

MINUTES OF MEETING
OF
BOARD OF DIRECTORS

THE STATE OF TEXAS

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COUNTY OF TRAVIS

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BELVEDERE MUNICIPAL UTILITY DISTRICT

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A regular meeting of the Board of Directors of Belvedere Municipal Utility District was held on July 16, 2018, in accordance with the duly posted notice of said meeting. The roll was called of the members of the Board of Directors, to-wit:

Peter Golde	President
James Koerner	Vice President
Kim Clifford	Secretary
Ronald Ubertini	Assistant Secretary

All above-referenced members of the Board were present, thus constituting a quorum of the Board of Directors. All directors present participated in voting on all matters that came before the Board. Also in attendance were Stefanie Albright and Troupe Brewer, Attorneys, and Lissette Ruiz, Legal Assistant, with Lloyd Gosselink Rochelle and Townsend, P.C., Bryce Canady with Murfee Engineering Company. Eric Hudson with Method Architecture was also in attendance. Tom Wiles and Lee Blanton were present on behalf of the Belvedere Homeowners Association (HOA) and Steven Bryson, Director candidate, was also in attendance.

Director Golde called the meeting to order at 6:00 p.m. and stated the Board would first receive public comment. Tom Wiles addressed the Board and stated the HOA had retained an investment advisor and would pass along their contact information to the Finance Subcommittee to discuss with the District's Bookkeeper, if the MUD was interested. Next, Mr. Wiles commented on the drainage ditch project and the remaining leftover material. Discussion ensued regarding the potential use of the leftover rocks in the near term, and the consensus was that the rock should be hauled away. Director Golde asked Mr. Canady to arrange for such haul off and he agreed to do so.

Next, Director Golde stated the Board would discuss, consider, and take action to approve the minutes of the June 19, 2018 regular meeting, provided as **Exhibit A**. **Upon motion by Director Koerner, seconded by Director Ubertini, and unanimously carried, the Board approved the June 19, 2018 regular meeting minutes.**

Director Golde stated Item 4 would be taken out of order. Ms. Albright stated Director Sartain had resigned from the Board, effective July 13, 2018 and that the District had received a completed questionnaire from Mr. Steven Bryson expressing interest in appointment to the vacant position. **After discussion, upon motion by Director Koerner, seconded by Director**

Clifford, and unanimously carried, the Board voted to appoint Steven Bryson to the Board of Directors to complete Mr. Sartain's term, ending in May 2022.

Mr. Bryson was sworn in as a Board Director by Lissette Ruiz, a notary public, and participated in all remaining voting that come before the Board

The next item before the Board was to discuss, consider, and take action concerning the election of officers. **Upon motion by Director Clifford, seconded by Director Koerner, and unanimously carried, the Board elected Director Bryson as Assistant Secretary.**

The next item before the Board was to consider the bookkeeper's report, including payment of invoices and coordination on bookkeeping matters. Director Koerner presented this item and stated the finance subcommittee had a teleconference with Mr. Monzingo to review the bookkeeper's report, provided as **Exhibit B**. Director Koerner gave an overview of the transfers to be made, as identified in **Exhibit B**. **Upon motion by Director Ubertini, seconded by Director Clifford and unanimously carried, the Board approved the Bookkeeper's Report, transfers, and payment of invoices as detailed in Exhibit B.**

Director Koerner discussed the budget for legal and engineering services were over budget due to new projects. He also noted the overage on solid waste was due to growth in the neighborhood, and that he was still working with Refuse Specialists LLC in an attempt to negotiate a new agreement with Texas Disposal Services.

Director Golde stated he thought that engineering fees associated with bond projects should be paid with bond proceeds. A discussion ensued on whether the District could reimburse itself if paying for projects out of their operating account. Ms. Albright stated she has discussed this with bond counsel and with Mr. Canady and determined there would need to be a Resolution and Certificate in place. The Board deferred this item for discussion at the August Board meeting. Director Koerner noted the August meeting would be the preliminary budget setting meeting and that Mr. Monzingo planned to attend.

Item 7 was taken out of order.

Mr. Canady introduced Eric Hudson, Method Architecture, to the Board and presented his proposal for the storage facility, included as **Exhibit C**. Director Ubertini asked if Phases 1 and 2 of the Environmental Study were necessary to which Mr. Hudson stated since the facility was small, both phases would not be required. Director Ubertini also noted the travel expenses in the proposal and Mr. Hudson stated it would only be for mileage. The Board discussed the charges for the project. Mr. Hudson advised that the rate was fixed and the hourly rates would only apply if changes to the project arose. Next, Director Clifford asked a question regarding whether the Architectural Control Committee (ACC) would require inspections. The Board discussed whether the District would need to go through the ACC process and Mr. Wiles stated that he would ask the ACC to consider these questions and provide feedback. Mr. Canady provided an overview of the ACC process as identified on Belvedere's website, provided as **Exhibit D**.

Director Clifford had a question regarding the bidding requirements, to which Ms. Albright stated that due to the size of the project and Texas competitive bidding laws, the District would be required to choose the lowest, qualified bidder. In response to a question from Director Clifford regarding HOA construction rules and requirements, Mr. Canady stated he would share the contract with the HOA for review. Upon further discussion, Mr. Canady stated he would provide a draft of the contract to Directors Bryson and Ubertini to review and then submit to the ACC for review. **Upon motion by Director Ubertini, seconded by Director Koerner and unanimously carried, the Board approved the proposal from Method Architecture, provided as Exhibit C.**

The Board then addressed Agenda Item 6, a report from the District Engineer. Mr. Canady next provided an update on the site permit review by Travis County and stated he was waiting on technical review comments. Next, Mr. Canady presented proposals he had received from Tree Clinic, provided as Exhibit E, regarding protection of the large tree near the proposed storage building site. Directors Clifford and Ubertini questioned the third proposal regarding root invigoration and a discussion ensued as to whether this was required. **After discussion, upon motion by Director Ubertini, seconded by Director Koerner and unanimously carried, the Board approved Proposals 1 and 2 from Tree Clinic, provided as Exhibit E.** Ms. Albright noted that the tax included in the proposal would be struck from the signed proposals.

Next, Mr. Canady provided an update on the pending surplus funds application and stated he had provided a response to the TCEQ comments received, as shown in Exhibit F. Mr. Canady then provided an update on the drainage projects and stated he had received bids from two contractors, T Bar M Land Services and TexaScapes. The Board discussed funding of the project and stated that they would like to use surplus funds, if eligible, to reimburse the general fund from the capital projects fund upon approval of the surplus funds application. **After discussion, upon motion by Director Ubertini, seconded by Director Bryson and unanimously carried, the Board approved the proposals from T Bar M Land Services, LLC, provided as Exhibit G.**

In regards to bids for the drainage maintenance projects to include cleaning culverts, ditches and minor grading, Mr. Canady noted he had only received one bid from TexaScapes for \$7,590. **Upon motion by Director Ubertini, seconded by Director Bryson, and unanimously carried, the Board approved the proposal from TexaScapes.**

Mr. Canady then provided an update on the Flagler Drive drainage ditch project and the Board discussed the larger rocks that had been placed in the drainage ditch. Mr. Canady stated T Bar M Land Services, LLC would be returning to regrade and to remove the larger rocks, but requested two Board members and representatives from the HOA be present to provide their input. Mr. Canady stated he would schedule a time and Directors Golde and Clifford stated they would attend on behalf of the District.

Next, Mr. Canady provided a map for proposed trails, provided as Exhibit H. Mr. Canady stated he would coordinate with the subcommittee (Directors Bryson and Ubertini) and collaborate with the Landscaping Committee and HOA on the proposal and indicated the bidding process would take approximately 4-6 weeks. Director Clifford asked if there was necessary

work on the existing parking lot, such as lighting, could that be included in the bid or handled separately, to which Mr. Canady stated that these items could be included in the proposal.

Director Golde stated the next item before the Board was to discuss, consider, and take action as necessary concerning the property and facilities owned and maintained by and within the District, including information regarding past and current bond issuances. Ms. Albright stated this was a holdover item from questions raised by a homeowner and that this would be removed from the next agenda. Ms. Albright noted that the District's Data Sheet would be updated on the website to include the new Director contact information.

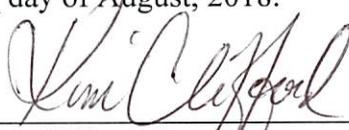
The next item before the Board was to receive an update on the Belvedere Reserve Study. Mr. Blanton addressed the Board and provided a handout as **Exhibit I**. Mr. Blanton provided an overview of the line items and highlighted the impact variations to the inflation, interest and contribution rates had on the reserve levels over time. Director Ubertini stated this was a good discussion to be had on an annual basis for budgeting and tax rate setting purposes.

Item 9 regarding solid waste disposal with Texas Disposal Systems was previously discussed and no further discussion was held.

The next item before the Board was to discuss, consider, and take action regarding the Belvedere Amenity Center and properties jointly maintained by the District and the HOA. Ms. Albright confirmed that Joel Robuck had been reimbursed and the recreational facilities had been conveyed to the District.

There being no further business and upon motion made by Director Clifford, seconded by Director Bryson, and unanimously carried by the Board members present, the meeting adjourned at 8:05 p.m.

