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MEMORANDUM

TO: Board of Directors -
Block House Municipal Utility District

FROM: Denise L. Motal
Legal Assistant

DATE: August 24, 2023

RE: Block House Municipal Utility District -
August 30, 2023 Special Meeting

Enclosed please find the agenda and support materials for the special meeting of the Board of Directors of Block House Municipal Utility District scheduled for Wednesday, August 30, 2023, at 5:30 p.m., at 2600 Block House Drive South, Leander, Texas.

Please let me know if you cannot attend the meeting so that I can confirm that a quorum will be present.

Please do not hesitate to contact me if you have any questions.

Lisa Torres (Crossroads Utility Services, LLC)
Andrew Hunt (Crossroads Utility Services, LLC)*
Taylor Kolmodin (Municipal Accounts & Consulting, L.P.)
Mark Burton (Municipal Accounts & Consulting, L.P.)*
David Gray (Gray Engineering, Inc.)*
Cheryl Allen (Public Finance Group LLC)*
Carol Polumbo (McCall, Parkhurst & Horton L.L.P.)*
Tripp Hamby (Priority Landscapes, LLC)*
Antonio Lovato (Williamson County Sheriff's Dept.)*
Jay Howard (Texas Disposal Systems, Inc.)*

Ja-Mar Prince (Texas Disposal Systems, Inc.)*
Cynthia Magallanez (Texas Disposal Systems, Inc.)*
Chris Swedlund (McCall Gibson Swedlund Barfoot PLLC)*
Brian Toldan (McCall Gibson Swedlund Barfoot PLLC)*
Jan Gibson (McCall Gibson Swedlund Barfoot PLLC)*
Ashlee Martin (McCall Gibson Swedlund Barfoot PLLC)*
Tom Davis (Lifeguard 4 Hire, L.L.C.)*
Sandy Martin (BHC Owners Association)*
Amanda Stanfield (Tidal Waves Swim Team)*

*AGENDA ONLY (via email)

BLOCK HOUSE MUNICIPAL UTILITY DISTRICT

August 30, 2023

TO: THE BOARD OF DIRECTORS OF BLOCK HOUSE MUNICIPAL UTILITY DISTRICT AND ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Block House Municipal Utility District will hold a special meeting at **5:30 p.m.** on **Wednesday, August 30, 2023**, at 2600 Block House Drive South, Leander, Texas. The following matters may be considered and acted upon at the meeting:

PLEASE NOTE: Public comments will be accepted only during designated portions of the Board meeting. Citizens wishing to address the Board must complete the citizens’ communication form provided at the entrance to the meeting room, so they may be recognized to speak.

The meeting will be preceded by the U.S. Pledge of Allegiance and a moment of silence or prayer.

Board member announcements and agenda prioritization requests may be considered at the beginning of the meeting. The meeting will be recorded via video. The link to the video can be found at <https://www.youtube.com/@blockhousemud>.

Note: Matters on which Board action is anticipated are noted as “Decision”. Matters on which Board action is not anticipated are noted as “Informational”. Such notations are intended as a guide to facilitate the conduct of the meeting based on information available at the time that this agenda was finalized and are not binding. The Board reserves the right to take action on any of the following matters.

<u>AGENDA</u>	<u>ANTICIPATED ACTION</u>
GENERAL	
1. Citizens’ communications;	Informational
BUDGET AND TAX ITEMS	
2. 2023/2024 budget and 2023 tax rate, including:	Informational
(a) Work session on 2023/2024 budget;	Informational
DISCUSSION / ACTION ITEMS	
3. Future Board meetings/agenda items.	Informational

The Board of Directors is authorized by the Texas Open Meetings Act, Chapter 551, Texas Government Code, to convene in closed or executive session for certain purposes, including receiving legal advice from the District’s attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); discussing security personnel or devices or security audits (Section 551.076); and discussing information technology security practices (Section 551.089). If the Board of Directors determines to go into executive session to discuss any item on this agenda, the presiding officer will announce that an executive session will be held

and will identify the item to be discussed and the provision of the Open Meetings Act that authorizes the closed or executive session.

(SEAL)



Attorney for the District

Block House 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 Armbrust & Brown, PLLC at (512) 435-2300 for additional information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas program at (800) 735-2988.

