

# BLOCK HOUSE MUNICIPAL UTILITY DISTRICT

January 23, 2019

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 regular meeting at **6:30 p.m. on Wednesday, January 23, 2019**, 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. Comments from the floor will not be accepted during the business portion 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.*

**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>
<b>GENERAL</b>		
1.	Citizens' communications;	Informational
2.	BHC Owners Association, including:	Informational
(a)	Requests for use of District facilities;	Approved Items 1-3
<b>AUDIT ITEMS</b>		
3.	Audit of District financial statements for fiscal year ended September 30, 2018, including report from McCall Gibson Swedlund Barfoot PLLC, approval of client representation letter and audit report, and authorizing filing of audit report;	Approved
<b>CONSENT ITEMS</b> <i>(These items may be approved collectively or individually. Any of these items may be pulled for discussion upon the request of any Board member.)</i>		
4.	Minutes of December 19, 2018 Board meeting;	Approved

<b>SECURITY</b>		
5.	District security, including:	Informational
	(a) Monthly report from Williamson County Sheriff's Office;	Informational
	(b) Report from Security Subcommittee;	Informational
<b>OPERATIONS, UTILITIES AND MAINTENANCE</b>		
6.	District operations, including:	Informational
	(a) Report from and directives to Crossroads Utility Services, LLC;	Informational
	(b) System maintenance and repairs;	Informational
	(c) Write-offs;	Approved
	(d) Annual review of Identity Theft Prevention Program, including:	Informational
	(1) Report from operator on administration of and compliance with Identity Theft Prevention Program;	Informational
	(2) Resolution Confirming Annual Review of Identify Theft Prevention Program;	Approved
	(e) Extension of time to pay for customers affected by government shutdown;	Informational
	(f) District post office box and related issues, including late payments and penalties;	Informational
<b>FINANCIAL</b>		
7.	Bookkeeping matters, including:	Informational
	(a) Report from Financial Subcommittee;	Informational
	(b) Report from and directives to Municipal Accounts & Consulting, L.P.;	Informational
	(c) Payment of bills and invoices;	Approved
	(d) Fund transfers;	Approved
	(e) Investments;	Approved
	(f) Delinquent Tax Roll (Director Roberts);	Informational
	(g) Computer fraud insurance;	No Action Taken
<b>GENERAL MANAGEMENT, FACILITIES AND MAINTENANCE</b>		
8.	General management, including:	Informational
	(a) Report from and directives to Pinnacle Texas Management Services;	Informational
	(b) Schedule of maintenance expenses;	Informational
	(c) Requests for use of facilities;	Informational
9.	Walker House, including maintenance and repairs, including:	Informational

	(a) Proposal(s) for repair of wood rot;	Approved
10.	Property maintenance, repairs and replacements, including:	Informational
	(a) Report from Maintenance and Engineering Subcommittee on current projects;	Informational
11.	Solid waste report from Texas Disposal Systems, Inc.;	Informational
12.	Cedar Park Fire Department “calls for service” log;	Informational
<b>LANDSCAPING</b>		
13.	Landscape maintenance, including:	Informational
	(a) Report from Parks Subcommittee;	Informational
	(b) Report from and directives to Priority Landscapes, LLC;	Informational
	(c) Proposal for replacement of backstop board at Luther Chance Field (Estimate #2063);	Approved
	(d) Proposal for installation of decomposed granite on wet and muddy areas of trails in Tumlinson Park (Estimate #2064);	No Action Taken
	(e) Proposal for installation of decomposed granite on wet and muddy areas of trails in Comanche Park (Estimate #2065);	No Action Taken
	(f) Proposal for installation of decomposed granite on wet and muddy areas of trails in Tonkawa Park (Estimate #2066);	No Action Taken
	(g) Proposal for installation of decomposed granite on wet and muddy areas of trails in Tumlinson Park, Comanche Park and Tonkawa Park (combined estimate) (Estimate #2067);	No Action Taken
	(h) Proposal for transplanting trees and installing new trees in Tonkawa Park (Estimate #2068);	Approved
	(i) Proposal for clean-out of inlets, outlets and creek (Estimate #2072);	Approved
	(j) Proposal for installation of limestone edge along sidewalk and around “Lookout Tree” (Estimate #2073);	Approved
	(k) Trail maintenance (Director Roberts);	Informational
<b>POOLS</b>		
14.	Pool operations, repairs and management, including:	Informational
	(a) Report from Pools Subcommittee;	Informational
	(b) Report from and directives to Lifeguard 4 Hire, L.L.C.;	Informational
<b>STORM WATER SYSTEM AND CREEK MAINTENANCE</b>		
15.	Report from Water/Environmental Subcommittee;	Informational
16.	Storm Water Management Program (SWMP) under TPDES General Permit TXR040000, including:	Informational
	(a) Permit Year 5 Inspection Report;	Informational

17.	Use of youth group(s) for cleanup of Apache Channel;	No Action Taken
<b>ENGINEERING / DEVELOPMENT</b>		
18.	Engineering matters, including report from and directives to Gray Engineering, Inc.;	Informational
<b>PARKS AND NATURE TRAILS</b>		
19.	District parks and facilities, including:	Informational
	(a) Report from Community Garden Subcommittee;	Informational
20.	Scout items;	Informational
<b>RESTRICTIVE COVENANT ENFORCEMENT, WATER RESTRICTIONS AND DROUGHT MANAGEMENT</b>		
21.	Restrictive covenant enforcement, including:	Informational
	(a) Status of Restrictive Covenant Subcommittee;	Informational
	(b) Pending and contemplated litigation, including:	Informational
	(1) 15361 English River Loop;	Approved
	(2) 606 Gabriel Mills Drive;	Approved
	(3) 16901 Black Kettle Drive;	Approved
22.	Drought management and water use restrictions, including:	Informational
	(a) Violation monitoring;	Informational
	(b) Watering restrictions;	Informational
23.	Report from and directives to Pinnacle Texas Management, LLC regarding restrictive covenant enforcement and water use restrictions violation monitoring;	Informational
<b>COMMUNICATIONS / MEDIA / WEBSITE</b>		
24.	Newsletter, water bill inserts, website and District-wide calendar, including:	Informational
	(a) Report from Communications Subcommittee;	Informational
	(b) Report from and directives to Pinnacle Texas Management, LLC;	Informational
<b>LEGAL</b>		
25.	Report from and directives to Armbrust & Brown, PLLC, including:	Informational
	(a) Possible action regarding reported encroachment and dumping on greenbelt;	No Action Taken
26.	Review of Code of Ethics and Financial Investment Policies, including Resolution Confirming Annual Review of Code of Ethics, Travel, and Professional Services Policy and Financial Investment Policy and Adopting Amended List of Qualified Brokers;	Approved

27.	Review of Written Procedures for Post Bond Issuance Federal Tax Compliance, including Resolution Confirming Annual Review;	Approved
<b>OTHER DISCUSSION / ACTION ITEMS</b>		
28.	Subcommittees, including scheduling related work session;	No Action Taken
29.	Consultant evaluations, including Pinnacle Texas Management (Director Bennett);	Informational
30.	Report from ad hoc subcommittee regarding fire protection service options;	Informational
31.	Review of directives;	Informational
32.	Review of Meeting Notes;	Informational
33.	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 (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.

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Attorney for the District

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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.