

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

June 23, 2021

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

A regular meeting of the Board of Directors of Block House Municipal Utility District was held via telephone conference on June 23, 2020, at 1-888-510-5505; participant code: 199914. The meeting was open to the public and notice was given pursuant to the Texas Open Meetings Act, as modified by Governor Greg Abbott, and the related guidance from the Office of the Attorney General of the State of Texas. Certain Members of the Board participated in the telephone conference at 2600 Block House Drive South, Leander, Texas. A copy of the Certificate of Posting of the Notice is attached as **Exhibit "A"**. An electronic agenda packet for the meeting was provided on-line via the link included in the meeting notice and the meeting was recorded and made available at the same link after the meeting. The meeting was called to order at 6:30 p.m. and the roll of the members of the Board of Directors was called, as follows:

| | | |
|--------------------|---|---------------------|
| Cecilia A. Roberts | - | President |
| Steve Bennett | - | Vice President |
| Byron Koenig | - | Secretary |
| Stuart McMullen | - | Assistant Secretary |
| Ursula Logan | - | Treasurer |

All of the Directors were present on the call when it was called to order. Also present at the meeting were Taylor Kolmodin of Municipal Accounts & Consulting, L.P. ("MAC"); Jacquelyn Smith, Patricia Rinehart, and Lisa Torres of Crossroads Utility Services, LLC ("Crossroads"); Sandy Martin of the Block House Creek Owners Association (the "OA"); Sergeant Chuck Kelley of the Williamson County Sheriff's Office ("WCSO"); Tom Davis, Lifeguard 4 Hire ("L4H"); David Gray of Gray Engineering ("GE"); Terri Hutton and Robert Young, residents of the District; and Sean Abbott of Armbrust & Brown, PLLC ("A&B").

Director Roberts welcomed those present. She confirmed that the meeting was being conducted via telephone and was being recorded. She requested that each speaker identify themselves when speaking and requested that anyone participating in the call mute their phone when they were not speaking.

Director Roberts then stated that the Board would receive citizens' communications. Ms. Hutton addressed the Board and identified portions of minutes previously adopted by the Board that she believed were inaccurate or needed to provide greater detail. She then opined that Director Logan should not have access to the District's restrictive covenant database. She further stated that she did not approve of how Director Roberts had addressed Ms. Smith at the May Board meeting relating to the organization of Ms. Smith's report. Ms. Hutton then requested that the Board revise its contract with Community Association Management ("CAM") and stated that she thought that CAM stood to benefit financially by processing increased applications to the Architectural Control Committee. Director Roberts then noted that Ms. Hutton's allotted time had elapsed and Ms. Hutton continued speaking. Ms. Hutton then discussed the District's enforcement of restrictive covenant violations, expressed a preference for Board meetings being conducted in an online format, and stated that she was disappointed in the Board's disrespectful

behavior towards her. She concluded her comments by directing expletives toward Director Roberts.

Mr. Young stated that he believed that all Board members and every member of the community should have access to CAM's restrictive covenant database. He then stated that such access would provide for additional transparency of the District.

Director Roberts then stated that the Board would receive a report from the OA and recognized Ms. Martin. She stated that the OA had made requests to use District facilities at Tonkawa Park on July 4, 2021. Upon motion by Director McMullen and second by Director Logan, the Board voted unanimously to approve the OA's request to utilize Tonkawa Park on July 4, 2021. Ms. Martin then stated that the OA would be hosting their "line the loop" event on July 2, 2021 and requested the use of Tumlinson Park for a "back to school bash" on August 14, 2021. Upon motion by Director Logan and second by Director McMullen, the Board voted unanimously to approve the OA's request to use Tumlinson Park on August 14, 2021.

Director Roberts stated that the Board would next consider approving the minutes of the May 26, 2021 regular meeting. After discussion, upon motion by Director Bennett and second by Director Koenig, the Board voted unanimously to approve the minutes.

Director Roberts stated that the Board would next receive a report from the WCSO and recognized Sgt. Kelley. Sgt. Kelley reported that everything in the District was "running normal." Director Roberts then requested that the WCSO be cognizant of the District's July 4th celebration at Tonkawa Park. Upon request from Director McMullen, Sgt. Kelley offered a report to the Board regarding a possible campsite that was discovered in Jumano Park by the WCSO. Director McMullen then requested that the WCSO provide additional updates going forward, as applicable.

