRAS PERSONAS INTERESADAS:***

Notice is hereby given pursuant to V.T.C.A., Government Code Chapter 551, that the Board of Directors of Belvedere Municipal Utility District (District) will hold a regular meeting, open to the public, on Tuesday, March 19, 2024 at 6:00 p.m., within the boundaries of the District, at the Belvedere Amenity Center, 17400 Flagler Drive, Austin, Texas, for the following purposes:

*Por la presente se notifica de conformidad con V.T.C.A., Código de Gobierno Capítulo 551, que el Consejo de Administración del Distrito de Servicios Públicos Municipales de Belvedere celebrará una reunión regular, abierta al público, el martes 19 de marzo de 2024, a las 6:00 p.m., dentro de los límites del Distrito, en The Belvedere Amenity Center, 17400 Flagler Drive, Austin, Texas, para los siguientes propósitos;*

Meeting materials are available at [www.belvederemud.org](http://www.belvederemud.org).

1. Call meeting to order and establish a quorum.
2. Receive public comments.
3. Discuss, consider, and take action as necessary regarding Preservation Ranch Development, including, but not limited to, construction activities within the District and pending litigation.
4. The Board will meet in executive session to receive advice from its attorneys regarding Preservation Ranch Development, including but not limited to, construction activities within the District and pending litigation, in accordance with Texas Government Code § 551.071.
5. Discuss, consider, and take action to approve minutes for the January 23, 2024 regular meeting of the Board of Directors.
6. Discuss, consider, and take action as necessary concerning report from the District's Bookkeeper and Finance Committee, including:
  - a. Payment and ratification of invoices;
  - b. Coordination on bookkeeping matters;
  - c. TexPool investments; and
  - d. Reimbursement of costs to Belvedere HOA (HOA) pursuant to the Joint Use and Maintenance Agreement.
7. Discuss, consider, and take action regarding report from the District liaison to the HOA and from the HOA liaison to the District.

- 8. Discuss, consider, and take action regarding May 4, 2024 Directors Election, including: (*Discutir, considerar, y tomar medidas con respecto a la elección de directores que se celebrará el 4 de mayo de 2024, incluyendo:*)
  - a. Declaration of Unopposed Candidates (*Declaración de candidatos sin oposición*); and
  - b. Cancellation of Election (*Cancelación de Elección*).
- 9. Discuss, consider, and take action regarding regulation, improvement, maintenance, and repair of existing and future assets owned or maintained by the District, including, but not limited to:
  - a. Report from the District’s Engineer;
  - b. Drainage facilities, including but not limited to:
    - (i) review of landscaping improvements within the ditch in front of the property at 8708 Springdale Ridge Drive;
    - (ii) temporary culvert removal at 18201 Flagler Drive; and
    - (iii) Notice of Violation concerning culvert/ditch work on property at 8316 Verde Mesa
  - c. Playground maintenance work update.
  - d. Trail maintenance, including but not limited to, proposed Trail maintenance activities.
- 10. Discuss, consider, and take action on future meeting schedule.
- 11. Adjournment.

EXECUTED this the 15th day of March, 2024.

  
 \_\_\_\_\_  
 Attorney for the District



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 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 David Klein at (512) 322-5818, for information.

## Agenda Item No. 5

Discuss, consider, and take action to approve minutes for the January 23, 2024 regular meeting of the Board of Directors.

MINUTES OF MEETING  
OF  
BOARD OF DIRECTORS

THE STATE OF TEXAS §  
COUNTY OF TRAVIS §  
BELVEDERE MUNICIPAL UTILITY DISTRICT §

On January 23, 2024, the Board of Directors (“Board”) of Belvedere Municipal Utility District (the “District”) held a regular meeting within the boundaries of the District at the Belvedere Amenity Center, 17400 Flagler Drive, Austin, Texas. A copy of the notice of meeting along with associated certificates of posting are attached hereto as **Exhibit “A”**.

The roll was called of the members of the Board, to-wit:

James Koerner	President
Ronald Ubertini	Vice President
Kim Clifford	Secretary
Keri Parker	Assistant Secretary
Vito Sciaraffia	Assistant Secretary

At the beginning of the meeting, all of the Directors were present, thus constituting a quorum of the Board. All Directors who attended voted on all Items that came before the Board. Other attendees included Megan Norris, P.E., and McKenna Sanders, EIT with Quiddity Engineering; Bob West with West Davis & Company; David Klein, Attorney, and Fred Castro, Paralegal, with Lloyd Gosselink Rochelle & Townsend, P.C. (“Lloyd Gosselink”); and Keith Milkiewicz with the Belvedere Homeowners Association (the “HOA”).

