

**BLOCK HOUSE MUNICIPAL UTILITY DISTRICT
MINUTES OF BOARD OF DIRECTORS' MEETING**

March 8, 2023

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

A special meeting of the Board of Directors of Block House Municipal Utility District was held on March 8, 2023, at 2600 Block House Drive South, Leander, Texas. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act. A copy of the Certificate of Posting of the Notice is attached as **Exhibit "A"**.

The roll of the members of the Board of Directors was called, as follows:

Ursula Logan	-	President
David Shoemaker	-	Vice President
Robert Young	-	Secretary
Cecilia Roberts	-	Assistant Secretary
David Johnson	-	Treasurer

All of the Directors were present, thus constituting a quorum. Also present at the meeting were: Lisa Torres of Crossroads Utility Services, LLC ("*Crossroads*"); Lauren Smith of Public Finance Group, LLC; Arin Gray of CD&P; Chris Stanfield, Mike Fogle, McKay Bradford, Stu McMullen, and Steve Hill residents of the District; and Sean Abbott of Armbrust & Brown, PLLC ("*A&B*").

Director Logan called the meeting to order at 6:30 p.m. and welcomed those present. She announced that public comments for the special meeting would be taken both at the beginning and throughout the meeting. She then asked that anyone who wished to address the Board to complete a Community Comment form. Following the Pledge of Allegiance to the U.S. flag, the Board and those present at the meeting observed a moment of silence or prayer. She noted that the meeting was being videotaped.

Director Logan then stated that the Board would receive citizens' communications. Directors Young, Johnson, and Roberts agreed that, given the subject matter to be discussed, it would be appropriate for residents to address the Board through the course of the meeting. Mr. Fogle then addressed the Board and noted that he was concerned with the condition of the perimeter fence around the neighborhood. He noted that much of the stain on the fence was bad and that there were several broken slats on his property.

Mr. Bradford stated that he hoped that the Board would take a nuanced approach to adjusting park hours. He noted that the District had several parks with several uses. In particular, he opined that "developed" parks could be open past sundown, but that parks with "wild spaces" could continue to close at dusk. Director Young noted that questions about park hours would be included in the survey to be distributed to District residents.

Director Logan then stated that the Board would discuss the resident survey and introduced Ms. Gray to the Board. Ms. Gray stated that she was responsible for community engagement and outreach for CD&P. She then reviewed a PowerPoint presentation with the Board, providing an overview of the professional practices areas of her firm. She confirmed that

that her firm regularly undertook resident surveys and that CD&P could offer several different methods and tools, including sentiment tracking. She also noted that her firm could assist with the drafting and compiling of community newsletters. Upon question from Director Young, Ms. Gray reviewed controls that could be utilized to ensure that each home in the District could participate in the survey only once. Upon question from Director Roberts, Ms. Gray stated that her firm could assist in the drafting of newsletters in a variety of ways, including attending meetings or working with the general manager of the District. Ms. Gray then confirmed that her firm was quite flexible on most matters and that they could assist as much or as little as the District desired.

The Board then discussed participation methodology in the resident survey. Director Young noted that, in the instances of rental properties, it may be valuable to solicit input from both the residents and the landlords. Discussion ensued. Ms. Gray confirmed that her firm had the flexibility to undertake the survey in whatever method the Board desired. Mr. Hill noted that it would be important to keep the survey objective. Director Roberts echoed Mr. Hill's comments regarding objectivity and emphasized that she favored neutral questions. Director Shoemaker stated that he was unsure on whether homeowners and landlords should get the same survey, but noted that absentee landlords would likely have opinions on fiscal issues, such as taxes. He also noted that he'd like to reach out to residents in as many ways as possible and that he'd like to achieve a high participation rate in the survey. Mr. McMullen stated that he thought each residence should get a single survey. Mr. Fogle questioned how it could be ensured that homeowners got the desired changes from questions posed in the survey. Director Logan stated that the Board really desired input and guidance from the residents. She noted that, in prior incarnations of the Board of Directors of the District, that the Board had set the policy. She then stated that she desired to have additional public input on policy and to make the results of the survey public. The Board agreed that the results of the survey should be made public. Ms. Gray stated that all data was good data and that having understanding public opinion was never bad.