Director Roberts then stated that the Board would discuss restrictive covenant enforcement, including pending or contemplated litigation, and recognized Director McMullen. Director McMullen referred the Board to CAM's report. He noted that residents were being required to request approval from the Architectural Control Committee to replace their roofs and stated that such approvals should not be required. Upon question from Director Logan, Ms. Smith confirmed that CAM had been using the existing District form for temporary parking of recreational vehicles in the District. Director Logan then noted that the report from CAM incorrectly listed the District as Block House HOA, and noted the imposition of fees for failure to correct restrictive covenant violations. Director McMullen advised that such charges had not been levied and directed Mr. Abbott to confirm as such with CAM. Ms. Smith then noted that an Architectural Control Committee report had also been included in CAM's report.

Director Roberts stated that the Board would next receive the bookkeeper's report and recognized Ms. Kolmodin. Ms. Kolmodin presented the check register, attached as **Exhibit "B"**, and supplemental cash flow report/check register, attached as **Exhibit "C"**. She noted that there were three fund transfers and recommended approval of a certificate of deposit. After discussion, upon motion by Director Koenig and second by Director Bennett, the Board voted unanimously to approve payment of the bills and invoices, the investment, and the fund transfers, as presented. Ms. Kolmodin then suggested that the item relating to the amended budget be tabled. Director Logan then inquired about the addition of late fees to customer accounts after said customers drop off payments at the drop box in the District. Ms. Torres stated that such payments are retrieved each morning and are date-stamped to confirm receipt. She noted that postings sometimes took 24 to 48 hours and that Crossroads must undertake a manual process to add a late fee to a customer account. Director Roberts then directed Ms. Torres to bring a report back to the Board to ensure that all Board members understand the current process. Director Logan

then suggested that the Financial Subcommittee work with Ms. Torres to evaluate the process, as necessary.

Director Roberts stated that the Board would next discuss pool operations, maintenance, repairs and management and recognized Mr. Davis, who reviewed the pools report from L4H attached as **Exhibit “D”** and stated that the pools were operating under their typical seasonal protocol. Director Bennett then discussed the outstanding repairs relating to the Tumlinson Pool slides. Mr. Davis stated that his firm had worked with the inspector of the slides and that the facilities had been approved for the current year. He stressed that the facilities in question were safe and that his firm would ensure that the facilities were in compliance moving forward. Mr. Davis then stated that the surfacing of the beach entry at Tumlinson Pool had developed some cracking, as noted in his report. He stated that his firm would continue to address any additional deficiencies they discovered.

Director Roberts then stated that the Board would discuss landscape maintenance, including the report from Priority attached as **Exhibit “E”**. Ms. Smith then presented Proposals #383, #387, #388, #389, and #390 that had been included in the meeting packet. Director Bennett explained Proposal #389 for disc golf parking pad in Jumano Park, attached as **Exhibit “F”**, and Proposal #390 for Jumano disc golf clearing - Phase 2, attached as **Exhibit “G”**, and recommended approval. Upon motion from Director Bennett and second by Director Koenig, the Board voted unanimously to approve Proposals #389 and #390, as presented. Director McMullen then reviewed Proposal #383 for fence line clearing at Chardonay Circle and Jordan Cove, attached as **Exhibit “H”**, and Proposal #387 for removal of fallen dead tree at 200 North Walker Drive, attached as **Exhibit “I”**, and recommended approval. Upon motion by Director McMullen and second by Director Koenig, the Board voted unanimously to approve Proposals #383 and #387, as presented. The Board took no action on Proposal #388 for Scottsdale Drive entry renovation. Director Logan then requested that the Parks Subcommittee inspect the trees at Apache Pool and noted that there were trees hanging on the shade structures. Director Roberts noted that there were some low-hanging limbs on the District’s hiking trails that may also need attention.

Director Roberts then stated that the Board would discuss District operations and recognized Ms. Torres, who presented the report attached as **Exhibit “J”**. Ms. Torres reviewed the report from Crossroads. She stated that all lab results were satisfactory and that the water loss for the previous month had been 0.46%. She added that there were no write-offs included in her report. Ms. Torres then presented the proposal from Crossroads for sample stations at 1104 Bordeaux Dr. and 14803 Snelling Dr., attached as **Exhibit “K”**. After discussion, upon motion by Director Bennett and second by Director Koenig, the Board voted unanimously to approve the proposal for the sample stations. Ms. Torres then reviewed a survey of certain District inlets and outfalls to detect illicit discharges and determine if any environmental hazards existed, attached as **Exhibit “L”**. She confirmed that she would seek Board approval of a proposal to address deficiencies at the Board’s next meeting.