1. Call meeting to order and establish a quorum. Director Koerner called the meeting to order at 6:00 p.m. He announced that all Directors were present, and therefore a quorum of the Board was in attendance.
2. Discuss, consider, and take action as necessary regarding Preservation Ranch Development, including but not limited to, construction activities within the District. Director Koerner introduced this Item. Directors Koerner and Clifford stated that they had nothing to report at this time regarding this Item.
3. Receive public comments. There were no public comments.
4. Discuss, consider, and take action to approve the minutes of the January 7, 2024 special meeting. Director Koerner introduced this Item, and a copy of the minutes is attached hereto in **Exhibit “B”**. Director Clifford moved to approve the minutes of the January 7, 2024, special meeting, as presented. Director Ubertini seconded the Motion and the Motion passed unanimously, 5-0. The Board then took up Item 6.

5. Discuss, consider, and take action as necessary concerning reports from the District's Bookkeeper and Finance Committee, including:
  - a. Payment and ratification of invoices;
  - b. Coordination on bookkeeping matters;
  - c. TexPool investments; and
  - d. Reimbursement of costs to Belvedere HOA pursuant to the Joint Use and Maintenance Agreement.

Director Koerner introduced this Item and presented a revised Bookkeeper's Report and cash sheet, consisting of the list of invoices and additional documentation concerning other bookkeeping matters, all of which are attached hereto as **Exhibit "D"**. He requested that the Board add a check, payable to Peter Golde for the renewal of the District's GoDaddy website hosting fee for \$434.67. Director Koerner stated that he would talk with the District's Bookkeeper to set up the website under a District account. Next, Director Clifford requested that a check be added, payable to Quiddity Engineering for \$6,837.50 for engineering services through December 29, 2023. Director Koerner requested that, per the Bookkeeper's Report, the Board (i) ratify the payment of the prior invoices, (ii) approve the payment of new invoices, and (iii) the addition of checks to Peter Golder and Quiddity Engineering. Director Ubertini moved to ratify the payment of the invoices paid since the Board's last regular meeting and approve the payment of current invoices and approval of additional checks to Peter Golde and Quiddity Engineer. Director Clifford seconded the Motion and the Motion passed unanimously, 5-0. The Board then took up Item 7.

6. Discuss, consider, and take action to approve the audit for the period ending September 30, 2023. Director Koerner introduced this Item. Mr. West addressed the Board and described the results of the audit, provided as **Exhibit "C"**. Mr. West notified the Board that his firm rendered a clean opinion on the financials and then proceeded to summarize the audit, highlighting: (i) what the District accomplished during the year; (ii) the balance sheet; and (iii) the five-year comparison of the general fund, revenue, and expenses. Director Koerner moved to approve the audit as presented and to authorize Lloyd Gosselink to file the audit with the Texas Commission on Environmental Quality. Director Clifford seconded the Motion and the Motion passed unanimously, 5-0. The Board then took up Item 5.
7. Discuss, consider, and take action regarding reports from the District liaison to the HOA and from the HOA liaison to the District. Director Koerner introduced this Item. Director Koerner and Mr. Milkiewicz stated that they had nothing to report at this time.
8. Discuss, consider, and take action as necessary to adopt Order Calling Directors Election and authorize publication of notice; (*Discutir, considerar y adoptar medidas que sean necesarias para adoptar una orden de elección de directores y autorizar la publicación del aviso*). Director Koerner introduced this Item. Mr. Klein stated that Directors Ubertini and Clifford's terms were expiring and up for reelection in May 2024 and that the deadline for receiving a candidate's application for a place on the ballot was 5:00 p.m., Friday, February 16, 2024. He stated that in the event the Directors Election is uncontested, the Board will follow the procedures for the election of unopposed candidates established by the Texas Election Code and cancel its May 4, 2024 Directors Election. A copy of the Order Calling Directors Election is attached hereto as **Exhibit "E"**. Director Clifford moved to adopt the

Order Calling Directors Election, as presented, and authorized publication of the notice of same. Director Sciaraffia seconded the Motion and the Motion passed unanimously, 5-0.

