

TO: THE BOARD OF DIRECTORS OF LAKE DUNLAP WATER CONTROL AND IMPROVEMENT DISTRICT, TEXAS, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Lake Dunlap Water Control and Improvement District will hold a special meeting on December 21, 2021 at 5:00 p.m. within the boundaries of the District, at Marriott New Braunfels River Village, 750 I-35 North, New Braunfels, Texas 78130.

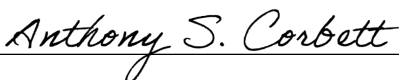
**Meeting Packet:**

A copy of the meeting packet shall be available at the following website: <https://lakedunlap.org>

**Meeting Topics:**

The meeting will be held for the following purposes:

1. Receive Public Comments.
2. Consider and take action regarding approval of the minutes from the September 21, 2021 Board of Directors' meetings.
3. Consider and take action relating to Funding and Construction of Improvements to the Lake Dunlap Dam Facilities:
  - a. Receive Report regarding status of construction by Guadalupe-Blanco River Authority ("GBRA") for construction of Improvements to the Lake Dunlap Dam Facilities;
  - b. Receive Report regarding status of litigation relating to GBRA award of contract for construction of improvements to Lake Dunlap Dam Facilities;
  - c. Receive Report regarding hydroelectric revenues; and
  - d. Other matters related thereto.
4. Discussion and possible action relating to posting District signs.
5. Discussion relating to May 7, 2022 Director Election.
6. Consider and take action regarding potential communications to District residents and property owners.
7. Consider and take action regarding annual review and approval of Investment Policy and Investment Strategies.
8. Consider and take action regarding Approval of the Bookkeepers Report and Payment of Bills and Invoices.

  
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The Board of Directors may go into Executive Session if necessary, pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the above matters. No final action, decision or vote will be taken on any subject or matter in Executive Session.

The 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 512-328-2008 for further information.

Tuesday, September 21, 2021

COUNTIES OF GUADALUPE AND COMAL §

The Board of Directors of Lake Dunlap Water Control and Improvement District (the “District”) conducted a regular meeting, open to the public, on Tuesday, September 21, 2021 at 5:00 p.m. Notices of the time, place and the subject of the meeting, and the actions to be taken at the meeting, were posted at the places and for the time required by the laws of the State of Texas. The meeting was conducted within the boundaries of the District at the Marriott New Braunfels River Village, 750 I-35 North, New Braunfels, Texas 78130.

The roll was called of the directors of the Board, to-wit:

Douglas Harrison-	President
J Raymond Harmon-	Vice President
Laurence Johnson-	Secretary
Vernon Gary Schaub-	Treasurer
Harry Alvin Moeller-	Assistant Secretary

and all of said persons were present except J. Harmon, thus constituting a quorum. Anthony Corbett of McLean Howard, LLP (District legal counsel) and Allen Douthitt of Bott & Douthitt, PLLC (District Bookkeeper) participated by telephone conference.

Director Harrison called the meeting to order at 5:00 p.m.

4. The Board then considered adoption of a final budget for Fiscal Year 2022. Mr. Douthitt presented the budget. After discussion, Director Schaub moved that the Board adopt the Resolution Approving Budget for Fiscal Year 2022 as presented. Director Johnson seconded the

motion, which carried unanimously (4-0). A copy of the Resolution and approved budget are attached to these meeting minutes.

5. The Board then considered the adoption of final tax rates for tax year 2021. Director Schaub recommended that the Board adopt a final contract tax rate of \$0.10 per \$100 assessed valuation, and a final maintenance and operations tax rate of \$0.10 per \$100 assessed valuation, for tax year 2021. After discussion, Director Schaub moved that the Board adopt the Order levying a final contract tax rate of \$0.10 per \$100 assessed valuation, and a final maintenance tax rate of \$0.10 per \$100 assessed valuation, for tax year 2021. Director Johnson seconded the motion, which carried unanimously (4-0). A copy of the Order adopted by the Board of Directors is attached to these meeting minutes. Mr. Corbett stated that his office would provide a copy of the adopted Order to Guadalupe County and Comal County for tax collection purposes.

6. Mr. Corbett then presented an Amendment to District Information Form. He explained that the amendment was required to update the District's tax information. After discussion, Director Johnson moved that the Board adopt the Amendment to District Information Form as presented. Director Moeller seconded the motion, which carried unanimously (4-0). A copy of the Amendment to District Information Form is attached to these meeting minutes.

7. Allen Douthitt presented the Bookkeepers Report to the Board of Directors. After discussion, Director Harrison moved that the Board approve the Bookkeepers Report and the payment of the invoice from Maxwebs for website services. Director Schaub seconded the motion, which carried unanimously (4-0). The Board also provided direction to Mr. Douthitt to file the District's Annual Financial Report with the Texas Commission on Environmental Quality.

8. The Board considered matters relating to the funding and construction of improvements to the Lake Dunlap Dam. Director Moeller provided a report to the Board regarding the status of construction. The Board took no action regarding the matter.

9. The Board then discussed the District's internet website and potential communications to District residents. The Board unanimously concurred that the Communications Committee should post the budget resolution, tax order, meeting minutes and Amendment to District Information Form on the website.