Ms. Torres then confirmed that she had solicited feedback from residents on topics to be included in the survey. She then confirmed that no feedback had been received. Director Logan confirmed to Ms. Gray that the Board desired for the residents to suggest questions for the survey. Ms. Gray then suggested that an informal approach may be beneficial and noted that social media may be one method of obtaining such suggestions. Director Logan then suggested that a "comment box" be included in the survey.

Director Young then stated that he would like to see 10 to 20 questions included in the survey. The Board and District residents in attendance then suggested potential topics of questions for inclusion in the survey: parks (including hours); park and recreational bonds, including desired amenities; newsletter; playscape; pool hours; right-of-way fence; use of amenities; transparency; communication; Fiscal Year 2023 budget; tax rate; operation and maintenance tax rate; park rules; Cedar Park fire contract; whether or not residents desired an amenity building; Williamson County Sheriff's Office security patrols in the District; annexation and, potentially, being a limited district; water quality; tax reduction; fee exemption; location for bulk pickups in the District; adding additional recycling options; use of Cedar Park facilities (i.e. community center or libraries); trash service; resident review of branch pick up after the winter storm; and tax rates and more/less services. Director Young then stated that it would be beneficial to include a blank on the survey for residents to indicate whether they'd like to volunteer their time for certain services in the District.

Director Shoemaker then noted that District residents had previously enjoyed library privileges in the City of Cedar Park and questioned whether the District should attempt to recapture such privileges. Mr. Hill noted that he did not hear the Board mention safety and

security as a survey question and stated that he would like to see more of a police presence in the District. He also noted that he would like expanded recycling options. Mr. McMullen noted that the District still had a Leander zip code and expressed a preference for having a Cedar Park zip code.

The Board then discussed timing milestones of the resident survey and directed Ms. Torres to obtain a proposal from CB&D to assist the District with the survey.

Director Logan stated that the Board would next consider the Order Establishing Rules and Regulations Governing Recreational Facilities and Related Fees and Charges attached as **Exhibit “B”** (the “*Park Rules*”). She noted that the Board had previously discussed amending the Park Rules and stated that she would like to vote on the proposed changes at the regular March meeting. Director Shoemaker noted that he would like to separate policies and rules in the Park Rules. Mr. Abbott then briefly reviewed the organization of the current Park Rules, noting that each park facility essentially had its own set of rules and policies. Director Shoemaker stated that the Board did not need to restate any state law relating to criminal activity. He again advocated for the separation of rules and policy in the Park Rules. Director Johnson expressed a preference for simplifying the Park Rules to make them more understandable.

Director Young then noted an existing policy in the Park Rules that banned individuals from park use if they were charged with an offense in a District park. He stated that the justice system should punish an offender and that the District should not have policies that continue such punishment. He also noted that such a policy was in no way a deterrent to illegal behavior. **The Board then directed Mr. Abbott to work with the Amenities Subcommittee to separate the rules and policies in the existing Park Rules and to generate an updated draft for Board consideration at a future Board meeting.**

Director Logan stated that the Board would next discuss park and recreational facilities bonds. She directed the Board to the 2022 Parks Master Plan undertaken by Hitchcock Design Group. In referencing the Parks Master Plan, Mr. Abbott noted that the “Action Plan” included in the Parks Master Plan referenced the bond projects, including the estimated costs. Discussion ensued. Director Johnson suggested that a Board member should review the Park Master Plan and determine which projects held the most value to residents of the District. Director Shoemaker stated that the Board must be clear and open with residents about the issuance of bonds, including associated timelines. He also noted that increased assessed values in the District could affect the District’s debt service tax rate as it related to the issuance of park bonds. He noted the historical interest in the proposed Jumano Park community building and suggested that it would be important to discern the District-wide interest in the construction of a new building. Director Logan stated that it would be important to undertake safety considerations with regard to park facilities and noted that attention should be given to rehabbing, repairing, or replacing existing park facilities.


Director Logan then stated that the Board would next discuss the Board’s future meeting schedule and agenda items. Mr. Abbott confirmed that the Board’s next regular meeting was scheduled for March 22, 2023.

There being no further items to come before the Board, upon motion by Director Roberts and second by Director Shoemaker, the Board voted unanimously to adjourn the meeting.

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[SIGNATURE PAGE TO MARCH 8, 2023 SPECIAL MEETING MINUTES]



Robert Young, Secretary
Board of Directors

Date: 4-26-23