9. Discuss, consider, and take action as necessary to authorize the execution of election agreement with Travis County; (Autorizar la ejecución del acuerdo de elección con el Condado de Travis). Director Koerner introduced this Item. Mr. Klein noted that the District typically engages Travis County to conduct the District's Directors Elections, if contested. He added that by contracting with Travis County for election services, the District would be sharing in such costs with all other political subdivisions in Travis County utilizing the County to conduct their May 4, 2024 elections, memorialized under one joint election agreement with the County. Mr. Klein stated that the County has not provided a finalized election services agreement yet because critical election-related deadlines had not yet passed and the County is unsure of the political subdivisions that will ultimately request their services and of the election polling places required. He recommended that the Board authorize the Board President to review and approve an election services agreement with Travis County and authorize the Board President to execute a joint election agreement with political subdivisions in Travis County, should the need arise, when the final agreement becomes available. Director Clifford moved to authorize the Board President to execute an election services agreement with Travis County and joint election agreements with political subdivisions in Travis County, if necessary. Director Ubertini seconded the Motion and the Motion passed unanimously, 5-0.
10. Discuss, consider, and take action regarding the adoption of District Drainage System Issue Resolution Guidelines. Director Koerner introduced this Item. Director Clifford requested that this Item be taken up with the next Agenda Item. This Item was discussed in conjunction with Item 11.a.
11. Discuss, consider, and take action regarding the improvement, maintenance, and repair of existing and future assets owned or maintained by the District, including, but not limited to:
  - a. Report from the District's Engineer;
  - b. Issuance of Notice of Violation concerning culvert/ditch work at 8316 Verde Mesa;
  - c. Update on culvert/ditch work along Springdale Ridge;
  - d. Playground maintenance work update; and
  - e. Trail maintenance.

Director Koerner introduced this Item, a copy of the Engineer's Report is attached as **Exhibit "F"**. Director Sciaraffia provided an update on his latest efforts to address the matter concerning the property owner at 8316 Verde Mesa who installed rocks and plants in the ditch in front of his property without first seeking District approval. This issue also concerns the possibility that the slope of the ditch is incorrect either due to improper grading or placement of the culvert which impairs the proper flow of rainwater runoff. Discussion ensued that it was the Board's understanding that (i) some corrective action has been taken by the homebuilder to address the slope of the ditch problem and (ii) such homebuilder had informed the District's Engineering Subcommittee that he felt that he had completed all corrective actions related to the slope of the ditch and any other issues was the property owner's responsibility. Director Sciaraffia stated that the District Engineer

would not opine on the work needed to address the slope without a survey being conducted first. Director Clifford stated that the District’s Engineering Subcommittee issued this property owner a Notice of Violation on December 28, 2023. After discussion, Director Sciaraffia agreed to approach the homeowner one last time before getting legal counsel further involved.

Next, in conjunction with Items 10 and 11.a., Ms. Norris stated that she had worked with the District’s Engineering Subcommittee to come up with a set of District Drainage System Issue Resolution Guidelines and presented a set of Guidelines for the Board’s consideration, attached as **Exhibit “G”**. Director Clifford stated that this set of Guidelines was to be used by the Board for reference purposes and was not a part of any Policy previously adopted by the Board. Director Koerner moved to adopt the District Drainage System Issue Resolution Guidelines, as presented. Director Ubertini seconded the Motion and the Motion passed unanimously, 5-0.

Then, as to the playground maintenance work, Director Clifford advised that the replacement parts had been received and installation was expected to take place in the next week or so. She noted that the District would then purchase “kiddie mulch” from another company to complete the maintenance work.

Next, a discussion ensued regarding the District Engineer’s role in maintenance of the trails. Ms. Norris committed to review any prior work done by Quiddity regarding an ongoing inspection plan and to make recommendations with regards thereto at the next meeting.

12. Discuss, consider, and take action on future meeting schedules. Director Koerner introduced this Item and suggested that the next Board meeting be held at 6:00 PM at the Belvedere Amenity Center on March 19, 2024. There was a consensus of the Board to hold the meeting at that time and location and they directed the District’s consultants to take the steps necessary to schedule such a meeting.
13. Adjournment. Director Clifford moved to adjourn the meeting. Director Scaraffia seconded the Motion and the Motion passed unanimously, 5-0. The meeting adjourned at 7:12 p.m.

PASSED, APPROVED, AND ADOPTED this 19<sup>th</sup> day of March 2024.

[DISTRICT SEAL]

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Kim Clifford, Secretary

## Agenda Item No. 8

Discuss, consider, and take action regarding May 4, 2024 Directors Election, including: (*Discutir, considerar, y tomar medidas con respecto a la elección de directores que se celebrará el 4 de mayo de 2024, incluyendo:*)

- a. Declaration of Unopposed Candidates (*Declaración de candidatos sin oposición*); and
- b. Cancellation of Election (*Cancelación de Elección*).