10. By unanimous acclamation, the Board adjourned the meeting at 5:42 p.m.

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(SEAL)

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Secretary, Board of Directors

# Texas Natural Resource Conservation Commission

## INTEROFFICE MEMORANDUM

**To:** Robert Cummins, PE  
Leader, District Applications Team  
Water Supply Division

**Date:** November 29, 2001

**Thru:** Diego Abrego, CPA  
Leader, Utility & District Oversight Team  
Water Supply Division

**From:** Susan Walton, Utility & District Oversight Team

**Subject:** Texas Water Code §49.451—District Sign Specifications

According to Bubba Needham at the Texas Department of Transportation (TxDOT), the current sign specifications applicable to districts [SMD(1-4)-98] can be downloaded from the Web at:

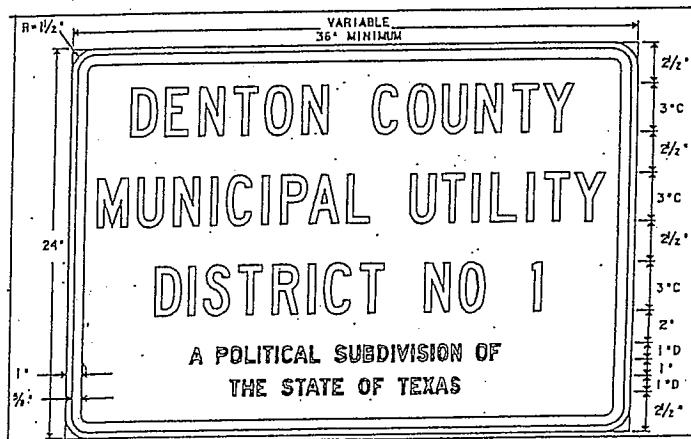
<http://www.dot.state.tx.us/insdtdot/orgchart/cmd/cserve/standard/toc.htm>

or by going directly to:

<ftp://ftp.dot.state.tx.us/pub/txdot-info/cmd/cserve/standard/traffic/smdl.pdf>

Mr. Needham reminds districts that the sign is to be mounted off of the State's Right-of-Way (ROW). Prior to sign installation, the district must coordinate the placement of its sign through the local TxDOT maintenance section supervisor to gain TxDOT approval for the sign's location and placement.

While the sign must be mounted according to TxDOT regulations, see the picture below for the TNRCC's recommended sign size and language.



Attachment: SMD(1-4)-98

### Texas Water Code §49.451 Posting Signs in the District

- (a) A district subject to the notice requirements of §49.452 shall, within 30 days after . . . the creation of the district, post signs indicating the existence of the district at two principal entrances to the district.
- (b) The size and exact location of the information contained on the signs shall be determined by the executive director.

# District Signs

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## Applicable Statutes

### **Texas Water Code Section 49.451. Posting Signs in the District**

(a) A district subject to the notice requirements of Section 49.452 shall, within 30 days after the effective date of this section or the creation of the district(*emphasis added*), post signs indicating the existence of the district at two principal entrances to the district.

(b) The size and exact location of the information contained on the signs shall be determined by the executive director.

Added by Acts 1995, 74th Leg., ch. 715, § 2, eff. Sept. 1, 1995.

### **Transportation Code Section 441.053. Application of Law Following Adoption of Road Utility District Powers**

This chapter and commission rules applicable to a road utility district apply to a conservation and reclamation district adopting road utility district powers, except that if this chapter conflicts with the Water Code or other general law applicable to the conservation and reclamation district, that code or other law prevails (*emphasis added*).

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

### **Transportation Code Section 257.004. Road District Signs**

(a) A road district to which this chapter applies shall post signs indicating the existence of the district at two or more principal entrances to the district so that they are readable by traffic entering the district. The signs must be posted not later than the 60th day after the date the district is established and must be maintained as long as the district exists.

(b) Consistent with state and local rules governing signs, the signs must be permanent and contain the name of the district in at least three-inch letters. The signs may contain other information as determined by the commissioners court.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

### **Transportation Code Section 544.001. Adoption of Sign Manual for State Highways**

The Texas Transportation Commission shall adopt a manual and specifications for a uniform system of traffic-control devices consistent with this chapter that correlates with and to the extent possible conforms to the system approved by the American Association of State Highway and Transportation Officials.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

## TxDOT Sign Guidelines

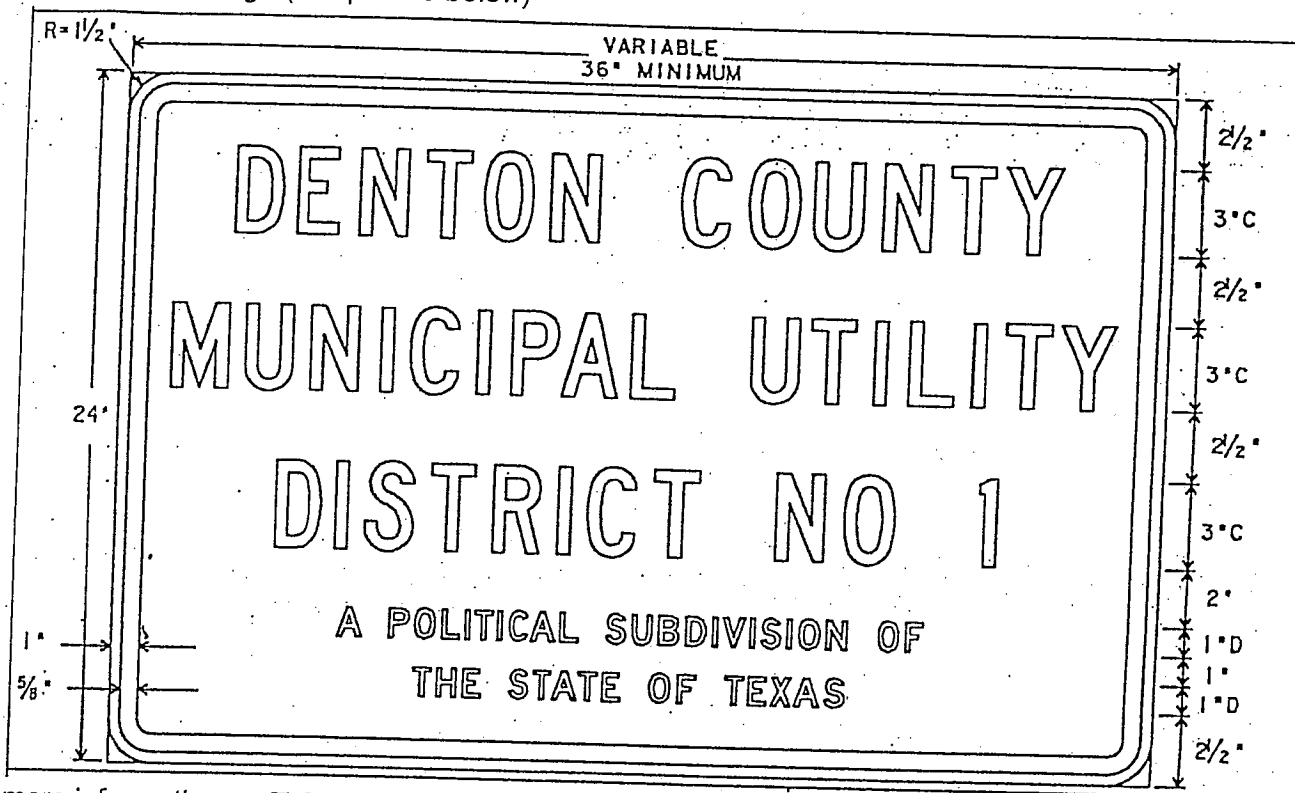
According to TxDOT's Traffic Operations Manual—Signs and Markings Volume, the guidelines are:

- (1) Signs should be installed off the right-of-way, if possible. Signs may be installed on the ROW but located near the fence line mounted parallel to the direction of traffic on the highway.
- (2) If the sign is mounted on the ROW, the sign mounts must conform to current TxDOT specifications.
- (3) Sign locations must be approved by the TxDOT district office so as to not interfere with routine TxDOT maintenance operations.

**COLORS:** A District's sign background is white reflective and the border and legend are black.

## TCEQ Notes

Language/Size of Sign (see picture below)



For more information on TxDOT's standards, go to:

<ftp://ftp.dot.state.tx.us/pub/txdot-info/cmd/cserve/standard/traffic/smd2002.pdf>

<http://www.dot.state.tx.us/insdtdot/orgchart/cmd/cserve/standard/toc.htm>



## May 7, 2022 Election Calendar

Date	Event
Dec. 20.	Deadline to file notice of application for a place on the ballot
Jan. 11	First day to file application for place on ballot.
Feb 18	Last day for ordering a General or Special Election.
Feb 18	Last day to file for a place on the ballot for a General Election.
Feb 22	Last day to file Declaration of WRITE-IN candidacy.
April 7	Last day to register to vote
April 25	First day of early voting by personal appearance
April 26	Last day to apply for a ballot by mail
May 3	Last day of early voting by personal appearance
May 7	Election Day
May 15	First day to canvass election returns
May 21	Last day to canvass election returns

THE STATE OF TEXAS                                                 §  
COUNTIES OF COMAL AND GUADALUPE                         §

Section 3. The President or Vice President or the Secretary or Assistant Secretary is authorized to do all things necessary and proper to evidence the Board's adoption of this Order and to carry out the intent hereof. Upon execution, a permanent copy of this Order shall be filed in the permanent records of the District.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

(SEAL)

# **LAKE DUNLAP WATER CONTROL AND IMPROVEMENT DISTRICT**

## **INVESTMENT POLICY AND INVESTMENT STRATEGIES**

### **I. STATUTORY AUTHORITY**

1.01 Statutory Authority. This Policy has been adopted pursuant to, and in accordance with the requirements of, Chapter 2256 of the Texas Government Code (the Public Funds Investment Act) and Chapter 2257 of the Texas Government Code (the Public Funds Collateral Act).

### **II. SCOPE**

2.01 Scope. This Policy applies to the investment of all funds of Lake Dunlap Water Control and Improvement District (the “District”) and funds under its control. The Board of the District shall review this Investment Policy and the investment strategies set forth herein not less than annually and shall make any changes thereto as determined by the Board of the District to be necessary and prudent for the management of District funds. Not less than annually, the Board shall adopt a written order or resolution stating that it has reviewed the Investment Policy and investment strategies and setting forth any changes made thereto.

### **III. OBJECTIVES**

3.01 Investment Objectives. Investment of funds shall be governed by the following investment objectives, in order of priority:

1. Preservation and safety of principal- The foremost objective of the District’s Investment Policy is to assure safety of the invested funds. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital while minimizing credit rate and interest rate risk. Investment for speculation is prohibited.

2. Liquidity- Funds will be invested with maturities necessary to maintain sufficient liquidity to provide adequate and timely working funds.

3. Yield- Return on investment is of least importance compared to the safety and liquidity objectives described above.

#### IV. INVESTMENT PARAMETERS

4.01. Investment Strategies. The District's overall investment strategy shall be to purchase high credit quality investments that preserve the safety of capital, maximize liquidity, promote diversification, and provide reasonable market yield (in that order of priority), based on the District's anticipated cash flows and the maintenance of a liquidity buffer for unanticipated liabilities. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high credit quality investments and high-grade money market instruments are designed to assure the marketability of those investments should liquidity needs arise. Detailed strategies by fund type are set forth in Exhibit "A" of this Policy. The Board of the District shall review annually the investment strategies and shall make any changes thereto as determined by the Board to be necessary and prudent for the management of the District's funds.

4.02 Maximum Maturities. The District will match its investments with anticipated cash flow requirements. To match anticipated cash flow requirements, the maximum weighted average maturity of the overall portfolio shall not exceed 365 days and a benchmark of the six-month and one-year Treasury Bills shall be used to measure risk in the portfolio. Unless matched to a specific cash flow requirement, the District will not directly invest in securities maturing more than 24 months from the date of purchase.