PASSED, APPROVED AND ADOPTED THIS 21st day of August, 2018.



Kim Clifford, Secretary

EXHIBIT A

MINUTES OF MEETING
OF
BOARD OF DIRECTORS

THE STATE OF TEXAS

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COUNTY OF TRAVIS

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BELVEDERE MUNICIPAL UTILITY DISTRICT

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A regular meeting of the Board of Directors of Belvedere Municipal Utility District was held on June 19, 2018, in accordance with the duly posted notice of said meeting. The roll was called of the members of the Board of Directors, to-wit:

Peter Golde	President
James Koerner	Vice President
Kim Clifford	Secretary
Ronald Ubertini	Assistant Secretary
Donal Sartain	Director

All members of the Board were present, except for Director Sartain, thus constituting a quorum of the Board of Directors. All directors present participated in voting on all matters that came before the Board. Also in attendance were Stefanie Albright, Attorney, and Lissette Ruiz, Legal Assistant, with Lloyd Gosselink Rochelle and Townsend, P.C., and Bryce Canady with Murfee Engineering Company. Tom Wiles and Lee Blanton were present on behalf of the Belvedere Homeowners Association (HOA).

Director Golde called the meeting to order at 6:00 p.m. and stated the Board would first receive public comment. No public comments were received.

Next, Director Golde stated the Board would discuss, consider, and take action concerning the election of officers. Ms. Albright stated Director Sartain was not sworn-in for his current term, and Director Golde noted Director Sartain's desire to step down from the Board. Director Golde stated the Board should begin recruiting a new director. Ms. Albright stated she could provide a form questionnaire to the Board to forward to any potential District Board applicants. **After discussion, upon motion by Director Clifford, seconded by Director Koerner, and unanimously carried by the Board members present, the Board approved the election of officers as follows: Peter Golde-President, James Koerner-Vice President, Kim Clifford-Secretary, and Ronald Ubertini- Assistant Secretary.** Ms. Albright stated that Director Sartain was carrying over as a director, and upon being sworn in could be considered for office in the future if the Board wanted to re-address the item.

The next item before the Board was to discuss, consider, and take action on renewal of Directors' Bond. Ms. Albright stated her office was following-up with the District's insurance regarding the Directors' bond coverage to confirm that no changes were required due to the recent uncontested election, but that no action was required at this time.

Next, Director Golde stated the Board would discuss, consider, and take action to approve the minutes of the May 15, 2018 regular meeting, provided as **Exhibit A**. **Upon motion by Director Koerner, seconded by Director Clifford, and unanimously carried by the Board members present, the Board approved the May 15, 2018 regular meeting minutes.**

The next item before the Board was to consider the bookkeeper's report, including payment of invoices and coordination on bookkeeping matters. Director Koerner presented this item and stated the finance subcommittee had a teleconference with Mr. Monzingo to review the bookkeeper's report, provided as **Exhibit B**. Director Koerner gave an overview of the transfers to be made, as identified in **Exhibit B**, and noted that fees for solid waste disposal were slightly ahead of budget but that he had begun the process of meeting with Texas Disposal Systems and hoped to bring a new proposal at a future meeting. Director Koerner also noted fees for legal and engineering were slightly ahead of budget and overall the District was spending more than last year, but the District was still projected to finish the year below its \$240,000 annual budget. **Upon motion by Director Clifford, seconded by Director Koerner and unanimously carried by the Board members present, the Board approved the Bookkeeper's Report, transfers, and payment of invoices as detailed in Exhibit B.**

In follow-up to the search for a new District bookkeeper, Director Koerner stated that Mr. Monzingo had agreed to remain the District's bookkeeper, but would not be attending every meeting. Director Koerner stated the finance committee had discussed their options with Ms. Albright and determined that the finance committee would hold a monthly conference call with Mr. Monzingo, prepare notes, and present the bookkeeper's report at the monthly meeting and Mr. Monzingo would be available for consulting after the meetings as needed. Director Koerner requested approval of this proposed process and noted that Mr. Monzingo's monthly fee would not be adjusted. Director Clifford asked if the finance subcommittee would be reporting back to Mr. Monzingo after Board meetings, to which Ms. Albright stated since her office would be sending the signed checks back to Mr. Monzingo's office, her office could follow-up with Mr. Monzingo for any delegated tasks unless a Board member preferred to reach out directly. The Board directed the finance subcommittee to proceed with the proposed process and for Ms. Albright's office to handle any necessary follow up after meetings.

Director Golde stated the next item before the Board was to take action regarding a report from the District's Engineer. Mr. Canady presented his report, provided as **Exhibit C**, and stated he had just received administrative comments from Travis County regarding the design and layout for the Amenity Center improvements, and once an architect was selected, the District could address the County's comments and move forward with the site development. Director Clifford asked for a timeline on a response from Travis County, to which Mr. Canady approximately two months for a final determination on the permit.

In regards to the surplus funds application, Mr. Canady stated he had just received an administrative completeness letter from TCEQ and that he was now waiting on the TCEQ's technical review comments.

Next, Mr. Canady discussed the drainage issues that had previously been identified, and provided an overall map as **Exhibit D**. The map provided four individual plan sheets to be used for contractor bidding and trail and drainage repairs. Mr. Canady stated that T Bar M Land Services, LLC had removed the existing 3" limestone gravel from the ditch in front of the Arnold residence and requested approval to place 8" x 12" limestone rock in the ditch where the gravel was removed, as identified in the Contractor Agreement, provided as **Exhibit E**. Director Clifford requested clarification on who would be responsible for watering hydro mulch placed on berms if the Board approved Mr. Canady's request. Director Ubertini requested the contractor change the wording to not specify who was responsible for watering but rather reflect that the contractor would not be responsible for the watering.

Next, Director Ubertini had questions regarding the sizing of the berm proposed for placement on Lot 89. Mr. Canady stated the size of the berm would keep flows from concentrating.

Director Clifford asked if the four sites presented in **Exhibit F** would all be considered drainage projects and, if so, could the District use the surplus drainage funds if the pending application at TCEQ was approved, to which Ms. Albright stated there may be limitations on getting reimbursed, but she would follow-up with Clayton Chandler, bond counsel for the District, to confirm.

The Board discussed the pricing for the drainage repairs, identified in **Exhibit F**, and Director Ubertini asked if the berm at Site 3 was critical and stated that, in his opinion, a 6" berm was irrelevant and provided a false sense of security. A discussion ensued regarding the berm protecting the lot from future flooding. Director Golde stated that, in his opinion as of the time of this meeting, the condition of the backside of the ditch was inadequate to prevent flooding. Director Ubertini stated he was unaware of this. Mr. Canady explained that he recommended including the berm because the lot was depressed and the flow was flooding the area, and the berm would prevent flooding.

Lee Blanton addressed the Board and stated that, based on his observation, acknowledging that he had not reviewed any site plans or costs, he believed the District was working on the wrong end of the problem. He stated that the problem was downstream created by fill and that the water would run over the berm. A discussion ensued regarding placing larger rocks in the ditch, to which Mr. Canady stated the contractor would be placing 8" x 12" rocks. While Mr. Blanton did not agree that the proposed solution was the best approach, he did agree that 8" x 12" rocks would likely not be moved even in areas where water velocity is high. **Upon motion by Director Koerner, seconded by Director Ubertini, the Board approved the repairs for Site 1. Director Clifford abstained from the vote.**

Upon motion by Director Koerner, seconded by Director Ubertini, the Board approved the repairs for Site 2. Director Clifford abstained from the vote.

Upon motion by Director Koerner, seconded by Director Ubertini, the Board approved the repairs for Site 3. Director Clifford abstained from the vote.

Upon motion by Director Koerner, seconded by Director Ubertini, the Board approved the repairs for Site 4. Director Clifford abstained from the vote.

Mr. Canady next provided a map for the proposed trail options, provided as **Exhibit G**, and requested input from the Board as to possible locations for the proposed new trails. A discussion ensued regarding potential locations for new trails. **Upon motion by Director Clifford, seconded by Director Ubertini and unanimously carried by the Board members present, the Board approved the agreement with Murfee Engineering for the identification and budgetary pricing of additional trail options, provided as Exhibit H.** Director Ubertini requested that the scope also include an estimation of the annual maintenance costs for any such trails.

Next, Mr. Canady provided an update of the list of 21 culverts that required review based on the information Director Golde provided to the Board at the last meeting. Mr. Canady stated he would provide an estimate at the next Board meeting.

The Board next discussed the status of choosing an architect for the storage facility. Director Ubertini stated the subcommittee agreed upon their recommendation, and proposed inviting Method Architecture to the July Board Meeting. **After discussion, upon motion by Director Koerner, seconded by Director Ubertini and unanimously carried by the Board members present, the Board authorized the subcommittee to move forward with negotiating a contract with Method Architecture and to invite them to attend the July Board meeting with their proposal.** Mr. Canady stated he would follow up with Method Architecture.

The next item before the Board was to discuss, consider, and take action, as necessary, concerning property and facilities owned and maintained by and within the District, including information regarding past and current bond issuances. Ms. Albright stated this item was added in anticipation that a District resident would be attending in follow-up to questions she had received on behalf of the District. There being no District resident in attendance posing such questions, there was no action required on this agenda item.