**ORDER DECLARING RESULT OF UNCONTESTED DIRECTORS ELECTION**

THE STATE OF TEXAS

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COUNTY OF TRAVIS

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BELVEDERE MUNICIPAL UTILITY DISTRICT

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The Board of Directors of Belvedere Municipal Utility District (the “District”) met in regular session, open to the public, after due notice, at the Belvedere Amenity Center, 17400 Flagler Drive, Austin, Texas, an official meeting place within the boundaries of the District, on the 19th day of March 2024; whereupon the roll was called of the members of the Board of Directors, to wit:

James Koerner	President
Ronald Ubertini	Vice President
Kim Clifford	Secretary
Keri Parker	Assistant Secretary
Vito Scaraffia	Assistant Secretary

All members of the Board were present, except Director \_\_\_\_\_, thus constituting a quorum, and among other proceedings had by said Board of Directors was the following:

There came on to be considered (i) the election of two (2) directors, each of whom shall serve four (4) year terms, which was called to be held on May 4, 2024 (the “Directors Election”); and (ii) the certification attached as Exhibit “A” to this Order, submitted by the Secretary of the District, which indicates that:

- (1) The election order (“Order”) entered by the District on January 23, 2024 stated that ballots used in the Directors Election shall have printed thereon the names of all candidates for the office of director who timely filed applications to have their names printed on the ballot by 5:00 p.m. seventy-eight (78) days prior to the Directors Election, and blank spaces for write-in votes. The Order further stated that any persons interested in applying to be a candidate for the office of director could obtain an application to have their names printed on the ballot at the offices of the District’s General Counsel, Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas, 78701; online at [www.belvederemud.org](http://www.belvederemud.org); or by sending an email to [elections@lglawfirm.com](mailto:elections@lglawfirm.com).
- (2) 5:00 p.m. on February 16, 2024 was the deadline for persons to file an application to have their name printed on the ballot as a candidate for election to the office of director at the Directors Election scheduled for May 4, 2024.
- (3) 5:00 p.m. on February 20, 2024 was the deadline for persons to file a declaration of write-in candidacy for election to the office of director at the Directors Election scheduled for May 4, 2024.

- (4) The only persons who have filed an application to have their names placed on the ballot are Ronald Ubertini and Geoffrey Everett Webster.
- (5) Two (2) positions for the office of director are scheduled to be voted on at the May 4, 2024 Directors Election, and only two (2) persons have filed applications to have their names placed on the ballot; therefore, only two (2) candidates' names would be placed on the ballot representing two (2) candidates for two (2) positions available.
- (6) No person has filed a declaration of write-in candidacy for the May 4, 2024 Directors Election; therefore, no candidate's name is to be placed on a list of write-in candidates for the office of director.
- (7) Candidates Rondald Ubertini and Geoffrey Everett Webster are unopposed for election to the office of director.
- (8) The Board of Directors of the District desires to cancel the May 4, 2024 Directors Election and authorize the posting of the Order of Cancellation attached to this Order as Exhibit "B" at each polling place that would have been used in the Directors Election.

IT IS, THEREFORE, FOUND, DECLARED, AND SO ORDERED by the Board of Directors of Belvedere Municipal Utility District that the above Directors Election was duly called; that the Secretary of the District has duly certified in writing that Ronald Ubertini and Geoffrey Everett Webster are unopposed for election to the office of director in accordance with law; that Ronald Ubertini and Geoffrey Everett Webster are declared elected to serve four-year terms on the Board of Directors of said District, subject to their taking their oaths, executing and filing their bonds as required by law; the Directors Election called for May 4, 2024 will not be held; and a copy of an Order declaring the candidates elected, provided as Exhibit "B," shall be posted in English and Spanish within the appropriate polling places established by Travis County on May 4, 2024.

It is further found and determined that notice of the date, place, and subject of this meeting was posted in accordance with the terms and provisions of V.T.C.A., Government Code, Chapter 551 at least 72 hours preceding the scheduled time of this meeting and that the terms and provisions of said V.T.C.A., Government Code, Chapter 551 have been complied with.

The above Order being read, it was moved and seconded that same do pass. Thereupon the question being called for, the following members of the Board voted

AYE: Directors \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.

NAY: None.

PASSED, APPROVED, AND ADOPTED this the 19th day of March 2024.

