

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

August 28, 2024

THE STATE OF TEXAS           §  
  §  
COUNTY OF WILLIAMSON       §

A meeting of the Board of Directors of Block House Municipal Utility District (the "District") was held on August 28, 2024 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: Ben Ingallina and Lisa Sandoval of Crossroads Utility Services, LLC ("Crossroads"); Deputy Antonio Lovato of the Williamson County Sheriff's Office ("WCSO"); Sandy Martin of the BHC Owners Association ("OA"); Clint Welch and Tripp Hamby of Priority Landscapes, LLC ("Priority"); Chris Stanfield, District IT Consultant; Marc Marroquin of Premier Recreation Management ("Premier"); Jim Cicchini of Violet Crown Management; David Gray of Gray Engineering, PLLC; and Sean Abbott of Armbrust & Brown, PLLC ("A&B"). Directors Shoemaker and Johnson and Tyler Wilson of Municipal Accounts & Consulting, L.P. ("MAC") participated in the meeting via video conference.

Director Logan called the meeting to order at 6:30 p.m. and welcomed those present. She announced that public comments were taken during designated portions of the meeting only and asked that anyone who wished to address the Board 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. Director Logan noted that the meeting was being videotaped and requested that Board members and consultants limit "side discussions" as they diminished the quality of the recording.

Director Logan then stated that the Board would receive citizens' communications. There being none, Director Logan stated that the Board would next consider approving the minutes of the July 24, 2024 regular Board meeting. After discussion, upon motion by Director Shoemaker and second by Director Young, the Board voted unanimously to approve the minutes.

Director Logan stated that the Board would next discuss the development of the Nebraska Furniture Mart ("NFM") tract and recognized Mr. Cicchini. Mr. Cicchini then provided an update to the Board on the course of development on the tract. He noted that he wanted to ensure that NFM were good community partners with residents of the District. He then offered an update relating to the development of the District, including the anticipated schedule of the various

portions of the development. Upon question from Director Roberts, he noted that the construction crews on the tract had been doing extensive watering in an attempt to minimize dust disturbances.

Director Logan then stated that the Board would receive a report from the OA and recognized Ms. Martin, who stated that the “back to school bash” had gone well. She then requested the approval for a dog walk during the Lantern Festival on September 21<sup>st</sup>. After discussion, the Board approved the dog walk without a formal vote.

Director Logan stated that the Board would next receive a report from the WCSO and recognized Deputy Lovato, who provided a brief overview of recent patrols in the District. He noted that there had been car burglaries in the area and reminded residents to lock their car doors.

Director Logan then stated that the Board would discuss the neighborhood watch and Block Watch Program. Director Lovato confirmed that the WCSO would be present in the District on national night out. Director Logan confirmed that District representatives would meet with WCSO to receive advice on beginning a neighborhood Block Watch Program and would eventually communicate with residents via the appropriate social media outlets.

Director Logan stated that the Board would next receive a report from Premier and recognized Mr. Marroquin. Mr. Marroquin reviewed the report from Premier, attached as **Exhibit “B”**, with the Board and noted that operations continued to run smoothly. He noted that Premier was transitioning the Tumlinson Pool into the off season.

Director Logan then stated that the Board would receive a report from Priority and recognized Mr. Welch, who reviewed the report from Priority, attached as **Exhibit “C”**. Mr. Welch noted that operations continued to run smoothly and that Fall mulching efforts would begin soon.

Director Logan stated that the Board would next discuss planting of trees at the food forest in the Community Garden. She stated that volunteers in the Community Garden desired to plant native fruit trees in the Community Garden area, noting that the plantings would occur at no cost to the District. She noted that water barrels would initially be used for irrigation, but that the District may eventually want to consider the installation of irrigation to assist with watering efforts. After discussion, upon motion by Director Roberts and second by Director Young, the Board voted unanimously to approve the planting of trees in the Community Garden by volunteers.

Director Logan then stated that the Board would discuss the market day at the Community Garden on October 5<sup>th</sup> and stated that various vendors had been invited to participate. Discussion ensued relating to participation in the event by vendors that did not live in the District. Director Young noted that District parks were not typically open to non-residents. Director Logan noted that the presence of non-residents would be beneficial to District residents in the context of the market day.

Director Logan stated that the Board would next consider the Spooky Night at the Community Garden and Night Disc Golf events in Jumano Park on October 26<sup>th</sup>. The Board approved the use of Jumano Park for the Spooky Night at the Community Garden and Night Disc Golf events and directed Ms. Sandoval to assist in the coordination of the events, as needed.

Director Logan then stated that the Board would discuss changing park hours. Director Shoemaker expressed an interest in making park hours longer in the summer. Director Johnson noted that certain amenities in the District had different hours than the general park hours. Director Roberts noted that utilizing the current “dawn to dusk” hours allowed for season flexibility with park hours. Director Logan noted that it was important to take a practical approach to setting park hours around when residents could safely make use of the District parks. Director Roberts noted that if a change was made to park hours that several signs would need to be replaced, which would be an added expense for the District. Discussion ensued. Upon motion by Director Roberts and second by Director Johnson, the Board voted 1-4, with Director Roberts voting “yes”, to keep the current park hours. Further discussion ensued and upon motion by Director Logan and second by Director Young, the Board voted 4-1, with Director Roberts voting “no”, to change the closing time for all District parks to 10:00 p.m. for a year, to lock park gates at 10:00 p.m., to undertake public communication relating to same, and to defer the replacement of signs until the end of the one-year period.