Proposed Budget

Block House MUD - Fiscal Year Ending 09/2024

	Nine Month Actuals 10/2022 - 06/2023	Twelve Months Annualized FYE 09/2023	Approved 2023 Budget	Proposed 2024 Budget
Revenues				
14101 · Water -Customer Service Revenue	437,956	768,956	715,000	765,000
14104 · Basic Service - Water	374,582	558,582	560,000	560,000
14105 · Connection Fees	1,721	2,582	1,500	1,500
14201 · Wastewater-Customer Service Rev	258,526	408,526	450,000	408,000
14204 · Basic Service - Wastewater	374,582	558,582	560,000	560,000
14301 · Maintenance Tax Collections	2,278,706	2,278,706	2,272,335	1,917,355
14303 · Property Tax Penalty & Interest	5,694	5,694	5,000	5,000
14601 · Park Revenue	172,380	258,570	260,000	260,000
14604 · Facility Rental	598	897	1,000	1,000
14605 · Pool Contract Rental -TW & LISD	5,675	16,800	16,800	16,800
14702 · Penalties & Interest	23,128	23,128	20,000	20,000
14704 · Fire Protection Tax	759,369	759,369	757,258	794,628
14706 · Delinquent Tax Attorney Collect	1,256	1,675	2,000	2,000
14801 · Interest Earned on Checking	319	425	500	425
14802 · Interest Earned on Temp. Invest	173,763	231,684	260,000	230,000
15801 · Miscellaneous Income	1,073	1,610	2,000	2,000
15802 · Insurance Reimbursement-Damage	17,730	17,730	17,730	0
15901 · Assigned Surplus	0	0	760,646	85,420
15902 · Transfer From Surplus/Capital	29,306	29,306	29,306	0
Total Revenues	\$4,916,364	\$5,922,821	\$6,691,075	\$5,629,128

Expenditures

16102 · Operations - Water	117,670	156,893	157,000	157,000
16104 · Purchase Water	501,458	668,611	650,000	675,000
16110 · Utility - Booster Station	12,664	16,885	17,000	17,000
16115 · Meter Replacement	16,528	22,037	25,000	25,000
16116 · Permit Expense - Water	5,205	5,205	8,000	5,500
16121 · Storage Tank Utilities	323	431	500	500
16122 · Maintenance & Repairs- Water/BS	34,716	46,288	300,000	50,000

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16123 · Leak Detection	4,434	5,912	6,000	6,000
16202 · Operations - Wastewater	117,064	156,085	157,000	157,000
16204 · Purchase Wastewater Service	245,911	327,881	330,000	330,000
16205 · Maint & Repairs - Wastewater	22,469	29,959	40,000	40,000
16211 · Utilities - Lift Station	810	1,080	1,200	1,200
16301 · Garbage Expense	575,025	766,700	770,000	770,000
16406 · Trails Access Project (MS4)	0	0	15,000	0
16407 · MS4-Stormwater Program	14,242	21,363	36,000	25,000
16602 · Landscape Maintenance	344,124	458,832	455,000	475,000
16605 · Pool Maintenance	49,129	65,505	153,000	75,000
16607 · Chemicals - Pool	17,076	22,768	25,000	25,000
16608 · Utilities - Park	24,769	33,025	44,000	40,000
16609 · Utilities - Pool	3,540	4,248	6,000	6,000
16610 · Electrical/Light Utility (PEC)	12,524	18,786	15,000	20,000
16611 · Utilities - Pool Gas	7,968	11,952	12,000	12,000
16612 · Supplies & Phone - Pool	17,108	18,663	25,000	25,000
16613 · Fence Maintenance	31,053	31,053	55,000	100,000
16615 · Park & Walker House Maintenance	41,341	49,609	50,000	50,000
16616 · Park Administration/Cleaning	17,108	20,530	25,000	25,000
16617 · Park Equipment Maintenance	10,617	15,926	15,000	17,000
16618 · Storm Cleanup	260,410	260,410	360,410	0
16619 · Pool Cleaning	17,705	23,607	35,000	35,000
16620 · BMX Track Reconstruction	2,930	2,930	5,000	3,000
16621 · Special Pool Programs	0	0	5,000	0
16622 · Mgmt/Lifeguards	246,363	326,363	445,397	480,000
16623 · District Signage - Outdoor	1,131	1,697	2,500	2,500
16625 · Pool & Park Tag System	0	0	6,400	0
16626 · Apache Pool Maintenance	36,351	36,351	80,000	0
16629 · Disc Golf	0	0	4,000	0
16701 · Administrative Expenses	0	0	5,000	0
16703 · Legal Fees	178,009	237,345	250,000	250,000