ATTEST

\_\_\_\_\_  
Kim Clifford, Secretary

\_\_\_\_\_  
James Koerner, President

(DISTRICT SEAL)

Exhibit "A"

CERTIFICATE OF SECRETARY

CERTIFICATE OF SECRETARY

THE STATE OF TEXAS

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COUNTY OF TRAVIS

BELVEDERE MUNICIPAL UTILITY DISTRICT

I, the undersigned Secretary of the Board of Directors of Belvedere Municipal Utility District (the “District”), certify the following with regard to the election for the office of director, which was called to be held on May 4, 2024 (the “Directors Election”):

- (1) The election order (“Order”) entered by the District on January 23, 2024 stated that ballots used in the Directors Election shall have printed thereon the names of all candidates for the office of director who timely filed applications to have their names printed on the ballot by 5:00 p.m. seventy-eight (78) days prior to the Directors Election, and blank spaces for write-in votes. The Order further stated that any persons interested in applying to be a candidate for the office of director could obtain an application to have their names printed on the ballot at the offices of the District’s General Counsel, Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas, 78701; online at [www.belvederemud.org](http://www.belvederemud.org); or by sending an email to [elections@lglawfirm.com](mailto:elections@lglawfirm.com).
- (2) 5:00 p.m. on February 16, 2024 was the deadline for a person to file an application to have his/her name printed on the ballot as a candidate for election to the office of director at the Directors Election scheduled for May 4, 2024.
- (3) 5:00 p.m. on February 20, 2024 was the deadline for a person to file a declaration of write-in candidacy for election to the office of director at the Directors Election scheduled for May 4, 2024.
- (4) The only persons who have filed an application to have their names placed on the ballot are Ronald Ubertini and Geoffrey Everett Webster.
- (5) Two (2) positions for the office of director are scheduled to be voted on at the May 4, 2024 Directors Election, and only two (2) persons have filed applications to have their names placed on the ballot; therefore, only two (2) candidates’ names would be placed on the ballot.
- (6) No person has filed a declaration of write-in candidacy for the May 4, 2024 Directors Election; therefore, no candidate’s name is to be placed on a list of write-in candidates for the office of director.
- (7) Candidates Ronald Ubertini and Geoffrey Everett Webster are unopposed for election to the office of director.

WITNESS MY HAND AND OFFICIAL SEAL OF THE DISTRICT, this 19th day of  
March 2024.

By: \_\_\_\_\_  
Kim Clifford, Secretary  
Board of Directors

(DISTRICT SEAL)

Exhibit "B"

ORDER OF CANCELLATION OF DIRECTORS ELECTION FOR  
BELVEDERE MUNICIPAL UTILITY DISTRICT

ORDER OF CANCELLATION OF DIRECTORS ELECTION FOR  
BELVEDERE MUNICIPAL UTILITY DISTRICT

STATE OF TEXAS §  
COUNTY OF TRAVIS §  
BELVEDERE MUNICIPAL UTILITY DISTRICT §

The Board of Directors of Belvedere Municipal Utility District hereby cancels the directors election scheduled to be held on May 4, 2024, in accordance with Section 2.053(a) of the Texas Election Code.

The following candidates have been certified as unopposed and are hereby elected as follows:

<u>Candidate</u>	<u>Office Sought</u>
Ronald Ubertini	Director
Geoffrey Everett Webster	Director

A copy of this Order will be posted on election day at each polling place that would have been used in the election.

Dated this 19th day of March 2024.

\_\_\_\_\_  
James Koerner, President

\_\_\_\_\_  
Kim Clifford, Secretary

ORDEN DE CANCELACIÓN DE ELECCIÓN DE DIRECTORES PARA EL DISTRITO DE  
SERVICIOS PÚBLICOS MUNICIPALES DE BELVEDERE

ESTADO DE TEXAS §  
CONDADO DE TRAVIS §  
DISTRITO MUNICIPAL DE SERVICIOS PÚBLICOS MUNICIPALES DE BELVEDERE §

El Consejo de Administración del Distrito Municipal de Servicios Públicos Municipales de Belvedere se cancela la elección de directores que, de lo contrario, se hubiera celebrado el 4 de mayo 2024 de conformidad, con la Sección 2.053(a) del Código de Elección de Texas.

Los candidatos siguientes han sido certificados como candidatos únicos y son por este medio elegidos como sigue:

<u>Candidato</u>	<u>Cargo al que presenta candidatura</u>
Ronald Ubertini	Director
Geoffrey Everett Webster	Director

El día de las elecciones se exhibirá una copia de esta Orden en todas las mesas electorales que se hubieran utilizado en la elección.

Fecha el 19 de marzo, 2024.

\_\_\_\_\_  
James Koerner, Presidente

\_\_\_\_\_  
Kim Clifford, Secretaria



## Agenda Item No. 9

Discuss, consider, and take action regarding regulation, improvement, maintenance, and repair of existing and future assets owned or maintained by the District, including, but not limited to:

- a. Report from the District's Engineer;
- b. Drainage facilities, including but not limited to:
  - (i) review of landscaping improvements within the ditch in front of the property at 8708 Springdale Ridge Drive;
  - (ii) temporary culvert removal at 18201 Flagler Drive; and
  - (iii) Notice of Violation concerning culvert/ditch work on property at 8316 Verde Mesa

c. Playground maintenance work update.  
Trail maintenance, including but not limited to, proposed Trail maintenance activities.