4.03 Diversification. The District may diversify its portfolio to reduce risk.

4.04. Competitive Bidding Requirement. All securities, including certificates of deposit, will be purchased or sold after three (3) offers/bids are taken to verify that the District is receiving fair market value/price for the investment. Bids for certificates of deposit may be solicited orally, in writing, electronically, or any combination of these methods.

4.05. Delivery versus Payment. All security transactions entered into by the District shall be conducted on a delivery versus payment (DVP) basis. Securities will be held by a third party custodian designated by the Investment Officers and evidenced by safekeeping receipts.

4.06 Rating Declines or Loss of Rating. The Investment Officer(s) shall monitor the credit rating on all authorized investments in the District's portfolio based on independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by this Policy (i.e. Public Funds Investment Act), the Investment Officers shall immediately solicit bids for and sell the security if possible, regardless of a loss of principal.

4.07 Electronic Wire Transfers. The Investment Officers may use electronic means to transfer or invest funds collected or controlled by the District. Electronic transfers shall only be made between District accounts and in the name of the District, unless otherwise authorized in writing by the Board of the District.

#### V. DELEGATION OF INVESTMENT AUTHORITY

5.01 Appointment of Investment Officers. The Secretary of the Board of Directors, and any professional bookkeeper retained by the District whose contract provides for investment services, are hereby appointed the Investment Officers of the District for so long as they serve in such capacities. The Investment Officers shall be responsible for the investment of District funds in accordance with this Investment Policy. If the Board has contracted with another investing entity to invest the District's funds, as authorized by the Public Funds Investment Act, the Investment Officer of the other investing entity is considered to be the Investment Officer of the District for such purposes. The authority hereby granted to the Investment Officers to invest the District's funds is effective until rescinded by the Board, or in the case of a bookkeeper, termination of the bookkeeping contract with the District.

5.02 Investment Training. The Investment Officers shall attend at least one investment training session from an independent source and containing at least six hours of instruction relating to investment responsibilities within 12 months after taking office or assuming duties. The Investment Officers shall also attend an investment training session within each two-year period after the first year and receive not less than four hours of instruction relating to investment responsibilities from an independent source. Training must include education on investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act.

5.04 Prudence. The standard of care to be used by the Investment Officers shall be prudent person standard, and shall be applied in the context of managing the overall portfolio. This standard states that the person designated as the Investment Officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall take into consideration (i) the investment of all funds over which the Investment Officer has responsibility rather than consideration as to the prudence of a single investment, and (ii) whether the investment decision was consistent with this Investment Policy.

5.05 Ethics. Officers and employees involved in the investment of District funds shall refrain from personal activity that could conflict with the proper execution and management of the District's investment program. Employees and investment officials shall disclose, in writing, any material interests, including personal business relationships, with any financial institution with which it is proposed that the District conduct business. For purposes of District investments, employees or investment officials have a personal business relationship with a business organization if:

- (i) the individual owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- (ii) funds received by the individual from the business organization exceed 10 percent of the individual's gross income for the previous year; or
- (iii) the individual has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the individual.

5.06 Limitation of Personal Liability. Authorized representatives of the District who invest the District's funds in accordance with this Policy shall have no personal liability for any individual security's credit risk or market price changes provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

## VI. INVESTMENT REPORTS

6.01 Internal Management Reports. The Investment Officers shall prepare and submit not less than quarterly to the Board of Directors of the District written reports of investment transactions for all funds of the District for the preceding reporting period. The quarterly reports shall comply with the requirements of Section 2256.023 of the Public Funds Investment Act. Specifically, the quarterly report shall:

- (i) Describe in detail the investment position of the District;
- (ii) Be prepared jointly by all Investment Officers;
- (iii) Be signed by each Investment Officer;
- (iv) Contain a summary statement of each pooled fund group that states the:
  - (A) beginning market value for the reporting period;
  - (B) ending market value for the period;
  - (C) fully accrued interest for the reporting period;
  - (D) state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
  - (E) state the maturity date of each separately invested asset that has a maturity date;
  - (F) state the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and
  - (G) state the compliance of the investment portfolio of the District as it relates to: (i) the investment strategy expressed in this Policy; and (ii) relevant provisions of the Public Funds Investment Act.

## VII. COLLATERAL, SAFEKEEPING, AND CUSTODY REQUIREMENTS

7.01 Collateral Policy. Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the District to require full collateralization of all District funds on deposit with a depository bank and for repurchase agreements. In order to anticipate market changes and

provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments, less an amount insured by the FDIC. At its discretion, the District may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with which the District has a current custodial agreement. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the District and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

7.02 Authorized Collateral for Time and Demand Deposits. The District shall accept only the following securities as collateral for time and demand deposits:

- (i) FDIC insurance coverage;
- (ii) Obligations of the United States, its agencies or instrumentalities, or other evidence of indebtedness of the United States guaranteed as to principal and interest; and
- (iii) Obligations of Texas or other states or of a county, city or other political subdivision of a state having been rated as not less than “A” or its equivalent by two nationally recognized rating agencies.

7.03 Authorized Collateral for Repurchase Agreements. The District shall accept as collateral for repurchase agreements only obligations of the United States, its agencies or instrumentalities.

## VIII. AUTHORIZED INVESTMENTS

8.01 Authorized Investments. The following are authorized investments for the District’s funds, as further described and restricted by the Public Funds Investment Act:

- A. Obligations of, or guaranteed by, the United States. Obligations of the United States, its agencies and instrumentalities, excluding mortgage backed securities, and that are authorized investments under Section 2256.009 of the Public Funds Investment Act.
- B. State Obligations. Obligations of the State of Texas or any state of the United States or their respective agencies and instrumentalities, agencies, counties, cities, and other political subdivisions rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent, and that are authorized investments under Section 2256.009 of the Public Funds Investment Act.
- C. Other Governmental Obligations. Obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective



agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.