Ms. Albright stated Items 8.b., 8.c., and 8.d. were kept on the agenda as placeholders and no action was required at this time.

The next item before the Board was to discuss, consider, and take action on Bond Issue No. 4 regarding recreational facilities, including the required easement for the Amenity Center lot facilities and the Facilities Conveyance Agreement. Ms. Albright presented this item and stated that the HOA had provided edits to the easement regarding terminology related to the easement being a “permanent” easement, and stated that as long as the District owned the facility the easement would still be in place, but that the District would need approval from the HOA before beginning construction of the parking lot and the storage facility. Ms. Albright stated the edits were vetted between Directors Golde and Clifford, and Mr. Wiles and Mr. Blanton. **After discussion, upon motion by Director Koerner, seconded by Director Clifford and unanimously carried by the Board members present, the Board approved the easement for the Amenity Center lot facilities, as revised.**

The next item before the Board was to discuss, consider, and take action on Texas Municipal League (TML) insurance coverage for the District facilities. Ms. Albright stated she had followed up with TML regarding the boiler/machinery premium and confirmed that it was the minimum standard amount.

There being no further business and upon motion made by Director Koerner, seconded by Director Clifford, and unanimously carried by the Board members present, the meeting adjourned at 7:54 p.m.

PASSED, APPROVED AND ADOPTED THIS 16th day of July, 2018.

Kim Clifford, Secretary

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EXHIBIT B

BELVEDERE MUD
 SCHEDULE OF CASH ACTIVITY
 GENERAL FUND
 MEETING DATE: JULY 16, 2018

GENERAL FUND CHECKING ACCOUNT BALANCE AS OF 6/30/18 \$ 9,941.16

Revenue:

Deposit Date	Description	Amount
07/17/18	Transfer from Money Market	\$ 50,000.00
		\$ 50,000.00
	Cash Balance Before Expenditures	\$ 59,941.16

Expenditures:

Check Number	Description	Amount
1044	Montoya & Monzingo LLP Accounting Fees	\$ 1,200.00
1045	Murfee Engineering Company Engineering Fees	\$ 7,345.93
1046	Murfee Engineering Company Engineering -Amenity	\$ 1,061.25
1047	Murfee Engineering Company Engineering - Surplus	\$ 80.00
1048	TML Intergovernmental Risk Pool Insurance	\$ 875.14
1049	Texas Disposal Systems Solid Waste Disposal	\$ 10,253.43
1050	Belvedere HOA Amenity Maintenance	\$ 4,050.00
1051	T Bar M Land Services LLC Maintenance & Repairs	\$ 18,575.00
1052	Lloyd Gosselink Legal Fees	\$ 6,292.12
Transfer	Belvedere - Debt Service Property Taxes	\$ 3,128.61
	Total Expenditures	\$ 52,861.48

ENDING GENERAL FUND CHECKING ACCOUNT BALANCE AS OF JULY 17, 2018 \$ 7,079.68

GENERAL FUND MONEY MARKET ACCOUNT - UNRESERVED \$ 212,123.73
 Transfer Transfer to General Fund Checking \$ (50,000.00)
 Total Deposit \$ (50,000.00)

ENDING GENERAL FUND - MONEY MARKET ACCOUNT - UNRESERVED \$ 162,123.73

TOTAL GENERAL FUND OPERATING CASH - UNRESERVED \$ 169,203.41

GENERAL FUND - MONEY MARKET ACCOUNT - OPERATING RESERVES \$ 480,000.00

TOTAL GENERAL FUND CASH BALANCE \$ 649,203.41

TOTAL CASH BALANCE - CAPITAL PROJECTS \$ 346,872.91

CASH BALANCE - DEBT SERVICE FUND \$ 399,973.93
 Deposits
 Property Taxes \$ 3,128.61
 Total Deposits: \$ 3,128.61
 Expenditures
 Wire Wells Fargo (Final) Acct# BELV110UT Interest & Principal \$ 97,137.50
 Total Expenditures: \$ 97,137.50

ENDING CASH BALANCE - DEBT SERVICE FUND \$ 305,965.04

Belvedere Municipal Utility District
Statement of Revenues and Expenditures Budget vs. Actual
For the Year to Date Ended July 17, 2018
Unaudited

	Year to Date Actual	Year to Date Budget	Year to Date Variance Favorable (Unfavorable)	2018 Annual Budget	2018 Annual Variance Favorable (Unfavorable)
<u>Revenues</u>					
Maintenance Taxes	\$ 335,193	\$ 272,213	\$ 62,981	\$ 326,655	\$ 8,538
Bond Proceeds	61,000	-	-	-	-
Interest Income	2,361	417	1,944	500	1,861
Total Revenues	398,554	272,629	64,925	327,155	10,399
<u>Expenditures</u>					
Solid Waste Disposal	39,796	38,000	(1,796)	38,000	(1,796)
Legal Fees	62,254	45,833	(16,421)	55,000	(7,254)
Audit Fees	7,500	8,500	1,000	8,500	1,000
Accounting Fees	12,000	12,000	-	14,400	2,400
Engineering Fees	25,347	15,000	(10,347)	18,000	(7,347)
Engineering Design	17,231	12,500	(4,731)	15,000	(2,231)
Landscaping	25,069	25,069	-	25,069	-
Amenity Center Operations & Maintenance	4,050	19,583	15,533	23,500	19,450
Maintenance	18,575	29,167	10,592	35,000	16,425
Insurance	2,558	1,667	(891)	2,000	(558)
Tax Appraisal and Collection Fees	2,946	3,333	387	4,000	1,054
Bank Charges	5	167	162	200	195
Other Fees	-	83	83	100	100
Newspaper notices	-	1,667	1,667	2,000	2,000
Total Expenditures	217,331	212,569	(4,762)	240,769	23,438
Projected Excess Revenue Over Expenditures	<u>\$ 181,223</u>	<u>\$ 28,796</u>	<u>\$ 152,427</u>	<u>\$ 86,386</u>	<u>\$ 94,837</u>

Audit Fees, Solid Waste Disposal and Landscaping year to date budget reflects the full yearly amount for each because they are totally billed

Belvedere Municipal Utility District
Investments as of June 30, 2018

Fund	Financial Institution	Investment	Account Number	Book Value Ending 5/31/18	Market Value Ending 5/31/18	Book Value Ending 6/30/18	Market Value Ending 6/30/18	Yield	Income for Month	Purchase Date	Purchase Price	Maturity date
Operating	ABC Bank	Money Market Deposit Account	XXXX91	\$ 711,628.39	\$ 711,628.39	\$ 702,123.73	\$ 702,123.73	0.83%	\$ 495.34	N/A	N/A	N/A
Operating	ABC Bank	Public Funds Checking	XXXX51	\$ 10,115.58	\$ 10,115.58	\$ 6,011.71	\$ 6,011.71	N/A		N/A	N/A	N/A
Debt Service	ABC Bank	Money Market Deposit Account	XXXX78	\$ 669,262.18	\$ 669,262.18	\$ 669,733.41	\$ 669,733.41	0.83%	\$ 471.23	N/A	N/A	N/A
Capital Projects	ABC Bank	Money Market Deposit Account	XXXX86	\$ 1,115,367.74	\$ 1,115,367.74	\$ 1,116,389.91	\$ 1,116,389.91	1.08%	\$ 1,022.17	N/A	N/A	N/A

Total investment return for the quarter ending June 30, 2018 was \$5,747.16 and is in line with budgetary expectations.
There are no changes to market, economic, and investment conditions that would require any changes to investment strategy.

This report is submitted in accordance with the Public Funds Investment Act and the District's investment policy.



Jeff Monzingo, CPA
District Investment Officer

Belvedere Municipal Utility District
Balance Sheet
As of July 17, 2018

	<u>Jul 17, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
CASH	
Money Market - ABC Bank	642,123.73
Checking Account - ABC Bank	7,079.68
Total CASH	<u>649,203.41</u>
Total Checking/Savings	649,203.41
Accounts Receivable	
Taxes Receivable	6,041.22
Total Accounts Receivable	<u>6,041.22</u>
Other Current Assets	
Due From Capital Projects	5,865.00
Prepaid Insurance	716.38
Total Other Current Assets	<u>6,581.38</u>
Total Current Assets	<u>661,826.01</u>
TOTAL ASSETS	<u>661,826.01</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	6,041.22
Total Other Current Liabilities	<u>6,041.22</u>
Total Current Liabilities	<u>6,041.22</u>
Total Liabilities	6,041.22
Equity	
Unassigned	474,561.35
Net Income	181,223.44
Total Equity	<u>655,784.79</u>
TOTAL LIABILITIES & EQUITY	<u>661,826.01</u>

Belvedere Municipal Utility District
Profit & Loss
October 1, 2017 through July 17, 2018