Director Roberts stated that the Board would next discuss general management items, and recognized Ms. Smith. Ms. Smith reviewed coronavirus considerations in Williamson County with the Board. Director Logan then directed Ms. Smith to ensure that trash cans be moved from Tumlinson Park to Tonkawa Park for the District’s July 4th event. Ms. Smith stated that she was working with Granicus regarding the e-delivery options for the District’s website. She then presented the proposal from Hot Dog Marketing for the layout of the District’s newsletter attached as **Exhibit “M”**. After discussion, upon motion by Director Koenig and second by Director Bennett, the Board voted unanimously to approve the proposal.

Director Roberts stated that the Board would next discuss engineering items and recognized Mr. Gray. Mr. Gray reviewed his report attached as **Exhibit “N”**. Director McMullen then discussed the utility easement behind homes on St. Genevieve Drive and noted that a homeowner on Fall Creek Drive had asked questions of the District relating to accessing the easement. Discussion ensued. Mr. Abbott noted that the District had a lock on the gate that was present on the north side of Meritage, just west of St. Genevieve Drive. Director Logan requested that the District's lock be removed. Director Roberts then directed Ms. Smith to contact the homeowner of the yard with the locked gate to confirm whether the homeowner would like to place their own lock on the gate. Mr. Gray then provided the Board an update regarding the development of the Knight Tracts. He confirmed that the planned development was located in the District and that the owner of the tracts would need to request out-of-district service from the District if they desired such service. Upon motion by Director Roberts and second by Director Bennett, the Board voted unanimously to direct Mr. Gray to research ownership of the applicable utility lines relating to the Knight Tracts and to contact the landowner and/or the City of Cedar Park regarding the status of the project.

Director Roberts then stated that the Board would next discuss the proposed use of Proposition A bond funds. Mr. Gray recommended that the Board communicate with its consultants regarding the feasibility and process relating to the issuance of the park bonds. Director Roberts then proposed a special meeting at 6:00 p.m. on July 21, 2021 to discuss the park bonds.

Director Roberts stated that the Board would next discuss property maintenance, repairs and replacements. Mr. Abbott stated the Pedernales Electric Cooperative had requested temporary access easements from the District relating to the installation of power lines around the District. The Board then directed Mr. Abbott to work with the Maintenance and Engineering Subcommittee to vet the requests. Director Roberts noted that it was imperative that there be language in the easements to ensure that the land be restored to its proper condition after the work was completed. Ms. Smith then stated that the Fire Marshall would be re-inspecting the District pool facilities soon. She also noted that she continued to work with the Texas Municipal League Intergovernmental Risk Pool's representative regarding the District's pending claim relating to the recent hail storm.

Director Roberts then called the Board's attention to the solid waste report from Texas Disposal Systems, Inc. attached as **Exhibit “O”**.

Director Roberts then stated that the Board would receive a report from the Water/Environmental Subcommittee and recognized Director Bennett. Director Bennett stated that the Subcommittee had recently reviewed the District's Risk and Resiliency Assessment relating to America's Water Infrastructure Act of 2018. After discussion, upon motion by Director Bennett and second by Director McMullen, the Board voted unanimously to certify completion and submit certification of completion of the Assessment to the Environmental Protection Agency.

Director Roberts stated that the Board would next discuss District parks and facilities, including disc golf, and recognized Director Bennett to provide an update. Director Bennett stated that work on the disc golf course was progressing favorably and in a timely fashion.

Director Roberts stated that the Board would next receive the report from and directives to Armbrust & Brown, PLLC. Mr. Abbott stated that all of his directives were complete.

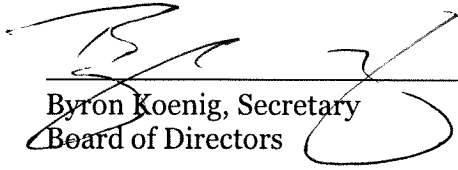
Director Roberts stated that the Board would next discuss the Board's future meeting schedule and agenda items. Mr. Abbott confirmed that the next regular meeting of the Board of Directors would occur on July 28, 2021.

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

* * *



[SIGNATURE PAGE TO June 23, 2021 MINUTES]


Byron Koenig, Secretary
Board of Directors

Date: 7-28-21