3100 Alvin Devane Boulevard, Suite 150  
Austin, Texas 78741  
Tel: 512.441.9493  
www.quiddity.com

March 12, 2024

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 March 19, 2024

Dear Directors:

The following is a brief summary that describes our activities since the last meeting:

1. **Drainage Facilities**
  - a. Ditch lining evaluations – We have received a review submittal for 8708 Springdale Ridge Drive regarding drainage ditch modifications. Quiddity is evaluating the provided information.
2. **Trail Facilities**
  - a. Maintenance – We have prepared a list of potential trail related activities for the board's consideration. Activities include inspection options and potential trail improvements. Attached is a copy of the current trail exhibit and summary of the proposed activities.
3. **Preservation Ranch** – No report at this time.

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

Sincerely,

A handwritten signature in cursive script that reads "Meagan Norris".

Meagan Norris, P.E.

MNN/mnn

K:\16654\16654-0900-23 2023 General Consultation (Belvedere MUD\Meeting Files>Status Reports\03.19.24>Status Report for Belvedere 20240319.docx

Date 22nd Feb 2024

To:

**Belvedere Municipal Utility District**

**Attn: Legal Counsel**

Lloyd Gosselink Rochelle & Townsend

816 Congress Avenue, Suite 1900

Austin, TX 78701

From:

**Pratik Patel & Rashmi Patel**

8708 Springdale Ridge Dr.

Austin TX 78738

**Subject:** MUD Approval for 8708 Springdale Ridge Dr.

Hello,

I am the homeowner of 8708 Springdale Ridge Dr. Austin TX 78738 which is located in Belvedere Community. Attached picture of current water drainage / ditch facility in front of our property. We don't have any plan to make any additions or changes to this. We will be maintaining this as it is according to MUD and HOA guidelines. Please review and provide necessary MUD approval or advice if needed.

Attached \$750 check for any assessment needed.