	Oct 1, '17 - Jul 17, 18
Ordinary Income/Expense	
Income	
Interest Income	2,360.89
Income	
Property Taxes	335,193.38
Total Income	335,193.38
Total Income	337,554.27
Expense	
Maintenance & Repairs	18,575.00
Audit Fees	7,500.00
Bank Service Charges	5.00
Bookkeeping Fees	12,000.00
Engineering	
Engineering Design - Amenity	17,230.66
District Engineering	25,347.47
Total Engineering	42,578.13
Insurance	
Liability Insurance	2,557.98
Total Insurance	2,557.98
Legal Fees	
Legal Fees	62,253.78
Total Legal Fees	62,253.78
Maintenance of MUD Facilities	29,118.54
Collection and Appraisal Fees	2,945.62
Waste Disposal	39,796.78
Total Expense	217,330.83
Net Ordinary Income	120,223.44
Other Income/Expense	
Other Income	
Bond Proceeds	61,000.00
Total Other Income	61,000.00
Net Other Income	61,000.00
Net Income	181,223.44

Belvedere MUD - Capital Projects Fund
Balance Sheet
As of July 17, 2018

	<u>Jul 17, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	346,872.91
Total Checking/Savings	346,872.91
Other Current Assets	
Prepaid Bond Expenses	5,865.00
Total Other Current Assets	5,865.00
Total Current Assets	352,737.91
TOTAL ASSETS	<u>352,737.91</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Operating	5,865.00
Total Other Current Liabilities	5,865.00
Total Current Liabilities	5,865.00
Total Liabilities	5,865.00
Equity	
Restricted	92,182.54
Net Income	254,690.37
Total Equity	346,872.91
TOTAL LIABILITIES & EQUITY	<u>352,737.91</u>

Belvedere MUD - Capital Projects Fund

Profit & Loss

October 1, 2017 through July 17, 2018

	<u>Oct 1, '17 - Jul 17, 18</u>
Ordinary Income/Expense	
Income	
Bond Proceeds	1,136,656.10
Total Income	<u>1,136,656.10</u>
Gross Profit	1,136,656.10
Expense	
Capital Outlay	769,517.00
Bond Expenses	116,354.30
Bank Service Charges	77.00
Total Expense	<u>885,948.30</u>
Net Ordinary Income	250,707.80
Other Income/Expense	
Other Income	
Interest Income	3,982.57
Total Other Income	<u>3,982.57</u>
Net Other Income	<u>3,982.57</u>
Net Income	<u><u>254,690.37</u></u>

Belvedere MUD-Debt Service Fund
Balance Sheet
As of July 17, 2018

	<u>Jul 17, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	
MUD Debt Service Fund	<u>305,965.04</u>
Total Cash	305,965.04
Total Checking/Savings	305,965.04
Accounts Receivable	
Taxes Receivable	<u>7,601.11</u>
Total Accounts Receivable	7,601.11
Total Current Assets	<u>313,566.15</u>
TOTAL ASSETS	<u>313,566.15</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	<u>7,601.11</u>
Total Other Current Liabilities	7,601.11
Total Current Liabilities	<u>7,601.11</u>
Total Liabilities	7,601.11
Equity	
Restricted	359,111.02
Net Income	<u>-53,145.98</u>
Total Equity	<u>305,965.04</u>
TOTAL LIABILITIES & EQUITY	<u>313,566.15</u>

Belvedere MUD-Debt Service Fund

Profit & Loss

October 1, 2017 through July 17, 2018

	<u>Oct 1, '17 - Jul 17, 18</u>
Ordinary Income/Expense	
Income	
Tax Revenue	393,503.77
Total Income	<u>393,503.77</u>
Expense	
Bank Service Charges	72.00
Bond Principal	270,000.00
Interest Expense	177,490.73
Paying Agent Fee	1,200.00
Total Expense	<u>448,762.73</u>
Net Ordinary Income	-55,258.96
Other Income/Expense	
Other Income	
Interest Income	2,112.98
Total Other Income	<u>2,112.98</u>
Net Other Income	<u>2,112.98</u>
Net Income	<u><u>-53,145.98</u></u>

U1K	-- BELVEDERE MUD		-----									
YEAR	BEGINNING TAX BALANCE	TAX ADJ	BASE TAX COLLECTED	REVERSALS	NET BASE TAX COLLECTED	PERCENT COLLECTED	ENDING TAX BALANCE	P & I COLLECTED	P & I REVERSALS	LRP COLLECTED	OTHER PENALTY COLLECTED	TOTAL DISTRIBUTED
2006	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2007	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2008	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2009	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2010	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2011	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2012	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2013	.00	.00	.00	.00	.00	.00 %	.00	.00	.00	.00	.00	.00
2014	2371.31	.00	.00	.00	.00	.00 %	2371.31	.00	.00	.00	.00	.00
2015	3336.25	.00	.00	.00	.00	.00 %	3336.25	.00	.00	.00	.00	.00
2016	7741.28	.00	4377.35	.00	4377.35	56.55 %	3363.93	1042.02	.00	.00	.00	5419.37
TOTL	13448.84	.00	4377.35	.00	4377.35	32.55 %	9071.49	1042.02	.00	.00	.00	5419.37
2017	725464.67	115.80-	720893.83	115.80	720778.03	99.37 %	4570.84	2379.70	.00	.00	.00	723157.73
ENTITY												
TOTL	738913.51	115.80-	725271.18	115.80	725155.38	98.15 %	13642.33	3421.72	.00	.00	.00	728577.10

Outstanding property tax receivable

Debt service: 2014 = 1440.81
 2015 = 1962.38
 2016 = 1727.38
 2017 = 2470.54
 } 7601.11

Operating: 2014 = 930.50
 2015 = 1373.87
 2016 = 1636.55
 2017 = 2100.30
 } 6041.22

Current tax rate

Operating: .17
 Debt Service: .20
total: .37

EXHIBIT C

July 6, 2018

Bryce Canady, P.E.
Murfee Engineering
1101 Capital of Texas Highway South, Building D, Suite 110
Austin, TX 78746

Re: [Request for Proposal – Hamilton Pool Storage Building for the Belvedere MUD](#)

Bryce,

Please accept this letter as our formal proposal for the design and construction documents on the above referenced project. This proposal is based on the preliminary information that you have provided us indicating that the project consist of a single story, approx. 800 square foot wood frame storage building. Based on the initial schematic drawings you sent us there will be site modifications as well (added parking) along with the new building. It is my understanding that all civil engineering will be contracted directly with the Owner and is not included in the proposed scope of services.

Proposed Architectural and Engineering Team

Architect of Record & Design Architect:	Method Architecture, PLLC
Structural Engineer of Record:	ASA Dally Structural Engineers
MEP Engineer of Record:	DBR
Landscape Architect:	Hitchcock Design Group

Proposed Design Services – Included in Proposed Fees

The following services are proposed under the basic services of this agreement and are included in the attached fee schedule. Any services not included on the list below are additional services and not a part of the basic services provided under this contract.

- Site Investigation
 - Geotechnical Reporting
- Design and Drawings
 - Schematic Design
 - Building Renderings
 - Design Development
 - Arch Construction Documents
- Structural Engineering
- MEP Engineering
- Landscape Design and Drawings
- Permitting and Construction
 - Building Permit Expediting
 - TAS Plan Review and Inspection
 - Construction Administration

Reimbursable Expenses

Additional to the fees proposed we would ask for the normal reimbursable and travel expenses based on the attached schedule of hourly fees and reimbursable expenses.

Additional Services – Not Included in Proposal

The following services are not included in the basic services of this contract or represented in the attached fee schedule however can be provided under a separate proposal, upon the request of the Owner.

- Site Investigation
 - Site Master Planning
 - Environmental Phase I Reporting
 - Environmental Phase II Reporting
 - Site Boundary and Topo Surveys
 - Platting
- Design and Drawings
 - Civil Engineering
 - Fire Protection Engineering
 - PEMB Drawings
- Fire Alarm/Sprinkler Design
- Data/Phone/Security Drawings
- Specifications Manual
- Furniture and Equipment
- Commercial Kitchen Design
- Permitting and Construction
 - Local Jurisdiction Permit Fees
 - Utility Letters
- LEED Certification

Basic Estimated Project Schedule (Building Design Only)

The above schedule is based on quick response from the client and/or local jurisdiction authorities.

Design and Drawings (Arch, Structural, MEP)

- Schematic Design 2 weeks
- Design Development 2 weeks
- Construction Documents 4 weeks

Fee / Billing Schedule

The fees shown in Exhibit A will be billed monthly consistent to the progress of the project. The total A&E fee (Architectural, Structural, MEP and Landscape) will be separated into the following categories and associated percentages for billing purposes. A full billing schedule can be issued at the start of the project, upon request.

- Schematic Design 20%
- Design Development 35%
- Construction Documents 45%

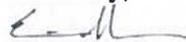
Attachments

Attached to this letter, we have included the following exhibits:

- Exhibit A: Proposed Fee Schedule
- Exhibit B: Schedule of Hourly Fees
- Exhibit C: Description of Services
- Exhibit D: Site Survey (provided by Owner)

If you have any questions about the proposal, please do not hesitate to call or email me. We are looking forward to working with you!

