

BLOCK HOUSE MUNICIPAL UTILITY DISTRICT

May 22, 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, May 22, 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>
GENERAL	
1. Citizens' communications;	Informational
2. BHC Owners Association;	Informational
CONSENT ITEMS <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>	
3. Minutes of April 24, 2019 and May 1, 2019 Board meetings;	Decision
SECURITY	
4. District security, including:	Informational
(a) Monthly report from Williamson County Sheriff's Office;	Informational
(b) Report from Security Subcommittee and related action;	Informational

GENERAL MANAGEMENT, FACILITIES AND MAINTENANCE		
5.	General management and management transition, 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, including:	Informational
(1)	Request for waiver of fees from Girl Scouts Starlight Service Unit for use of Pavilion on June 1, 2019 for end of year bridging ceremony;	Decision
(d)	Proposal from T.F. Harper & Associates LP for recoating of playscape in Apache Park (Quote #042319-05TB);	Decision
(e)	July 4 th fireworks;	Decision
(f)	Quote from Travelers Casualty and Surety Company of America for Commercial Crime insurance coverage;	Decision
(g)	Management services transition, including report from Crossroads Utility Services, LLC and Management Transition Subcommittee;	Informational
(1)	Secretary's Certificate and Resolutions Regarding Manager's Account;	Decision
(2)	Resolution Adopting Amended and Restated Credit Card Use Policy;	Decision
OPERATIONS, UTILITIES AND MAINTENANCE		
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;	Decision
(d)	Credit/debit card and electronic utility bill payment processing services, including:	Informational
(1)	Merchant Processing Application and Merchant Services Program Terms and Conditions with Bluefin Payment Systems, LLC;	Decision
(2)	Addendum to Card Services Agreement by and Among Block House Municipal Utility District of Williamson County, Texas; Bluefin Payment Systems LLC; and Wells Fargo Bank USA, N.A.;	Decision
(3)	Service Agreement with T Tech, LLC;	Decision
(4)	Addendum to Service Agreement by and Between Block House Municipal Utility District of Williamson County, Texas and T-Tech, LLC;	Decision

(5)	Termination of agreements with Pace Payment Systems, Inc., Global Payments Direct, Inc., Wells Fargo, N.A., AVR, Inc., and T-Tech, Inc.;	Decision
(6)	Application for Service with Vanco Payment Solutions, LLC;	Decision
(7)	Addendum to Application for Service with Vanco Payment Solutions, LLC;	Decision
(e)	Amendment to Order Establishing Water and Wastewater Service Rates, Charges, Tap Fees and Park Fees, and Adopting General Policies with Respect to the District's Water, Wastewater and Drainage Systems (to change delinquent security deposit maximum amounts);	Decision
FINANCIAL		
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;	Decision
(d)	Fund transfers;	Decision
(e)	Investments;	Decision
FACILITIES AND MAINTENANCE		
8.	Walker House, including maintenance and repairs;	Informational
9.	Property maintenance, repairs and replacements, including:	Informational
(a)	Report from Maintenance and Engineering Subcommittee on current projects, including:	Informational
(1)	Purchase and installation of mini-split air conditioning unit in Tumlinson Pool pump room, including recommendation of unit and authorization to use District credit card;	Decision
(2)	Perimeter fence;	Informational
(3)	Update regarding Tumlinson Pool backwash water;	Informational
10.	Solid waste services, including:	Informational
(a)	Report from Texas Disposal Systems, Inc.;	Informational
(b)	Report from Solid Waste Subcommittee regarding proposed survey of District residents about quarterly clean-up days and curbside bulk trash pickup;	Informational
11.	Cedar Park Fire Department "calls for service" log;	Informational
LANDSCAPING		
12.	Landscape maintenance, including:	Informational
(a)	Report from Parks Subcommittee;	Informational

(b)	Report from and directives to Priority Landscapes, LLC;	Informational
(c)	Proposal for modification of drain outlet north of Walker House and south of pool fence (Estimate #3103);	Decision
(d)	Proposal for Tumlinson Park drainage improvements (Estimate #3104);	Decision
(e)	Proposal for replacement of Crape Myrtles at entryway monument, along Block House Drive and at flag pole in Comanche Park (Estimate #3105);	Decision
(f)	Proposal for replacement of Trees 811, 817 and 818 (Estimate #3106);	Decision
(g)	Proposal for addition of soil to rotting tree stumps in Tumlinson Park (Estimate #3107);	Decision
POOLS		
13.	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
(c)	Tumlinson Pool slide inspection;	Informational
STORM WATER SYSTEM AND CREEK MAINTENANCE		
14.	Report from Water/Environmental Subcommittee;	Informational
15.	Storm Water Management Program (SWMP) under TPDES General Permit TXR040000;	Informational
16.	Creek clean-up, including:	Informational
(a)	Update on Trails Access Projects 1-19, 2-19 and 3-19;	Informational
ENGINEERING / DEVELOPMENT		
17.	Engineering matters, including report from and directives to Gray Engineering, Inc.;	Informational
PARKS AND NATURE TRAILS		
18.	District parks and facilities, including:	Informational
(a)	Report from Community Garden Subcommittee;	Informational
19.	Scout items;	Informational
20.	Long range planning, including five-year plan/Director priorities;	Informational
21.	Proposed park improvements, including:	Informational
(a)	Right of Way Beautification Project;	Informational
(b)	Other park amenities and improvements, including playground, court fencing and Luther Chance Practice Field perimeter fence;	Informational

22.	Projected park costs and financing options, including possible bond election and use of bond funds;	Informational
23.	Review schedule of events, including election schedule;	Informational
24.	Park improvement/bond steering committee, including appointment of committee members;	Decision
RESTRICTIVE COVENANT ENFORCEMENT, WATER RESTRICTIONS AND DROUGHT MANAGEMENT		
25.	Restrictive covenant enforcement, including:	Informational
	(a) 612 Kathleen Lane;	Informational
	(b) Pending and contemplated litigation, including:	Informational
	(1) 15361 English River Loop;	Informational
	(2) 606 Gabriel Mills Drive;	Informational
	(3) 16901 Black Kettle Drive;	Informational
26.	Drought management and water use restrictions, including:	Informational
	(a) Violation monitoring;	Informational
	(b) Watering restrictions;	Informational
27.	Report from and directives to Pinnacle Texas Management, LLC regarding restrictive covenant enforcement and water use restrictions violation monitoring;	Informational
COMMUNICATIONS / MEDIA / WEBSITE		
28.	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
LEGAL		
29.	Report from and directives to Armbrust & Brown, PLLC;	Informational
30.	RecDesk security protocols;	Informational
OTHER DISCUSSION / ACTION ITEMS		
31.	Subcommittee membership composition/assignments (directive from February 27, 2019 meeting);	Decision
32.	Schedule for consultant evaluations (Director Logan);	Decision
33.	Miscellaneous and Board/Subcommittee directives;	Informational
34.	Review of Meeting Notes;	Informational
35.	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.



Ann Brown Littlefield

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.