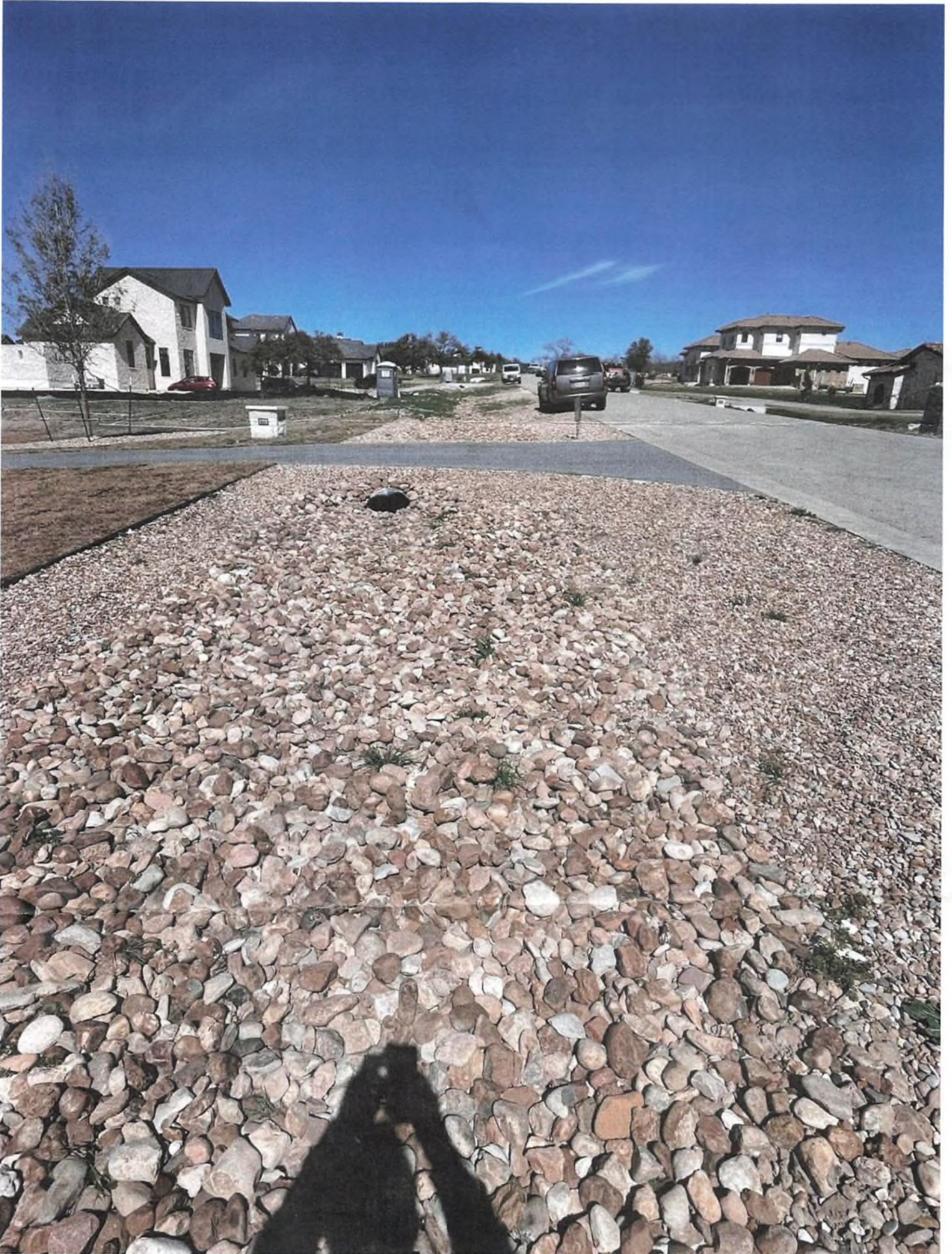
Thank You

Pratik Patel









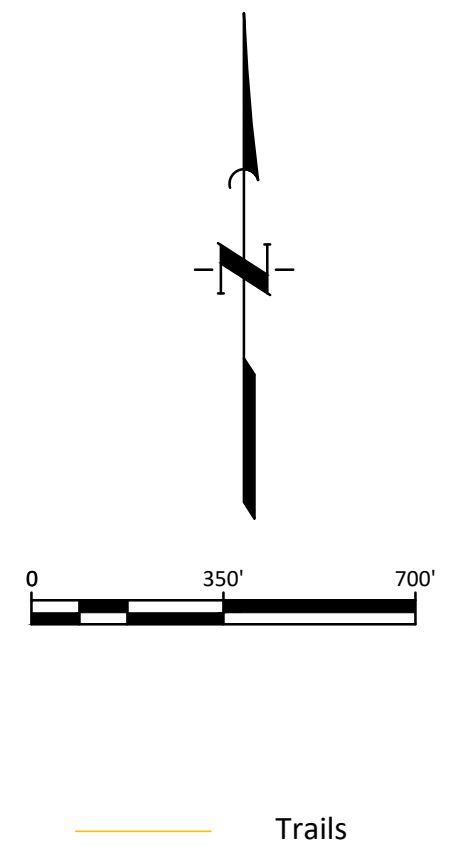
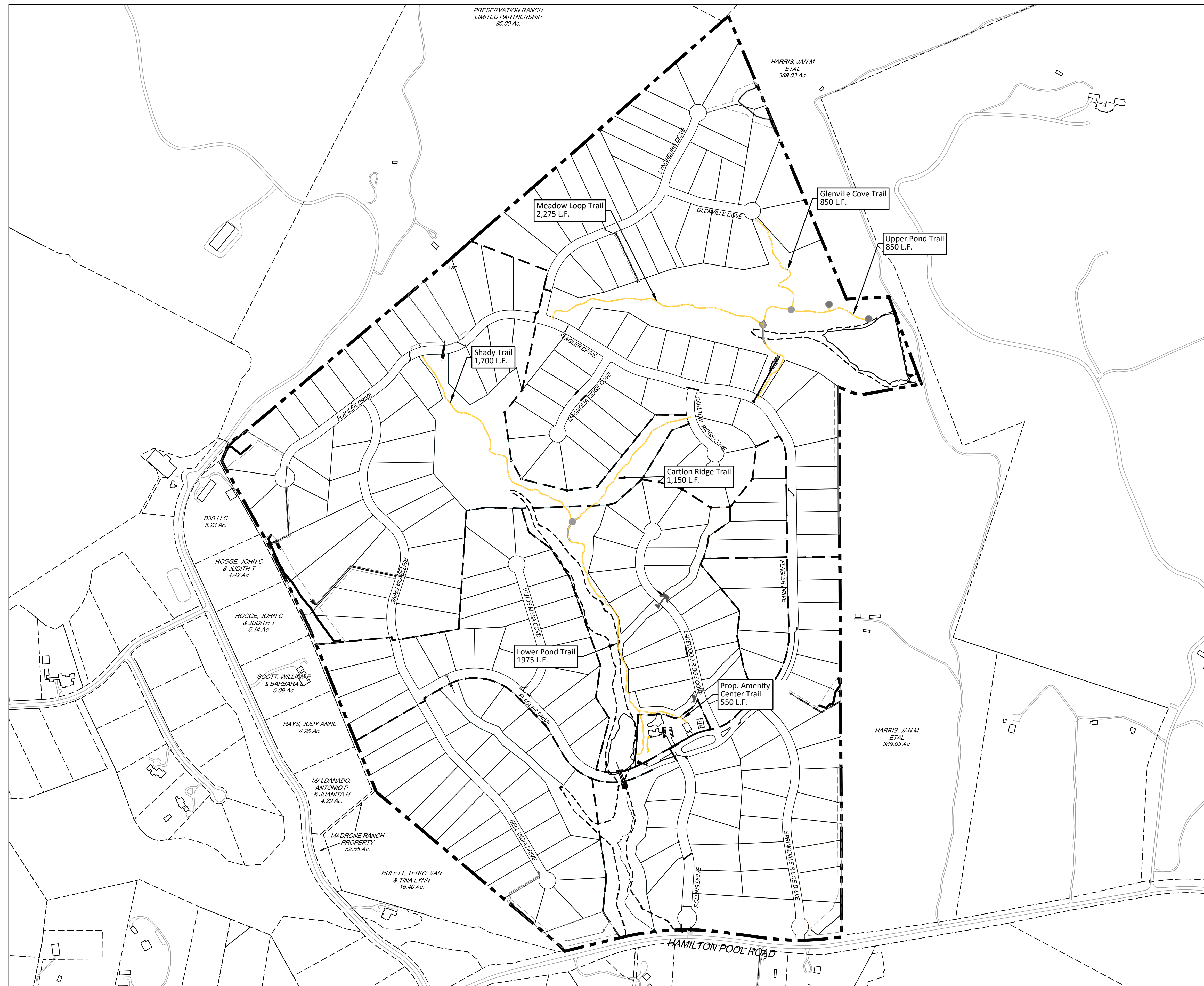
**PROPOSED TRAIL MAINTENANCE ACTIVITIES  
FOR  
BELVEDERE MUNICIPAL UTILITY DISTRICT  
TRAVIS COUNTY  
MARCH 2024**