Sincerely,



Eric Hudson, AIA
Method Architecture, PLLC

Exhibit A

PROPOSED FEE SCHEDULE

Geotechnical Report	\$ 3,250.00
Architectural Design and Drawings (SD – CD)	\$ 10,000.00
Structural Engineering	\$ 3,600.00
MEP Engineering	\$ 4,200.00
Landscape and Irrigation Design (around storage bldg. only)	\$ 3,000.00
Renderings (1 human eye view)	Included
TDLR Registration, TAS Plan Review & Inspection	\$ 1,600.00
Construction Administration	\$ 3,000.00
TOTAL PROPOSAL AMOUNT:	\$ 28,650.00

ADDITIONAL SERVICES

Revisions (billed hourly after schematic design is approved)	TBD
Full site Landscape Design	TBD
General Contractor Bidding & Negotiations	\$3,000.00
Normal Reimbursables	TBD

* Total Contract amount to be billed incrementally relative to completing of drawings. Payment due in full at time of permit submission. Untimely payment may result in delaying permitting.

Exhibit B**SCHEDULE OF HOURLY FEES**

Principal	\$ 175.00
Project Manager / Team Lead	\$ 125.00
Project Coordinator / Interior Designer	\$ 105.00
Clerical	\$ 65.00
Job Site Inspector	\$ 105.00
LEED Accredited Professional	\$ 120.00
High Pile/HAZMAT Consultant	\$ 120.00
Plan Runner and Permit Specialist	\$ 80.00

REIMBURSABLE EXPENSES

Reimbursable at our direct cost, plus a charge of 15% for processing & handling

- Plotting
- Reproduction & Printing Services
- Delivery Service
- Parking Fees/Toll Fees
- TDLR Registration
- TAS Plan Review and Inspection

Prints and copies used for internal use and review among our staff are not included as a Reimbursable Expense and will not be charged to the Client.

TRAVEL EXPENSES

- Mileage – Billed at \$0.75 per mile
- Air Fare Expense
- Hotel & Lodging Fees

Exhibit C

DESCRIPTION OF SERVICES INCLUDED

Architectural Services

- General project management
- Conduct meetings during design phases
- Schematic Design – Initial building layout, includes site plan, floor plan and elevations
- Design Development – detailing and documentation added to drawings
- Construction Documents – final drawings ready for permit submission and construction
- Project Renderings – 1 human eye view
- Coordination with Civil, Structural, MEP, and Landscape consultants
- Building Code, Fire Code, and ADA Code Analysis (IBC, IFB, TAS)
- Responses local jurisdiction plan review comments
- Responses to state representative ADA plan review comments

Structural Services

- Structural construction documents
- Slab-on-grade foundation per Geotech report
- Roof Framing Plan
- Wood framing design and detailing
- (2) design meetings via conference call
- (0) site visits during construction
- Shop drawing review

MEP Services

- Electrical one-line diagram, service design, power plan, and lighting plan
- Mechanical ventilation only, no HVAC
- Energy Code compliance documents
- Coordination with Civil for utility location and sizing
- Coordination of Electrical and Telephone service from utility company
- (2) design meetings
- (0) site visits during construction
- Shop drawing review

Landscape and Irrigation Design

- Landscape site plan and details for area immediately around storage building
- Irrigation plans and details for area immediately around storage building
- Plant legend
- Includes (2) design meetings
- Includes (2) site visits
- Shop drawing review

Construction Administration Services

- Compile permit plan set and documentation

- Permit expediting and local jurisdiction coordination
- 6 total site meetings (includes final punch walk)
- Review of shop drawings
- Review and respond to RFI's
- Review and approve pay applications (in coordination with monthly site visit)
- Drawing revisions not included
- Change order review and negotiations not included

EXHIBIT D

Belvedere ACC

Plan Review Policy and Checklist

ACC Review Date: _____

Address, Lot and Block:

Owner:

Builder or Contractor:

Plan Identification:

Type of Review:

Checklists must be provided by Applicant at Home Preliminary Plan, Home Final Plan, Pool Plan, and Landscape Plan Reviews.

Owner, Builder and/or Contractor Requirements:

1. This Belvedere ACC Review Checklist must be executed and acknowledged by the Custom Builder and/or Contractor performing the ACC-approved work. A 24" by 36" scale drawing and the ACC Review Checklist must be submitted to the Amenity Center at least five (5) days prior to the ACC meeting date.
2. The custom builder, pool contractor, or landscape contractor must be identified at the time of the ACC final review and must attend the subject ACC meeting.
3. No ACC consideration will be given:
 - a. unless all parties are in compliance with all Belvedere ACC and HOA, Travis County, and 2009 International Residential Codes (IRC), regulations, and requirements.
 - b. if homeowner and/or builder have any unpaid fines.
 - c. if any McComis inspections are delinquent.
4. McComis Inspections must perform a code review of home and/or pool plans before construction commences. Builder or Contractor must deliver two (2) sets of the plans to McComis.
5. McComis must perform all home and pool construction inspections for ACC-approved plans as construction progresses.
6. The 2009 IRC is the McComis construction inspection standard.
7. Additional required items before construction commencement:
 - a. Capital Impact Fee and Builder Performance Deposit paid to Belvedere HOA.
 - b. SWPP report secured and posted on construction site.
 - c. Metal trash dumpster (for new home construction).
 - d. Fire extinguisher.
 - e. CD of ACC-approved plan in PDF format delivered to Amenity Center.
7. Oak wilt best management practices must be followed at all times.

8. Belvedere Contractor/subcontractor hours for construction are:

Monday thru Friday: 7 am to 7 pm

Saturday: 9 am to 5 pm

Sunday: NO construction, not even interior work.

No work will be scheduled on HOA-designated holidays.

9. Construction site must be maintained in a clean and organized manner. Trash dumpsters should never be allowed to overflow.

10. The builder is responsible for his or her sub-contractors' violations.

11. Secure entry gate codes for sub-contractors from Kim Bigley, Belvedere property manager. All sub-contractors and material deliveries must utilize the entry gate on Springdale Dr.

12. All ACC and HOA community regulations must be in compliance and final home and/or pool inspection completed before Certificate of Occupancy (CO) is issued.

13. A non-refundable Capital Impact Fee of \$3,000 must be submitted to the Belvedere HOA by the builder before new home construction commences.

14. A refundable Builder Performance Deposit of \$3000 for new home construction and \$1000 for pool construction must be submitted by the builder before construction commences. Builder or subcontractor violation fines shall be credited by the HOA from the Builder Performance Deposit. The net amount remaining shall be returned to the builder when the CO is issued by the ACC. Any deposit fine overage shall be collected from the builder or at closing of the home.

15. The property Owner shall be notified of all builder violations and fines.

16. Copies of the builder Capital Impact Fee and Builder Performance Deposit checks shall be provided to the owner.

CC&R reference	Description	Yes/No
I	PRELIMINARY PLAN REVIEW	
	Plot Plan provided with proposed house sited on plan?	
	Impervious cover less than 9400 SF? Include calculations.	
	Rainwater harvesting credit (applicant must submit LCRA impervious cover credit formula calculation)?	
	Topography survey done?	
	Tree survey done?	
	Floor plan and four elevations provided?	
	Exterior materials chosen?	
	Any trophy trees (8 inch caliper or greater) removed?	
4.7(o)	Plot plan complies with easements?	
4.10	Plot plan complies with all recorded plat setbacks?	
4.18	35' ridge height limitation & maximum 2 stories?	
4.7(p)	Improvements proposed allow for proper drainage?	
4.7(i)	Septic design and Travis County approval in progress?	
	Approved?	
	Location accessible?	
4.8	Heated space at least 3000 sf?	
4.8	If two stories, minimum 65% living area on first floor?	
4.18	Plate heights: 50% or greater 1 st floor minimum of 12', minimum 1 st floor 10', minimum 2 nd floor 9'	
4.4	Garages: Minimum 2-car?	
	Perpendicular to street, or 30' setback from front building line?	
	Single doors (preferred), if facing street?	
	Wood cladding on garage doors?	
4.6	Driveway(s):	
	Location?	
	Pervious?	
	Material?	
4.15	Roof:	
	Minimum 4:12 pitch?	
	Material approved? (metal or masonry tile)	
	Color acceptable?	
	Chimney cap(s)?	
4.19	Is maximum foundation exposure 18" or less?	
4.7(j)	Exterior HVAC, Pool and Other Equipment, and Trash Containers	
	All exterior equipment pads masonry screened?	
	Outside trash container pad (if any) masonry screened?	
4.7(m)	Sight lines maintained?	
4.7(v)	Propane and septic tank locations accessible?	

II	FINAL PLAN REVIEW	
Note:	Ridge pole and layout stakes must be installed at least five (5) days prior to ACC final review	
	All outstanding items from Preliminary Review addressed?	
	Complete Set of construction documents presented?	
	Structural Plan Sealed by Structural Engineer?	
4.7(y)	Color board prepared for ACC approval?	
Note:	Samples of stucco/siding/trim paint and roof colors must be provided at final plan review as well as an accurate photo or rendering of the stone color/size/pattern. A complete color board must still be erected on-site at framing stage for final approval.	
4.9	Exterior building materials: 100% masonry (stone, stucco, and/or siding? Maximum 20% siding? Other accent materials proposed? Are they acceptable? Have all exterior elevations been provided with sufficient windows and/or architectural features so as to eliminate large blank spaces?	
4.26	Outside lighting conforms to Dark Sky requirements?	
4.11	Is fence in accordance with CC&R's and 2009 IRC requirements?	
Note:	Capital Impact Fee of \$3,000 and Builder Performance Deposit of \$3,000 required before construction commencement	
Note:	No CO issued until McComis inspections approved and landscaping installed	
III.	POOL PLAN REVIEW	
	Site Plan Within setbacks? Pool deck impervious cover calculations? Pool fencing/gates according to 2009 IRC specifications? Landscaping plan included?	
Note:	McComis Inspections McComis must perform plan review before construction commencement 2009 IRC is the inspection standard	
Note:	Performance Deposit of \$1000 required before construction commencement	
IV.	LANDSCAPE PLAN REVIEW	
Note:	Landscape Plan must be submitted by frame stage final inspection and landscape contractor must attend ACC review	
	LCRA Manual native plants proposed? MP rotator system for turf? Drip system for beds and trees? Maximum spray irrigation area of 2.5 times sqft of foundation footprint, or 12,000 sqft, whichever is less? Address monument located on landscape plan? Replacement trees proposed? Does landscaping cover entire foundation perimeter? Is there landscaping around the electrical service box and all screen walls?	
4.16	Retaining walls proposed?	
4.7(n)	Any outside storage buildings, greenhouses, playhouses, etc.? Are they located within established setbacks?	
4.15	Any solar panels proposed? Any rain harvesting proposed?	