D. Certificates of Deposit/Share Certificates.

(a) Fully insured or collateralized certificates of deposit or share certificates that are approved investments under Section 2256.010 of the Public Funds Investment Act: (i) from a depository institution that has its main office or a branch office in the State of Texas; and (ii) that are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor, or by the National Credit Union Share Insurance Fund or its successor, as applicable. Authorized certificates of deposit shall include such certificates purchased through the CDARS program with a Texas bank.

(b) Fully insured certificates of deposit purchased from a broker or a bank that has its main office or a branch office in the State of Texas and is selected from the list of qualified brokers attached to this Investment Policy. All investments in such brokered certificates of deposit shall be made on a delivery versus payment basis to the District's safekeeping agent, and the Investment Officers shall verify that the bank is fully insured by the Federal Deposit Insurance Corporation prior to purchase. In the event any bank from which the District has purchased a brokered certificate of deposit merges with, or is acquired by, another bank in which brokered certificates of deposit are owned by the District, the Investment Officers shall immediately contact the banks and liquidate any brokered certificate that exceeds FDIC insurance levels.

E. Repurchase Agreements. Fully collateralized repurchase agreements with a defined termination date executed with a primary dealer as defined by the Federal Reserve or a financial institution doing business in this state, and that are authorized investments under Section 2256.011 of the Public Funds Investment Act.

F. Mutual Funds. AAA-rated, SEC registered money market mutual funds that are registered and regulated by the Securities and Exchange Commission subject to the limitations set forth in Section 2256.014 of the Public Funds Investment Act.

G. Commercial Paper. Commercial paper that has a stated maturity of 270 days or fewer from the date of its issuance and that is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies, or one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United State or any state, as authorized under Section 2256.013 of the Public Funds Investment Act

H. Investment Pools. AAA-rated, constant-dollar local government

investment pools that meet the requirements set forth in the Public Funds Investment Act for the investment of public funds, including Sections 2256.016, .017, .018, and .019, and provided further that such investments must be approved by the Board of Directors of the District by separate resolution.

- I. Interest bearing accounts of any FDIC bank in Texas.

## IX.

### AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

9.01 Authorized Financial Dealers and Institutions. The Board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of public funds; provided, that a contract may not be for a term longer than two years, and any renewal or extension thereof must be made by the Board by order or resolution.

## X.

### MISCELLANEOUS

10.01 Policy to be Presented to Investment Officers. The Investment Officers shall be presented a copy of this Investment Policy and shall execute a written instrument substantially in the form attached hereto as **Exhibit "B"** to the effect that the Investment Officers have:

1. received and thoroughly reviewed a copy of this Investment Policy; and
2. implemented procedures and controls to comply with the Investment Policy.

10.02 Business Organizations that Invest or Manage the District's Investment Portfolio. A written copy of this Investment Policy shall be presented to any business organization offering to engage in an investment transaction with the District. For purposes of this Policy, a "business organization" means an investment pool or investment management firm under contract with the District to invest or manage the District's investment portfolio that has accepted authority granted by the District under the contract to exercise investment discretion in regard to the District's funds. The qualified representative of the business organization offering to engage in an investment transaction with the District shall execute a written instrument in a form acceptable to the District and the business organization substantially to the effect that the business organization has:

- (i) Received and reviewed this Investment Policy; and
- (ii) Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized under this Investment Policy, except to the extent that the authorization: (A) is dependent on an analysis of the makeup of the District's entire portfolio; (B) requires an interpretation of subjective investment standards; or (C) relates to investment transactions of the District that are not made through accounts or other contractual arrangements over which the business

organization has accepted discretionary investment authority.

The District shall not acquire or otherwise obtain any authorized investment described in this Investment Policy from a business organization that has not delivered the instrument described above.

10.03 Annual Financial Audit. The District, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

10.04 Selection of Authorized Brokers. The District shall annually review, revise and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. Approved Investment Brokers are those listed in **Exhibit "C"** of this Policy.

## **EXHIBIT A - 1**

### **INVESTMENT STRATEGY**

#### **DEBT SERVICE FUNDS**

##### Investment Objective:

To purchase investments that will preserve the safety of capital and maximize yield (in that order of priority) taking into account the timing of the District's debt service payments.

##### Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that:

1. For funds needed for the District's next debt service payment, the investment shall mature no later than the date the debt service payment is due.
2. For funds in the debt service reserve fund, the maximum stated maturity date of the investment shall be no greater than 24 months after the date of purchase and cannot exceed the final maturity of the underlying bond(s) or note(s) for which it is reserved.

## **EXHIBIT A – 2**

### **INVESTMENT STRATEGY**

#### **CONSTRUCTION FUNDS**

##### Investment Objective:

To purchase investments that will preserve the safety of capital and maximize yield (in that order of priority) taking into account the timing of the District's cash flow requirements for its construction projects.

##### Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that:

1. Investment maturities shall generally follow anticipated cash flow requirements. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

2. Market conditions and arbitrage regulations shall be considered to avoid arbitrage.

## **EXHIBIT A-3**

### **INVESTMENT STRATEGY UNRESTRICTED OPERATING FUNDS RESERVE FUNDS**

#### Investment Objective:

To purchase investments that will preserve the safety of capital, maximize liquidity, and maximize yield (in that order of priority), taking into account the District's monthly operating expenses, capital improvements, special projects, contractual payment obligations, and other expenditures and ensuring the availability of funds as necessary.

#### Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that the investment will mature no later than 24 months after the date of purchase. Investments must meet projected cash flow requirements.