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16705 · Auditing Fees	18,750	18,750	18,750	18,750
16706 · Engineering Fees	16,748	22,331	30,000	30,000
16707 · Engineering Fees - Special	7,760	10,347	15,000	15,000
16708 · Financial Advisor Fees	2,810	2,810	3,000	3,000
16709 · Election Expense	5,898	5,898	10,000	7,500
16710 · Website Hosting	17,084	20,501	25,000	25,000
16712 · Bookkeeping Fees	81,003	108,004	105,000	115,000
16714 · Printing & Office Supplies	6,691	8,029	10,000	10,000
16715 · Filing Fees	0	0	500	500
16716 · Delivery Expense	2,282	2,738	30,000	10,000
16717 · Postage	12,812	15,374	25,000	18,000
16718 · Insurance & Surety Bond	23,063	23,063	25,000	25,000
16722 · Bank Service Charge	3,446	4,595	5,000	5,000
16723 · Travel Expense	1,017	1,048	1,000	1,250
16724 · Publication Expense (SB 622)	1,980	1,980	2,500	2,500
16725 · Tax Assessor/Appraisal	23,297	23,297	25,000	25,000
16726 · Delinquent Tax Attorney Fee	1,256	1,675	2,000	2,000
16728 · Record Storage Fees	1,702	2,269	0	2,500
16731 · Arbitrage Analysis	500	500	500	500
16734 · District Management Fees	128,101	170,801	222,000	264,000
16735 · Telephone Expense (TC Tech)	0	0	400	800
16737 · Legal Fees - PIRs	5,383	7,177	10,000	10,000
16738 · Legal Fees - Restrictive Cov	11,430	15,240	30,000	25,000
16739 · Rate Analysis	23,363	23,363	25,000	0
16740 · Seminar Expense	6,028	6,028	5,000	7,000
16741 · Communications	8,263	8,263	15,000	10,000
16742 · Printing & Publicity	23	31	2,500	2,500
16743 · Restrictive Covenants	22,800	30,400	35,000	35,000
16744 · IT Maintenance & Cyber Security	10,298	11,234	25,000	15,000
16745 · Parks Master Plan	52,983	52,983	55,000	0
16801 · Patrol Service	99,573	119,488	135,000	135,000

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16803 · Surveillance/Security Maint.	21,313	21,513	40,000	40,000
16804 · Surv/Security Mnth(Trinity)	10,909	13,091	17,500	15,000
16901 · Fire Protection	759,369	759,369	757,258	794,628
17101 · Payroll Expenses	10,500	11,500	15,000	15,000
17103 · Payroll Tax Expense	6,409	7,409	11,000	8,000
17408 · Facility Maintenance (HVAC)	0	0	10,000	0
17805 · Other Office Expenses	4,374	5,832	10,000	7,500
17806 · District Functions	4,384	5,845	5,000	7,500
17901 · Capital Outlay	53,990	71,987	71,760	0
17907 · Walker House Improve/Rehab	28,788	28,788	27,000	10,000
17909 · Right-of-Way Improvements	0	82,000	82,000	0
17912 · Courts Resurfacing	0	0	5,000	1,000
17913 · Tumlinson Pool Project	18,730	18,730	20,000	0
17995 · BGE Spyglass Asset Management	0	135,000	135,000	10,000
Total Expenditures	\$4,502,885	\$5,744,211	\$6,691,075	\$5,629,128
Net Excess Revenues <Expenditures>	\$413,479	\$178,610	\$0	\$0

AV	679,099,260
M&O Tax Rate	0.2881
Debt Tax Rate	0.2035
Fire Tax Rate	0.1194
Total Tax Rate	0.611

Current Cash Balance 7/26/2023	5,965,305.46
Less Assigned Surplus Above	(85,420.00)
1 Month of Expenses Based on Proposed Budget	469,093.97
# of Months in Reserves Based on Proposed Bud	12.53