EXHIBIT E



Client: 8122397

Printed on: 7/12/2018

Belvedere MUD
Attn: Peter Golde, President
816 Congress Ave, St. 1900
Austin, TX 78701

Bartlett Tree Experts
Nick Crowther - Representative
2902 Pyramid Dr.
Austin, TX 78734

Fax Number: 512.385.6612
E-Mail Address: ncrowther@bartlett.com
Business: 512.385.6604

Property Address: 17400 Flagler Dr., Austin, TX 78738

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions relating to your trees or shrubs. THIS IS NOT AN INVOICE.

Tree and Shrub Work

Work Description

- Provide arboricultural consulting services to advise on the possible effects, ie root damage and mechanical damage, of the proposed development plans to live oak (2220) which is located at the east of the pool complex and also provide recommendations for the preservation of the tree during construction and following construction. A written report will be provided with our findings and recommendations for care.

Amount: \$380.00

Prune live oak (2220) located at the east of existing pool location and proposed development according to the following specifications:

- Raise lower branches to a height of 5-7 feet to improve clearance over proposed structure.
- Reduce crown spread by approximately 3-4 feet to provide clearance to proposed structure location.

Remove resulting debris.

Client: 8122397

Printed on: 7/12/2018

Amount: \$595.00
Tax: \$49.09

Root Invigoration

Root Invigoration™: Cultivate the soil beneath the crown of live oak (2220) located at the east of existing pool location and proposed development using an Air-Spade to improve soil health and promote root development and function. A radius of approximately 11 feet from the trunk will be cultivated to a depth of 6-8 inches. Note: The cultivated soil should be irrigated regularly following treatment to keep the soil moist if adequate rainfall does not occur.

- Compost will be added to the soil during cultivation.
- Mulch will be applied to an approximate depth of 1-4 inches to the treated area following cultivation.
- Biochar will be added to the soil during cultivation.

Amount: \$2,565.00
Tax: \$211.61

Please review the information and the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

(Customer Signature)

(Date)

7/12/2018

(Bartlett Representative - Nick Crowther)

(Date)

- * Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.
- All accounts are net payable upon receipt of invoice.
- Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to <http://www.bartlett.com/BartlettCOI.pdf>

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

TERMS AND CONDITIONS

The following terms and conditions are a part of the confirmation of work to be performed by Bartlett Tree Experts and, with the information on the front, constitute the entire agreement.

INHERENT HAZARDS AND RISKS

Trees inherently pose a certain degree of hazard and risk from breakage, failure or other causes and conditions. Recommendations that are made by the Bartlett Tree Company are intended to minimize or reduce hazardous conditions that may be associated with trees. However, there is and there can be no guarantee or certainty that efforts to correct unsafe conditions will prevent breakage or failure of a tree. Our recommendations should reduce the risk of tree failure but they cannot eliminate such risk, especially in the event of a storm or any other act of God. Some hazardous conditions in landscapes are apparent while others require detailed inspection and evaluation. While a detailed inspection and evaluation should and normally does result in the detection of potentially hazardous conditions, there can be no guarantee or certainty that all hazardous conditions will be detected.

PERFORMANCE BY BARTLETT TREE EXPERTS

Work crews will arrive at the job site unannounced unless otherwise noted herein. Bartlett Tree Experts shall attempt to meet all performance dates, but shall not be liable for damages due to delays for inclement weather or other causes beyond its control. The customer shall not be relieved of his responsibility because of delays.

WORKMANSHIP

All work will be performed in a professional manner by experienced personnel, outfitted with the appropriate tools and equipment to complete the job properly. Unless otherwise indicated herein, Bartlett Tree Experts will remove wood, brush and debris incidental to the work.

INSURANCE

Bartlett Tree Experts is insured for liability resulting from injury to persons or property, and all its employees are covered by Workers Compensation Insurance.

OWNERSHIP

The customer warrants that all trees, plant material and property upon which work is to be performed are either owned by him or that permission for the work has been obtained from the owner. Bartlett Tree Experts is to be held harmless from all claims for damages resulting from the failure to obtain such permission.

TERMS OF PAYMENT

All accounts are net payable upon receipt of invoice. A service charge of 1½% per month, which is an annual percentage rate of 18%, will be added to accounts thirty days after invoice date. If outside assistance is used to collect the account, the customer is responsible for all costs associated with the collections including, but not limited to, attorney fees and court costs.

PERMITS

Customer shall obtain and pay for all required permits.

PROPERTY LINES—RESTRICTIONS

Customer shall indicate to Bartlett Tree Experts the corners of the property and shall assume all responsibility for accuracy of markers. Customer shall give a copy to Bartlett Tree Experts of any restrictions, easements, or rights of way prior to commencement.

CONCEALED UTILILITY LINES

Customer represents that he has no knowledge of any concealed utility lines other than those, if any, set forth on the face page of this Agreement as a special remark.

ACCESS TO WORK

Customer shall provide free access to work areas for Bartlett Tree Experts, employees and vehicles and agrees to keep driveways clear and available for movement and parking of required trucks and equipment during normal work hours. Bartlett Tree Experts' employees shall not be expected to keep gates closed for animals or children.

CONCEALED CONTINGENCIES

Customer agrees to pay Bartlett Tree Experts on a time and materials basis for any additional work required to complete the job occasioned by concrete, or other foreign matter, or stinging insect nests in the tree or trees or branches, rock, pipe or electrical lines encountered in excavations and not described on the face of the Agreement, or any other condition not apparent in estimating the work specified.

SPRAY APPLICATIONS

Bartlett Tree Experts will be responsible for the proper application of any spray formulation that is commonly used in the business to control a specific problem involving trees, shrubs or plants, but will not be responsible for any unforeseen or abnormal reaction resulting from the use of such spray. The parties agree that in no instance may Customer seek damages in excess of the contract price.

STUMPS

Stumps will be cut to within approximately twelve (12) inches of ground level unless specified to the contrary on the face page of this Agreement. Stump removal is not included in this Agreement unless specifically provided for on the face page hereof.

EXHIBIT F



Murfee Engineering Company

July 9, 2018

VIA CERTIFIED MAIL

Mr. Kyle Seger
Districts Review Team (MC-152)
Utilities and Districts Section
Water Supply Division
Texas Commission on Environmental Quality
12100 Park 35 Circle
Building F – 3rd Floor
Austin, Texas 78753

RE: Response to Comments 1 for Belvedere MUD; Request for Approval of the Use of Surplus Funds;
\$92,247; CN602863920; RN104670229

Dear Mr. Seger:

Thank you for your expedient review of the surplus funds application and for providing comments via phone. Delivered herewith is the response to comments 1 and supporting documents for the District's request for approval of the use of \$92,247 of surplus funds for maintaining or repairing existing District-owned drainage facilities. The Belvedere MUD Board is a resident Board and all developer projects are 100% complete. There are no additional developer projects proposed in the future. Please review the responses in **BOLD**.

The District appreciates your review of this surplus funds approval request. If you have any questions or need additional information, please contact me at your convenience at the number listed below or via e-mail at bcanady@murfee.com.

Sincerely,

A handwritten signature in blue ink that reads 'Bryce Canady'.

Bryce Canady, P.E.
District Engineer

Attachments: Cost Summary Table

cc: Peter Golde – Belvedere MUD
Stefanie Albright – Lloyd Gosselink
Garry Kimball – Specialized Public Finance Inc.
MEC File No. 17031.40



Murfee Engineering Company

1. Provide clarification on cover letter versus body of resolution for wording on drainage improvements.

The cover letter states that the District is requesting to use the \$92,247 of surplus funds for maintaining existing District-owned drainage facilities. The resolution states that the District is requesting the Commission's approval for the use of surplus funds to be applied toward future drainage improvements throughout the District. The intent of this application and request is for the District to be able to use the \$92,247 of surplus funds for maintenance or repairs to existing District-owned drainage facilities.

2. Add cost summary table with contingencies.

A cost summary table is attached. Please note that as discussed on the phone, the surplus amount is derived from the variances between proposed and actual interest rates from bond applications 1, 2 & 4. Because of this, there are no hard costs included in the table.