## INVESTMENT OFFICER AND INVESTMENT FIRM CERTIFICATION OF RECEIPT AND REVIEW OF INVESTMENT POLICY

I, \_\_\_\_\_ do hereby certify that I have been presented a copy of the Investment Policy for Lake Dunlap Water Control and Improvement District dated \_\_\_\_\_. I have thoroughly reviewed the Investment Policy and acknowledge that \_\_\_\_\_ has implemented procedures and controls to comply with the Investment Policy.

---

Title: \_\_\_\_\_

**EXHIBIT C**  
**List of Approved Brokers and Investment Firms**



2021

LIST OF AUTHORIZED BROKERS

ABC Bank	New First National Bank
Allegiance Bank	North Star Bank of Texas
Amegy Bank of Texas, N.A.	Omni Bank N.A.
Austin Capital Bank	Pioneer Bank
BB & T	Plains Capital Bank
BancorpSouth	Plains State Bank
Bank of America N.A.	Prosperity Bank
Bank of New York- Mellon	R Bank
Bank of Texas N.A.	Regions Bank
BBVA USA Bank	SouthStar Bank
Business Bank of Texas	Southwest Securities
Cadence Bank	Spirit of Texas Bank
Capital Bank of Texas	State Bank of Texas
Capital Markets Group	State Street Bank & Trust Co.
Capital One	Stifel Nicolaus
Central Bank	Tex Star Investment Pool
Chasewood Bank	Texan Bank
Citibank N.A.	Texas Capital Bank N.A.
Comerica Bank	Texas Class
Comerica Securities	Texas Citizens Bank
Commercial State Bank	Texas Exchange Bank
Community Bank of Texas	Texas First Bank
Community Trust Bank	Texas Gulf Bank
Coastal Securities	Texas Regional Bank
East West Bank	The Independent Bankers Bank
First Bank of Texas	The Mint National Bank
First Citizens Bank	Texas Savings Bank
First Financial Bank, N.A.	Texpool/Texpool Prime
First National Bank of Texas	The Right Bank for Texas
First Texas Bank	Third Coast Bank
Frontier Bank of Texas	Trustmark National Bank
Frost National Bank	United Bank of el Paso Del Norte
Guaranty Bank & Trust	United Texas Bank
Herring Bank	Unity National Bank
Hometown Bank, N.A.	U. S. Bank
Iberia Bank	Veritex Bank
Independent Bank	Wallis Bank
International Bank of Commerce	Wells Fargo Bank, N.A.
Inter National Bank	Wells Fargo Brokerage Services, LLC
JP Morgan Chase	Wells Fargo Trust
Legacy Texas Bank	Westbound Bank
Lone Star Bank	West Star Bank
Lone Star Investment Pool	Whitney Bank
Moody National Bank	Woodforest National Bank

# **LAKE DUNLAP WCID**

## **Accounting Report**

**December 21, 2021**

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- Review Cash Activity Report, including Receipts and Expenditures
  - ☒ Action Items:
    - Approval of vendor payments
- Review November 30, 2021 Financial Statements

## Notes

February						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Jan 19	Board Meeting
Feb 16	Board Meeting
Apr 20	Board Meeting
Aug 17	Board Meeting
Sep 21	Board Meeting
Dec 21	Board Meeting

May						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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August						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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November						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

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**Lake Dunlap WCID  
Cash Activity Report  
December 21, 2021**

				First Citizens Operating	First Citizens Bookkeeper's
<b>Cash - Reported at September 21, 2021 Meeting</b>				<b>\$ 13,978.60</b>	<b>\$ 10,776.16</b>
<b>Subsequent Activity</b>				<b>54,772.53</b>	<b>0.28</b>
<u>Vendor</u>	<u>Ck #</u>	<u>Memo</u>	<u>Amount</u>		
Deposit		Tax Collections - October - November 2021	54,772.02		
Interest Income		Interest Income - September - November 2021	0.51		
		Total Operating Account Activity	<u>54,772.53</u>		
Interest Income		Interest Income - September - November 2021	0.28		
		Total Bookkeeper's Account Activity	<u>0.28</u>		
<b>Cash - Reconciled Balance as of November 30, 2021</b>				<b>\$ 68,751.13</b>	<b>\$ 10,776.44</b>
<b>Expenditures for Approval - December 21, 2021</b>				<b>-</b>	<b>(20,095.78)</b>
<u>Vendor</u>	<u>Ck #</u>	<u>Memo</u>	<u>Amount</u>		
Bott & Douthitt PLLC	3037	Accounting Fees - January - November 2021	(4,783.29)		
Comal Appraisal District	3038	Appraisal District Fees - 2021 and 2022	(4,370.83)		
Guadalupe Appraisal District	3039	Appraisal District Fees - 2022	(1,393.34)		
Maxwebs Company	3040	Website Maintenance Fees - September - November 2021	(300.00)		
McLean and Howard LLP	3041	Legal Fees - January - November 2021	(9,248.32)		
		Total Expenditures for Approval	<u>(20,095.78)</u>		
<b>Subtotal - December 21, 2021</b>				<b>68,751.13</b>	<b>(9,319.34)</b>
<b>Funds Transfer to be Approved - Operating to Bookkeeper's Account</b>				<b>(15,000.00)</b>	<b>15,000.00</b>
<b>Funds Transfer to be Approved - Operating to Special Revenue Account</b>				<b>(27,386.01)</b>	<b>-</b>
<b>Expected Balance as of December 21, 2021</b>				<b>\$ 26,365.12</b>	<b>\$ 5,680.66</b>

