

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

September 28, 2022

THE STATE OF TEXAS §
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COUNTY OF WILLIAMSON §

A meeting of the Board of Directors of Block House Municipal Utility District was held on September 28, 2022, 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:

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

All of the Directors were present, except Director Koenig, thus constituting a quorum. Also present at the meeting were: Taylor Kolmodin of Municipal Accounts & Consulting, L.P. ("MAC"); Lisa Torres of Crossroads Utility Services, LLC ("Crossroads"); Sandy Martin of the BHC Owners Association ("OA"); Tom Davis of Lifeguard4Hire ("L4H"); Deputy Antonio Lovato of the Williamson County Sheriff's Office ("WCSO"); Herb Edmonson of Gray Engineering; Lauren Smith of Public Finance Group LLC; Tripp Hamby of Priority Landscapes ("Priority"); Alvin Lankford of the Williamson Central Appraisal District ("WCAD"); Caleb Chandler and Ammie Busby (non-residents); Robert Young, David Shoemaker, Callie Logan, Campbell Logan, Cynthia Langdon, Tom Langdon, Luanne Miller, Michelle Kuhn, Kary Daily, Amanda Stanfield, Rebecca Upchurch, David Johnson, Nancy Winston and Jessica Gaudet, residents of the District; and Sean Abbott of Armbrust & Brown, PLLC ("A&B").

Director Roberts 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 Roberts then stated that the Board would receive citizens' communications. Mr. Lankford addressed the Board and confirmed that he was currently the Chief Appraiser at WCAD and that he had worked at WCAD for twelve years. He confirmed that WCAD established a taxable value for all real property in Williamson County. He noted that market values had increased significantly during the 2022 calendar year and noted that tax caps had been enacted in general law to ensure that tax bills did not increase in accordance with values. Mr. Lankford also noted that many local taxing entities adopted tax exemptions, such as homestead exemptions, to bring tax relief to residents. He concluded by stating that he had preliminarily reviewed the tax levies of local government entities in Williamson County and that, generally speaking, taxes were generally not going up significantly.

Mr. Shoemaker addressed the Board and confirmed that he had filed to run in the District's Board of Directors election in November. He encouraged all of those running in the race to keep taxes "flat", to favorably consider the live streaming of meetings, for directors to not collect their per diems, and encouraged the District to undertake outreach services to District residents. Mr. Shoemaker then briefly discussed tax appraisal issues, the difference between market and taxable values, and how the State of Texas had compressed school district taxes.

Director Roberts stated that the Board would next consider approving the consent items on the Board's meeting agenda: the minutes of the August 9, 2022 special meeting, the August 16, 2022 special meeting, the August 24, 2022 regular meeting, and the September 7, 2022 special meeting as well as the proposal from McCall Gibson Swedlund Barfoot PLLC for audit services for the fiscal year ending September 30, 2022 attached as **Exhibit "B"**. After discussion upon motion by Director Bennett and second by Director McMullen, the Board voted 4-0 to approve the consent items.

Director Roberts then stated that the Board would receive a report from the OA. Ms. Martin noted that she expected a new e-sign to be installed within the next five business days. She then stated that the OA had requested use and waiver of fees for: (i) the use of Tumlinson Park for the Pumpkin Patch on October 6-16, 2022; (ii) the use of the Pavilion for a Candidate Forum on October 22, 2022; (iii) the use of Tonkawa Park for Yoga classes on September 24, October 8, October 22, November 5 and November 19; and (iv) the use of the Pavilion for Zumba classes on various dates in September, October and November. After discussion, upon motion by Director Logan and second by Director McMullen, the Board voted 4-0 to approve the OA's use of the facilities, as requested. Ms. Martin then stated that the OA would be conducting a candidate event relating to the District's November director election and that all six candidates had been invited to participate.

Director Roberts stated that the Board would next receive the monthly security report from the WCSO. Deputy Lovato addressed the Board and stated that the WCSO had received complaints about cars parking on the bridge over Block House Creek during swim meets. It was suggested that Williamson County Road and Bridge may be able to paint "no parking" lines on the bridge. **The Board then directed Ms. Torres to contact Williamson County Road and Bridge to confirm.**

Director Roberts stated that the Board would next receive a restrictive covenant report from Ms. Torres. Ms. Torres reviewed the report provided by Community Association Management, Inc. She stated that the subcommittee had recently met to evaluate homes with outstanding restrictive covenant issues, including the home at 15361 English River Loop.

Director Roberts then recognized Ms. Torres for purposes of receiving a report from the PR/Communications Subcommittee. Ms. Torres confirmed that no special events had been planned and that she was working with the Subcommittee to generate a newsletter in October.

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 "C"**. She reviewed two proposed fund transfers and an investment of District funds and recommended approval. After discussion, upon motion by Director Logan and second by Director McMullen, the Board voted 4-0 to approve payment of the bills and invoices, the fund transfers, and the investment, as presented.

Ms. Kolmodin then presented the Resolution Adopting Amended and Restated Credit Card Use Policy attached as **Exhibit “D”**. After discussion, upon motion by Director Bennett and second by Director McMullen, the Board voted 4-0 to approve the Resolution.

Director Roberts stated that the Board would next receive a report from L4H and recognized Mr. Abbott. Mr. Abbott noted that L4H’s agreement with the District was set to expire on September 30, 2022 and that the Amenities Subcommittee had been working with L4H on proposed revisions to the existing agreement. In light of these circumstances, Mr. Abbott reviewed the Amendment No. 1 to Pool Services Agreement, attached as **Exhibit “E”**, which he explained would extend the existing agreement until the end of October. After discussion, upon motion by Director McMullen and second by Director Logan, the Board voted 4-0 to approve the Amendment.