Belvedere MUD Surplus Funds Application Series 2018

SURPLUS FUNDS APPLICATION NO. 4 SUMMARY OF COSTS

	Facility	Surplus Amount	Notes
C. Non-Construction Costs			
1	Bond Application 1 & 2 Phases I, IIA, III - Surplus from Interest Difference	\$ 74,719.78	1,2,4
2	Bond Application 4 Recreational Facilities - Surplus from Interest Difference	\$ 17,157.14	3,4
3	Interest Accrued on Surplus Funds	\$ 370.08	4
	Interest Difference Between Proposed and Actual Interest Rates	\$ 92,247.00	4
4	Bond Application Report Costs	\$ 12,000.00	5
	TOTAL NON-CONSTRUCTION ITEMS:	\$ 92,247.00	6
	TOTAL BOND ISSUE REQUIREMENT (BIR):	\$ 92,247.00	6

Notes:

- 1 Projected interest rate for Bond 1 was 7.5%; actual interest rate was 5.569131% for a net overage of \$78,021
- 2 Projected interest rate for Bond 2 was 6.5%; actual interest rate was 4.99835% for a net overage of \$32,083
- 3 Projected interest rate was 5%; actual interest rate was 3.040425% for a net overage of \$20,918
- 4 Surplus amount certified by bookkeeper
- 5 Engineer's Fees for Surplus Funds Application
- 6 Does not include deduction for line 4 - Engineering fees for bond application report costs

EXHIBIT G

Contractor Agreement

Contract # 001-0618-003

THIS AGREEMENT made the 1st day of June, 2018, by and between **T Bar M Land Services, LLC.**, hereafter called the Contractor, and **Belvedere Municipal Utility District**, hereinafter called the Owner.

WITNESSETH that the Contractor and the Owner for the considerations named agree as follows:

Scope of Work

The Contractor shall furnish all materials and perform all of the work on the property generally located along the hiking trail about 50 yards northeast of the Flagler Dr/ Lynnchberg Dr intersection within the Belvedere Municipal Utility District, Travis County, Texas.

Work Performed

Re-grade and re-shape the drainage channel along the north edge of the trail (aprox 50 lf) to repair eroded area. Reline side slopes of channel using existing 18" limestone rock. Reline channel bottom with 12" limestone rock. Disturbed areas will be re-seeded with Bermuda grass and covered with curlex fabric. Watering will be the responsibility of the owner.

Contract Price

The Owner shall pay the contractor for material and labor to be performed under the sum of Three Thousand Two Hundred and Fifty Dollars (\$3,250.00)

Progress Payments

Payments of Contract Price shall be made as follows:

Balance due within 30 days of contract completion.

Liability Insurance

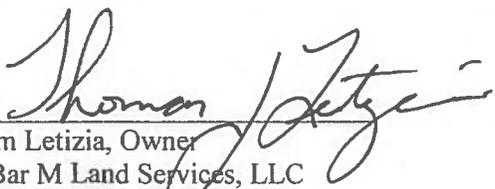
The Contractor agrees to carry General Liability Insurance coverage in an amount no less than \$1,000,000.

Signed this _____ day of _____, 2018.

Owner: _____

Pete Golde, President
Belvedere MUD
816 Congress, Ste. 1900
Austin, Tx 78701-2478

Contractor: _____


Tom Letizia, Owner
T Bar M Land Services, LLC
111 Oak Ridge Circle
Georgetown, Tx 78628

Contractor Agreement

Contract # 001-0618-004

THIS AGREEMENT made the _____ 1st _____ day of _____ June _____, 2018, by and between **T Bar M Land Services, LLC.**, hereafter called the Contractor, and **Belvedere Municipal Utility District**, hereinafter called the Owner.

WITNESSETH that the Contractor and the Owner for the considerations named agree as follows:

Scope of Work

The Contractor shall furnish all materials and perform all of the work on the property generally located along the west side of the hiking trail (Shady Trl) within the Belvedere Municipal Utility District, Travis County, Texas.

Work Performed

Excavate and grade a new ditch along the west side of the trail approximately 150 feet in length from a high point in the trail southerly to the drainage pipe running under the trail. The ditch will range from zero depth at it's beginning to the depth of the pipe culvert at its end and will have a max side slope of 3:1. All disturbed areas will be re-seeded with Bermuda grass unless excavation is into rock. Seeded areas will be covered with curlex fabric. Watering will be the responsibility of the owner. Includes all excavation and haul-off of materials.

Contract Price

The Owner shall pay the contractor for material and labor to be performed under the sum of Three Thousand Seven Hundred and Fifty Dollars (\$3,750.00)

Progress Payments

Payments of Contract Price shall be made as follows:

Balance due within 30 days of contract completion.

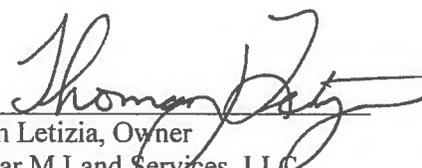
Liability Insurance

The Contractor agrees to carry General Liability Insurance coverage in an amount no less than \$1,000,000.

Signed this _____ day of _____, 2018.

Owner: _____

Pete Golde, President
Belvedere MUD
816 Congress, Ste. 1900
Austin, Tx 78701-2478

Contractor:  _____

Tom Letizia, Owner
T Bar M Land Services, LLC
111 Oak Ridge Circle
Georgetown, Tx 78628

Contractor Agreement

Contract # 001-0618-002

THIS AGREEMENT made the 1st day of June, 2018, by and between **T Bar M Land Services, LLC.**, hereafter called the Contractor, and **Belvedere Municipal Utility District**, hereinafter called the Owner.

WITNESSETH that the Contractor and the Owner for the considerations named agree as follows:

Scope of Work

The Contractor shall furnish all materials and perform all of the work on the property generally located along the hiking trail behind the Community Center within the Belvedere Municipal Utility District, Travis County, Texas.

Work Performed

- Place 5 diverter/dissipater veins along the west side of the trail where the dry creek is undercutting the trail. The veins will measure approx. 18" wide by 72" long and will be keyed into the existing rock/soil a minimum of 12 inches. The existing channel/creek will be re-graded to move it's centerline further west away from the edge of the trail.
- Construct approx. 40 lf earth berm along the east side of the trail just downstream of the diverter area. Berm will be 12" tall with 3:1 side slopes and will be seeded with Bermuda and covered with curlex fabric. Watering will be the responsibility of the owner.

Includes all excavation and haul-off of materials.

Contract Price

The Owner shall pay the contractor for material and labor to be performed under the sum of Five Thousand Four Hundred and Dollars (\$5,400.00)

Progress Payments

Payments of Contract Price shall be made as follows:

Balance due within 30 days of contract completion.

Liability Insurance

The Contractor agrees to carry General Liability Insurance coverage in an amount no less than \$1,000,000.

Signed this _____ day of _____, 2018.

Owner: _____
Pete Golde, President
Belvedere MUD
816 Congress, Ste. 1900
Austin, Tx 78701-2478

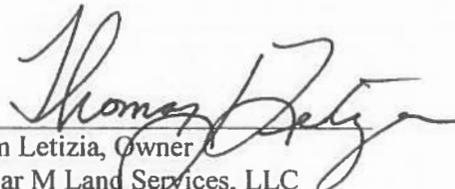
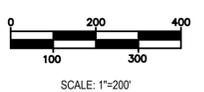
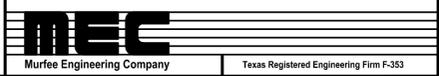
Contractor: 
Tom Letizia, Owner
T Bar M Land Services, LLC
111 Oak Ridge Circle
Georgetown, Tx 78628

EXHIBIT H



LEGEND	
—	TRAIL 1 (900 L.F.)
—	TRAIL 2 (640 L.F.)
—	TRAIL 3 (450 L.F.)