**Lake Dunlap WCID**  
**ANALYSIS OF TAXES COLLECTED FOR RECONCILIATION**  
**FY 2021 - 2022**

TAX YEAR	2021				TOTAL		
	General	Special Revenue			General	Debt Service	Total
	Fund	Fund	Total		Fund	Fund	
PERCENTAGE	\$ 0.1000	\$ 0.1000	\$ 0.2000				
COLLECTIONS:							
OCT							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	367.28	367.28	734.56		367.28	367.28	734.56
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
NOV							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	27,018.73	27,018.73	54,037.46		27,018.73	27,018.73	54,037.46
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
DEC							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
JAN							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
FEB							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
MAR							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
APR							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
MAY							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
JUN							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
JUL							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
AUG							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
SEP							
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	0.00	0.00	0.00		0.00	0.00	0.00
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
TOTAL							
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
TAXES	27,386.01	27,386.01	54,772.02		27,386.01	27,386.01	54,772.02
PENALTY	0.00	0.00	0.00		0.00	0.00	0.00
TOTAL DISTRIBUTION	27,386.01	27,386.01	54,772.02		27,386.01	27,386.01	54,772.02
BEGINNING							
TAXES RECEIVABLE	285,192.43	285,192.43	570,384.85		285,192.43	285,192.43	570,384.85
TAX ADJUSTMENTS	0.00	0.00	0.00		0.00	0.00	0.00
BASE TAX REV	0.00	0.00	0.00		0.00	0.00	0.00
LESS: COLLECTIONS	(27,386.01)	(27,386.01)	(54,772.02)		(27,386.01)	(27,386.01)	(54,772.02)
TAX							
REC @ END OF PERIOD	257,806.42	257,806.42	515,612.83		257,806.42	257,806.42	515,612.83

**Lake Dunlap WCID**  
**Accountant's Compilation Report**  
**November 30, 2021**

The District is responsible for the accompanying financial statements of the governmental activities of Lake Dunlap WCID, as of and for the three months ended November 30, 2021, which collectively comprise the District's basic financial statements – governmental funds in accordance with the accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The District has omitted the management's discussion and analysis, the Statement of Net Assets, and Statement of Activities that the Governmental Accounting Standards Board required to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context.

In addition, the District has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and components required by GASB 34 were included in the financial statements, they might influence the user's conclusions about the District's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require that budgetary comparison information be presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis and, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. The required supplementary information was subject to our compilation engagement. We have not audited or reviewed the required supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

Supplementary Information

The supplementary information contained in the schedules described in the Supplementary Information Index is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement, however, we have not audited or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such supplementary information.

We are not independent with respect to Lake Dunlap WCID.

  
BOTT & DOUTHITT, P.L.L.C.

December 20, 2021  
Round Rock, TX

# Lake Dunlap WCID

## Governmental Funds Balance Sheet

### November 30, 2021

	<b>Governmental Funds</b>		<b>Governmental Funds Total</b>
	<b>General Fund</b>	<b>Special Revenue Fund</b>	
<b>Assets</b>			
Cash and Cash Equivalents			
Cash - Operating	\$ 68,751.13	\$ -	\$ 68,751.13
Cash - Bookkeeper's	10,776.44	-	10,776.44
Receivables			
Property Taxes	257,806.42	257,806.42	515,612.84
Prepaid Insurance	433.33	-	433.33
Interfund	-	27,386.01	27,386.01
<b>Total Assets</b>	<b>\$ 337,767.32</b>	<b>\$ 285,192.43</b>	<b>\$ 622,959.75</b>
<b>Liabilities</b>			
Accounts Payable	\$ 20,095.78	\$ -	\$ 20,095.78
Interfund	27,386.01	-	27,386.01
<b>Total Liabilities</b>	<b>47,481.79</b>	<b>-</b>	<b>47,481.79</b>
<b>Deferred Inflows of Resources</b>			
Deferred Revenue - Property Taxes	257,806.42	257,806.42	515,612.84
<b>Total Deferred Inflows of Resources</b>	<b>257,806.42</b>	<b>257,806.42</b>	<b>515,612.84</b>
<b>Fund Balance</b>			
Fund Balances:			
Restricted for			
Special Revenue	-	27,386.01	27,386.01
Unassigned	32,479.11	-	32,479.11
<b>Total Fund Balances</b>	<b>32,479.11</b>	<b>27,386.01</b>	<b>59,865.12</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 337,767.32</b>	<b>\$ 285,192.43</b>	<b>\$ 622,959.75</b>

# Lake Dunlap WCID

## Statement of Revenues, Expenditures & Changes in Fund Balance-Governmental Funds

### September 1, 2021 - November 30, 2021

	<b>Governmental Funds</b>		<b>Governmental Funds Total</b>
	<b>General Fund</b>	<b>Special Revenue Fund</b>	
<b>Revenues:</b>			
Property Taxes including P&I	\$ 27,386.01	\$ 27,386.01	\$ 54,772.02
Interest Income	0.79	-	0.79
<b>Total Revenues</b>	<b>27,386.80</b>	<b>27,386.01</b>	<b>54,772.81</b>
<b>Expenditures:</b>			
Current-			
Administrative Services -			
Tax Collector/Appraisal Fees	3,633.07	-	3,633.07
Website Maintenance	300.00	-	300.00
Professional Fees -			
Legal Fees	1,917.32	-	1,917.32
Accounting Fees	2,100.00	-	2,100.00
<b>Total Expenditures</b>	<b>7,950.39</b>	<b>-</b>	<b>7,950.39</b>
<b>Excess/(Deficiency) of Revenues over Expenditures</b>	<b>19,436.41</b>	<b>27,386.01</b>	<b>46,822.42</b>
<b>Fund Balance, September 1, 2021</b>	<b>13,042.70</b>	<b>-</b>	<b>13,042.70</b>
<b>Fund Balance, November 30, 2021</b>	<b>\$ 32,479.11</b>	<b>\$ 27,386.01</b>	<b>\$ 59,865.12</b>



