**REGULAR MEETING**

 **AGENDA**

NOTICE IS HEREBY GIVEN that the Board of Directors of Quail Creek Municipal Utility District will meet in a regular meeting on Tuesday, February 13, 2024, at 6:00 P.M. at 515 Chukar Drive, Victoria, TX 77901

Notice is hereby given that the Board of Directors of the Quail Creek Municipal Utility District **may discuss, consider, and take all necessary action, including expenditure of funds**, regarding each of the agenda items below:

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES
3. FLOOR ITEMS
4. DISCUSS AND POSSIBLE ACTION ON HOW THE HOA CAN ACQUIRE UNUSED BROKEN MOWERS FROM THE MUD – Yvette Alexander
5. DISCUSS AND POSSIBLE ACTION ON ENGINEERING PLANS FOR SEWER LINE REPAIR WORK – Matt Glaze – Urban Engineering
6. DISCUSS AND POSSIBLE ACTION ON ORDERING ELECTION SET FOR MAY 7, 2024
7. DISCUSS AND POSSIBLE ACTION ON SETTING A TIME LIMIT FOR PUBLIC TO SPEAK DURING FLOOR ITEMS
8. DISCUSS AND POSSIBLE ACTION ON COVID-19 UPDATES FOR OFFICE, EMPLOYEES, AND BOARD ROOM RENTALS
9. FINANCIALS
10. DISCUSS AND POSSIBLE ACTION ON PURSUING LEGAL ACTION ON RICHARD ARMSTRONG (121 WOOD DUCK COURT) FOR THEFT OF SERVICES
11. DISTRICT STATUS
12. DISCUSS AND POSSIBLE ACTION ON EMPLOYEES
13. ADJOURN

At any time during the meeting or work session and in **compliance** with the Texas Open Meetings Act, Chapter 551, Government Code, Vernon’s Texas Codes, Annotated, the Quail Creek Municipal Utility District Board may meet in executive session on any of the above agenda items or other lawful items for consultation concerning:

* Consultation with an attorney
* Deliberation regarding real property
* Personnel matters
* Deliberation regarding security devices or security audits

Therefore, this notice is posted on the 8th day of February 2024, by the undersigned, here unto duly authorized.

QUAIL CREEK MUNICIPAL UTILITY DISTRICT

By

**Quail Creek Municipal Utility District**

**REGULAR MEETING**

**MINUTES**

**MEETING MINUTES**

A regular meeting of the Quail Creek Municipal Utility District Board of Directors was held on Tuesday, February 13, 2024, at 6:00 p.m. at 515 Chukar Drive, Victoria, Texas.

**CALL TO ORDER**

The meeting was called to order by Richard Reyes at 6:02 p.m., established quorum was present and welcomed everyone.

**APPROVAL OF THE MINUTES**

A motion was made by Bobby Shafer to accept the minutes from the January 9, 2024, meeting with the correction of $47,000 to $42,500 for engineer’s fee. The motion was seconded by Rodgers Weppler. The motion passed and carried.

**DIRECTORS PRESENT**

Richard Reyes, Bobby Shafer, Paul Miller, Alvin Dlouhy and Rodgers Weppler

**AUDIENCE PRESENT**

Daniel O. Jimenez – District Manager, Pat Reyes – Office Manager, Connie Barker – Billing Clerk and Yvette Alexander - Resident

**FLOOR ITEMS**

None.

**DISCUSS AND POSSIBLE ACTION ON HOW THE HOA CAN ACQUIRE ONE OF THE UNUSED MOWERS FROM THE MUD**

Richard Reyes said that we need two working mowers and one for backup. The MUD had a total of five, so that would leave two remaining. Daniel Jimenez said that the attorney, Clay Cain, said the mowers could not be donated. Equipment would have to go to a public auction and compared it to the way the County conducts their auctions. Richard apologized to Yvette. Yvette Alexander said that she would like to see a binder, with a history of oil changes, etc., kept on each piece of equipment. Richard said Jim Maib used to do it that way. Alvin said that the Fire Department changes the oil on their mowers once per year. Daniel said that the oil changes were done in shop. Daniel explained that the mowers that are not in use were worn out, and that new mowers were purchased. Richard said the key to it all is how well the motors were taken care of. Bobby Shafer said that he isn’t interested in putting any time or money into them. Rodgers Weppler agreed. Richard said that eventually there will be more than just one employee to cut the grass. Richard said we need to lean more towards fixing things instead of just replacing them. Alvin Dlouhy said he would like to see a report on what the cost would be to fix the mowers. Richard told Daniel to obtain this information for next month’s meeting.

**DISCUSS AND POSSIBLE ACTION ON ENGINEERING PLANS FOR SEWER LINE REPAIR WORK**

Pat said that Matt Glaze with Urban Engineering emailed and said the surveying should begin next week.

**DISCUSS AND POSSIBLE ACTION ON ORDERING ELECTION SET FOR MAY 7, 2024**

A motion was made by Rodgers Weppler to order May 2024 election for two places on the Board. The motion was seconded by Paul Miller. The motion passed and carried.

**DISCUSS AND POSSIBLE ACTION ON SETTING A TIME LIMIT FOR PUBLIC TO SPEAK DURING FLOOR ITEMS**

A motion was made by Rodgers Weppler to limit the amount of time a person who is not on the agenda to five minutes. The motion was seconded by Bobby Shafer. The motion passed and carried.

**DISCUSS AND POSSIBLE ACTION ON COVID-19 UPDATES FOR THE OFFICE, EMPLOYEES, AND BOARD ROOM RENTALS**

The Board said to keep everything the same.

**FINANCIALS**

Financial reports were given to the Board. Richard Reyes asked Pat if Mrs. DeLeon had submitted an invoice. Pat said she had not but that she would reach out to her again. Richard said to tell her that we need to close the books. A motion was made by Bobby Shafer to accept amendments as presented. The motion was seconded by Rodgers Weppler. The motion passed and carried.

**DISCUSS AND POSSIBLE ACTION ON LEGAL ACTION ON RICHARD ARMSTRONG (121 WOOD DUCK COURT) FOR THEFT OF SERVICES**

Daniel Jimenez said that Richard Armstrong’s account, at 121 Wood Duck Court, had been disconnected for non-payment. Daniel has made two reports with the sheriff’s office on Mr. Armstron for tampering with the water meter and for theft of service. Patricia Reyes said that the amount owed stays with the property address. Richard Reyes said to go through the process and file charges against Mr. Armstrong. A motion was made by Rodgers Weppler to proceed with the legal action needed to file charges on Mr. Armstrong. The motion was seconded by Alvin Dlouhy. The motion passed and carried.

**DISTRICT STATUS**

Richard said that someone complained to him about rusty water and Tommy took care of it over the weekend. He told Daniel to keep an eye on the sludge. Daniel told him that Horizon Environmental did the work in July 2023. Stephanie from their office called Daniel and said that they had not received the check for the work they had completed. Pat issued a stop payment on the check, due to it being such a large amount. The check has been re-issued.

**EMPLOYEES**

None

**ADJOURN**

A motion was made by Paul Miller to adjourn the meeting at 7:09 pm. It was seconded by Bobby Shafer. The motion passed and carried. The next regular board meeting will be on Tuesday, March 12, 2024, at 6:00 pm.

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Richard Reyes, Board President