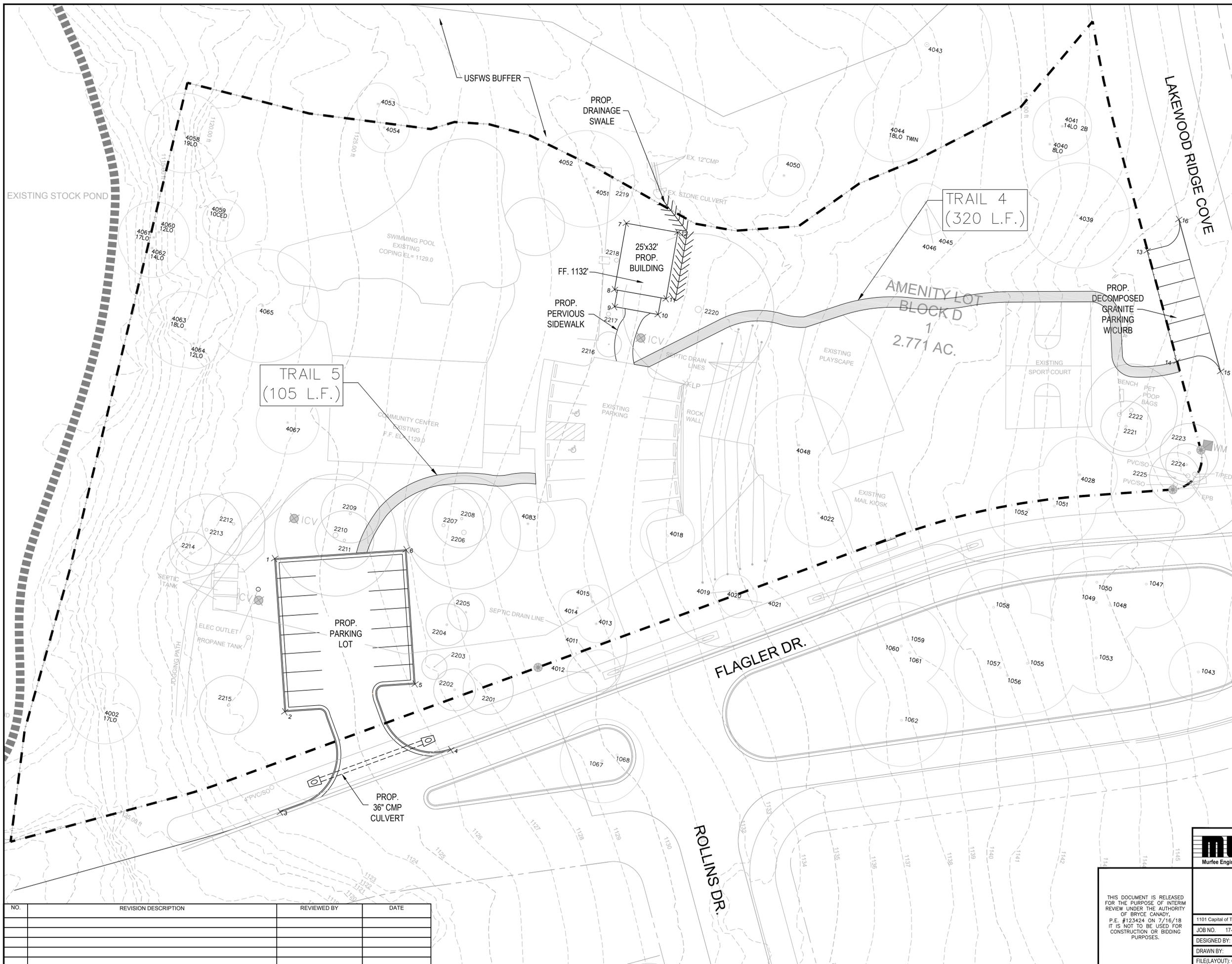
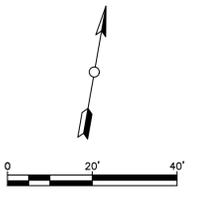
**PRELIMINARY DRAWING
FOR PLANNING PURPOSES ONLY**



**BELVEDERE M.U.D.
PROPOSED TRAIL OPTIONS**

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF BRYCE CANADY, P.E. #123424 ON 7/16/18. IT IS NOT TO BE USED FOR CONSTRUCTION OR BIDDING PURPOSES.

1101 Capital of Texas Highway South, Building D, Suite 110, Austin, Texas 78746, (512) 327-9204			
JOB NO. 17-031.60	SCALE: AS NOTED	SHEET: 1 OF 1	DATE: 7/16/2018
DESIGNED BY: BC			DATE: 7/16/2018
DRAWN BY: LDD			DATE: 7/16/2018
FILE(LAYOUT): O:\17\031\60\Trail Options.dwg(24x36)			



LEGEND
 Proposed Trails

PRELIMINARY DRAWING FOR PLANNING PURPOSES ONLY

MEC
 Murfee Engineering Company | Texas Registered Engineering Firm F-353

BELVEDERE M.U.D. TRAIL OPTIONS

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF BRYCE CANADY, P.E. #123424 ON 7/16/18. IT IS NOT TO BE USED FOR CONSTRUCTION OR BIDDING PURPOSES.

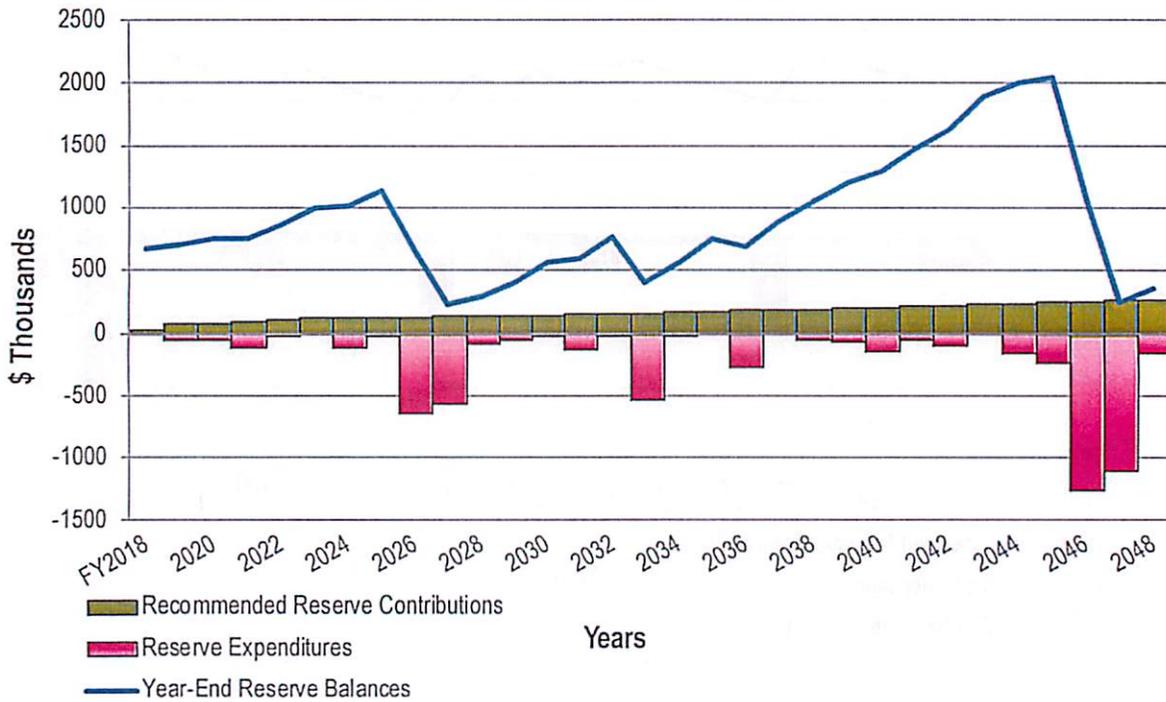
1101 Capital of Texas Highway South, Building D, Suite 110, Austin, Texas 78746, (512) 327-9204			
JOB NO. 17-031.60	SCALE: AS NOTED	SHEET: 1 OF 1	
DESIGNED BY: BC	DATE: 7/16/2018		
DRAWN BY: MLH/LDD	DATE: 7/16/2018		
FILE(LAYOUT): O:\17\031\60\SITE-TRAIL OPTIONS.dwg(24X36)			

NO.	REVISION DESCRIPTION	REVIEWED BY	DATE

EXHIBIT I

Belvedere
Recommended Homeowners Association Reserve Funding Table and Graph

Year	Reserve Contributions (\$)	Reserve Balances (\$)	Year	Reserve Contributions (\$)	Reserve Balances (\$)	Year	Reserve Contributions (\$)	Reserve Balances (\$)
2019	71,400	703,745	2029	143,000	404,413	2039	199,800	1,201,702
2020	82,800	749,981	2030	147,900	553,667	2040	206,600	1,291,260
2021	94,200	741,224	2031	152,900	595,478	2041	213,600	1,482,932
2022	105,600	855,135	2032	158,100	757,798	2042	220,900	1,633,161
2023	117,000	987,667	2033	163,500	410,029	2043	228,400	1,891,266
2024	121,000	1,016,653	2034	169,100	564,636	2044	236,200	2,008,007
2025	125,100	1,142,639	2035	174,800	750,521	2045	244,200	2,056,104
2026	129,400	647,184	2036	180,700	681,595	2046	252,500	1,069,922
2027	133,800	234,944	2037	186,800	881,570	2047	261,100	243,421
2028	138,300	298,106	2038	193,200	1,046,522	2048	270,000	363,118



Belvedere
Recommended Municipal Utility District Reserve Funding Table and Graph

Year	Reserve Contributions (\$)	Reserve Balances (\$)	Year	Reserve Contributions (\$)	Reserve Balances (\$)	Year	Reserve Contributions (\$)	Reserve Balances (\$)
2019	17,000	505,305	2029	23,800	487,105	2039	33,300	453,744
2020	17,600	473,528	2030	24,600	520,195	2040	34,400	496,150
2021	18,200	440,732	2031	25,400	490,639	2041	35,600	451,055
2022	18,800	467,184	2032	26,300	448,424	2042	36,800	458,037
2023	19,400	494,691	2033	27,200	483,478	2043	38,100	504,247
2024	20,100	502,665	2034	28,100	439,107	2044	39,400	535,956
2025	20,800	532,187	2035	29,100	475,919	2045	40,700	586,113
2026	21,500	395,824	2036	30,100	350,336	2046	42,100	233,721
2027	22,200	424,942	2037	31,100	387,656	2047	43,500	181,839
2028	23,000	455,362	2038	32,200	413,138	2048	45,000	101,074