**Summary of Past Activities:** Quiddity walked all trails in February 2020. In the summer of 2020 a maintenance plan was drafted. Quiddity presented the design proposal for the Amenity Center Trail in June 2020. An agreement with Sunscape began in October 2020. In addition to the routine quarterly site visits, Sunscape also addressed erosion concerns in December 2020, worked on winter storm cleanup in March 2021, and addressed trail washout areas in June 2021. In January 2022, Quiddity inspected the existing trails and no maintenance needs were identified. The Amenity Center Trail was constructed later in 2022. In March 2023, Sunscape performed maintenance at the trails including work at a low water crossing and addressing racking on the masonry sections of the trails.

OPTION	DESCRIPTION OF SERVICES
1	Quiddity to inspect all of the trails within the District twice each year- once in the spring and once in the fall. Inspections would include identifying any drainage patterns that could be negatively impacting the trails as well as checking existing drainage elements for conveyance and potential maintenance needs. Quiddity to summarize identified maintenance needs and potential improvements to enhance the existing trails. Quiddity to verify trail width and trail material (flagstone vs. crushed granite) upon initial inspection.
2	Quiddity to prepare a feasibility report for the improvement of the existing natural trail which extends from the west side of Rollins Drive to the Amenity Center. This trail could be converted to crushed granite or flagstone. All applicable regulatory requirements would need to be followed, including any verifications of impervious cover limits or water quality.



V:\165541\165541-000-20 Belvedere MUD District Engineer 2020\GIS\Drawing\Trail Exhibit of Walking Trails.dwg Jun 29, 2023 - 11:44am RMC2



Trail Name	Approx. Trail Length (Ft)
Amenity Center Lot Trail	550
Lower Pond Trail	1,975
Shady Trail	1,700
Carlton Ridge	1,150
Upper Pond Trail	850
Meadow Loop Trail	2,275
Glenville Cove Trail	850
<b>Total</b>	<b>9,350</b>

**TRAIL EXHIBIT  
 FOR  
 BELVEDERE MUD**  
 TRAVIS COUNTY, TEXAS



Texas Board of Professional Engineers and Land Surveyors Reg. No. F-23290  
 3100 Alvin Devane Boulevard, Suite 150 • Austin, TX 78741 • 512.441.9493