Upon question from Director Roberts, Mr. Davis confirmed that the repair to the handicapped chair at Apache Pool had taken longer than anticipated because the parts were on back order. Director Roberts then asked about the District receiving a “credit” for the pools closing early due to weather considerations and Mr. Davis confirmed that L4H had made up such time on other projects. **Director Roberts then directed the Amenities Subcommittee, Mr. Davis, and Ms. Torres to work together on amended language for the new L4H contract renewal.**

Director Roberts then stated that the Board would discuss landscape maintenance, including the report from Priority Landscapes, LLC, attached as **Exhibit “F”**. Ms. Torres then reviewed Proposal #1642 for Luther Chance Practice Field infield improvements, attached as **Exhibit “G”**; Proposal #1643 for Disc Golf Course – Hole 2 erosion control improvements, attached as **Exhibit “H”**; and Proposal #1644 for front entry – rose replacement due to disease, attached as **Exhibit “I”**, and recommended approval of the proposals. After discussion, upon motion by Director McMullen and second by Director Roberts, the Board voted 4-0 to approve the proposals. Director Bennett then stated that he would like to be present when the work relating to Proposal #1642 was being planned.

Director Roberts then recognized Ms. Torres for purposes of receiving a report from the Amenities Subcommittee. Ms. Torres presented the proposal from Hellas Construction, Inc. for the Hockey Court (Skate Court) surfacing attached as **Exhibit “J”**. After discussion, upon motion by Director McMullen and second by Director Logan, the Board voted 4-0 to approve the proposal.

Director Roberts stated that the Board would next discuss the Parks Master Plan and recognized Mr. Rush. Mr. Rush reviewed the updated budgets included in the Plan. He then provided a comprehensive review of the Plan to the Board, noting how the Plan would benefit the Board in prioritizing park projects over the next several years. Director Logan reminded the Board that the Parks Master Plan was just a plan—a guide to help the Board evaluate park projects. The Board then thanked Mr. Rush for all of his work in putting together the Plan. After discussion, upon motion by Director McMullen and second by Director Logan, the Board voted 4-0 to approve and accept the Parks Master Plan, attached as **Exhibit “K”**.

Director Roberts then stated that the Board would discuss engineering matters and recognized Mr. Edmonson. Mr. Edmonson reviewed his report, attached as **Exhibit “L”**. He then confirmed that the Pedernales Electric Cooperative restoration work was going well. Discussion ensued regarding the silt fencing around the Bike Trails and the Board expressed a preference for leaving the silt fencing in place.

Director Roberts then stated that the Board would receive a report from Crossroads Utility Services, LLC and recognized Ms. Torres. Ms. Torres reviewed the operations report attached as **Exhibit “M”**. She stated that all lab results were satisfactory and added that the water loss for the month of July was 7.63%, which, she noted, was down from last month. She added that she had no write-offs to present. She then reviewed the general manager’s report, attached as **Exhibit “N”**. She confirmed that Texas Disposal Systems would conduct a bulk pickup in the District during the month of October. Director Roberts requested that Ms. Torres coordinate the event with the WCSO.

Director Roberts then recognized Mr. Abbott for purposes of receiving the attorney’s report. Mr. Abbott reviewed the Agreement for Off-Duty Security and Patrol Services attached as **Exhibit “O”**, noting that the District would need to enter into an individual agreement with each deputy providing patrol services in the District, which would include signatures from each WCSO deputy and a representative from the District. He noted that a separate agreement for the “Patrol Coordinator” had been prepared, attached as **Exhibit “P”**, and that Deputy Lovato would be serving as the Patrol Coordinator for the District. After discussion, upon motion by Director Logan and second by Director McMullen, the Board voted 4-0 to approve the form of Agreement for Off-Duty Security and Patrol Services and the form of Agreement for Off-Duty Security and Patrol Services (Patrol Coordinator), and **directed Mr. Abbott and Ms. Torres to work with Deputy Lovato to obtain fully executed Agreements with all WCSO deputies providing patrol services in the District.**

Director Roberts stated that the Board would next discuss the District’s Social Media Policy. **The Board directed Mr. Abbott to research and draft a proposed social media policy for the Board’s consideration.** After discussion, upon motion by Director McMullen and second by Director Logan, the Board voted 4-0 to “turn off” comments on District social media posts and to remove “administrative authority” from all members of the Board.

Director Roberts then recognized Director Logan, who stated that District residents continued to inquire about options to participate in District meetings remotely. She noted that several residents had provided such input during the “citizens’ communications” portion of recent District meetings. **The Board then directed Ms. Torres and the PR/Communications Subcommittee to research options for remote participation in Board meetings and to report back to the Board.**

Director Roberts then announced that the Board would discuss executive sessions as permitted by Chapter 551 of the Texas Government Code. Director Logan then requested that, if and when the Board entered executive session, as permitted by the Texas Open Meetings Act, the Board clearly identify which agenda item would be discussed and the reason for entering into executive session.

Director Roberts stated that the Board would next discuss the Board’s future meeting schedule and agenda items. The Board then decided to hold a special meeting on October 10, 2022 to discuss a complaint received under the District’s Code of Ethics, Travel, and Professional Services Policy.

There being no further items to come before the Board, upon motion by Director McMullen and second by Director Bennett, the Board voted 4-0 to adjourn the meeting.

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[SIGNATURE PAGE TO SEPTEMBER 28, 2022 MINUTES]

Stuart McMullen, Assistant Secretary
Board of Directors

Date: 10-26-22