Director Logan stated that the Board would next receive a report from the Amenities Subcommittee. Director Young stated that it would be beneficial for volunteers to assist with some remediation of the disc golf course. Director Logan noted that a written proposal would be beneficial and instructed that any such efforts should be coordinated with Ms. Sandoval.

Director Logan then stated that the Board would receive a report from the PR/Communications Subcommittee and recognized Director Roberts who stated that the District newsletter would be released soon.

Director Logan then stated that the Board would receive a report from and directives to Community Association Management, Inc. (“CAM”). Ms. Sandoval reviewed the report from CAM with the Board.

Director Logan stated that the Board would next receive a report from MAC and recognized Mr. Wilson. Mr. Wilson presented the check register, attached as **Exhibit “D”**, and the supplemental check register, attached as **Exhibit “E”**. He then reviewed payments made since the last Board meeting as well as the three proposed fund transfers, and recommended approval. After discussion, upon motion by Director Johnson and second by Director Shoemaker, the Board voted unanimously to approve the fund transfers and payment of the bills and invoices, as presented.

Director Logan then stated that the Board would discuss credit card payments for facility rentals. Mr. Wilson stated he continued to vet viable proposals for the Board’s consideration.

Director Logan stated that the Board would next receive the engineer’s report and recognized Mr. Gray. Mr. Gray reviewed his report, attached as **Exhibit “F”**, with the Board. He confirmed that his firm had submitted a bond application to the Texas Commission on Environmental Quality (“TCEQ”) for park improvements and that the application was still pending, but that he expected the final approval to be issued in November 2024.

Director Logan then stated that the Board would receive a report from Crossroads and recognized Mr. Ingallina. Mr. Ingallina reviewed the Operations Report, attached as **Exhibit “G”**. He stated that all lab results were satisfactory. He stated that the District’s water loss was down again from last month. He noted that he had two write-offs to present, as noted in his report. Upon motion by Director Roberts and second by Director Johnson, the Board voted unanimously to approve the write-offs.

Mr. Ingallina stated that AT&T Fiber's installation in the District had paused. Mr. Abbott confirmed that his firm continued to follow-up on the outstanding invoices and estimated water loss due to subcontractors cutting into utility lines.

Director Logan then stated that the Board would receive a report from Texas Disposal Services ("TDS"). Ms. Logan noted that she had reached out to TDS to confirm the costs included in the District's current agreement relating to bulk pickups. She stated that she expected a response soon and that it may be economically favorable to amend its agreement with TDS.

Director Logan stated that the Board would next discuss the Storm Water Management Program (SWMP) under TPDES General Permit TXR040000 and the potential installation of a chicken coop. Director Logan stated that residents of the District would eventually be willing to pay for any fiscal impact of a chicken coop relating to the District's SWMP. She then stated that the item would be tabled until further communication was received from District residents on the issue.

Director Logan stated that the Board would next receive a report from the general manager and recognized Ms. Sandoval, who reviewed her report, attached as **Exhibit "H"** and discussed the necessity of repair or replacement of the District's ATV Ranger. She noted that the motor on the ATV needed attention and that she had received an estimate of \$5,000 to replace the motor. After discussion, upon motion by Director Roberts and second by Director Young, the Board voted unanimously to approve the replacement of the ATV's motor.

Director Logan stated that the Board would next receive the attorney's report and recognized Mr. Abbott. Mr. Abbott reviewed the attorney directives, noting that all directives had been completed or were in process. He then reviewed the Amended and Restated Order Establishing Revised Water Conservation and Drought Contingency Plan, attached as **Exhibit "I"** (the "Amended Order"). He confirmed to the Board that the Amended Order would ensure that the District's Water Conservation and Drought Contingency Plan was consistent with the contractual standards required by the City of Cedar Park. After discussion, upon motion by Director Roberts and second by Director Young, the Board voted unanimously to approve the Amended Order.

Director Logan then stated that the Board would review the District's insurance coverage limits and deductibles. Mr. Abbott reviewed the Texas Municipal League Intergovernmental Risk Pool ("TMLIRP") renewals and rates, attached as **Exhibit "J"**, and recommended that the Board maintain the same coverages and deductible amounts.

Director Logan stated that the Board would next discuss TMLIRP's Cyber Liability and Data Breach Response Coverage update and related Interlocal Agreement, attached as **Exhibit "K"**. Mr. Abbott recommended approval of the Cyber Liability and Data Breach Response Interlocal Agreement with a deductible of \$1,250. After discussion, upon motion by Director Roberts and second by Director Johnson, the Board voted 3-2, with Directors Young and Logan voting "no", to approve the Interlocal Agreement.

Director Logan stated that the Board would next discuss miscellaneous and Board/Subcommittee directives. The Board then briefly discussed subcommittee considerations. Mr. Abbott noted that subcommittees were free to meet without the presence of the General Manager. Director Young then suggested that the General Manager should be held to the same ethical standards as Directors, as defined by the District's Code of Ethics. He then reiterated that any anonymous communications should be directed to Mr. Abbott for review.


Director Logan confirmed that a special meeting of the Board was scheduled for September 11, 2024 and that the next regular meeting of the Board was scheduled for September 25, 2024.

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

\* \* \*

[SIGNATURE PAGE TO AUGUST 28, 2024 MINUTES]

(SEAL)

  
\_\_\_\_\_  
Robert Young, Secretary  
Board of Directors

Date: 25 SEP 2024