## **Supplementary Information**

### **Index**

#### **General Fund**

- Budgetary Comparison Schedule – General Fund
- Revenues & Expenses - Budget + Actual

**Lake Dunlap WCID**  
**Budgetary Comparison Schedule - General Fund**  
**November 30, 2021**

	CURRENT MONTH			YEAR TO DATE		
	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
<b>Revenues:</b>						
Property Taxes including P&I	\$ 27,018.73	\$ 27,000.00	\$ 18.73	\$ 27,386.01	\$ 27,000.00	\$ 386.01
Electricity Credits	-	-	-	-	-	-
Other Income	0.36	-	0.36	0.79	-	0.79
<b>Total Revenues</b>	<u>27,019.09</u>	<u>27,000.00</u>	<u>19.09</u>	<u>27,386.80</u>	<u>27,000.00</u>	<u>386.80</u>
<b>Expenditures:</b>						
Current-						
Administrative Services -						
Tax Collector/Appraisal Fees	3,633.07	2,500.00	(1,133.07)	3,633.07	2,500.00	(1,133.07)
Website Maintenance	100.00	200.00	100.00	300.00	600.00	300.00
Miscellaneous Expense	-	130.00	130.00	-	1,140.00	1,140.00
Professional Fees -						
Legal Fees	60.00	2,000.00	1,940.00	1,917.32	6,000.00	4,082.68
Accounting Fees	1,250.00	1,250.00	-	2,100.00	3,750.00	1,650.00
<b>Total Expenditures</b>	<u>5,043.07</u>	<u>6,080.00</u>	<u>1,036.93</u>	<u>7,950.39</u>	<u>13,990.00</u>	<u>6,039.61</u>
<b>Excess/(Deficiency) of Revenues over Expenditures</b>	<u>\$ 21,976.02</u>	<u>\$ 20,920.00</u>	<u>\$ 1,056.02</u>	<u>\$ 19,436.41</u>	<u>\$ 13,010.00</u>	<u>\$ 6,426.41</u>

# Lake Dunlap WCID

## Revenues & Expenditures - General Fund: Actual + Budgeted

### Fiscal Year 2021-2022

	FY 2022 Budget Approved 9/21/2021	Actual Sep-21	Actual Oct-21	Actual Nov-21	Budget Dec-21	Budget Jan-22	Budget Feb-22	Budget Mar-22	Budget Apr-22	Budget May-22	Budget Jun-22	Budget Jul-22	Budget Aug-22	Actual + Budget	Variance
<b>Revenues:</b>															
Property Taxes	\$ 310,892	\$ -	\$ 367	\$ 27,019	\$ 283,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 311,278	\$ 386
<b>Total Revenues</b>	<b>310,892</b>	<b>-</b>	<b>367</b>	<b>27,019</b>	<b>283,892</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>311,278</b>	<b>386</b>
<b>Expenditures:</b>															
<b>Administrative Services -</b>															
Tax Assessor/Collector	2,500	-	-	3,633	-	-	-	-	-	-	-	-	-	3,633	(1,133)
Insurance	1,200	-	-	-	-	-	1,200	-	-	-	-	-	-	1,200	-
Election Expenses	3,000	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	-
Public Notice	500	-	-	-	-	-	-	-	-	-	-	-	500	500	-
Meeting Expense	1,000	-	-	-	80	80	80	80	80	80	80	80	120	760	240
Website	2,500	100	100	100	200	200	200	200	200	200	200	200	300	2,200	300
Miscellaneous	2,000	-	-	-	50	50	50	50	50	50	50	50	700	1,100	900
Subtotal-Admin. Services	12,700	100	100	3,733	330	330	1,530	330	330	330	330	330	4,620	12,393	307
<b>Professional Fees -</b>															
Legal Fees	24,000	1,767	90	60	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	19,917	4,083
Accounting Fees	15,000	850	-	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	13,350	1,650
Financial Advisor Fees	1,000	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000	-
Subtotal-Professional Fees	40,000	2,617	90	1,310	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	4,250	34,267	5,733
<b>Total Expenditures</b>	<b>52,700</b>	<b>2,717</b>	<b>190</b>	<b>5,043</b>	<b>3,580</b>	<b>3,580</b>	<b>4,780</b>	<b>3,580</b>	<b>3,580</b>	<b>3,580</b>	<b>3,580</b>	<b>3,580</b>	<b>8,870</b>	<b>46,660</b>	<b>6,040</b>
<b>Excess/Deficiency) of Revenues over Expenditures</b>	<b>\$ 258,192</b>	<b>\$ (2,717)</b>	<b>\$ 177</b>	<b>\$ 21,976</b>	<b>\$ 280,312</b>	<b>\$ (3,580)</b>	<b>\$ (4,780)</b>	<b>\$ (3,580)</b>	<b>\$ (3,580)</b>	<b>\$ (3,580)</b>	<b>\$ (3,580)</b>	<b>\$ (3,580)</b>	<b>\$ (8,870)</b>	<b>\$ 264,618</b>	<b>6,426</b>

## **Expenditures to be Approved**



# Invoice

Date	Invoice #
1/31/2021	9957

**Bill To**

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Monthly Accounting Services - Meeting	350.00
<div>By/Date Received: <u>DA 2-8-21</u></div> <div>By/Date Posted: <u>DA 2-8-21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6500</u></div>	
Thank you for your business!	<b>Total</b> \$350.00

PO Box 2445 • Round Rock, TX • 78680

Phone (512) 733-0700 • Fax (512) 733-0704



# Invoice

Date	Invoice #
2/28/2021	10057

Bill To
Lake Dunlap WCID c/o Bott & Douthitt PLLC PO Box 2445 Round Rock, TX 78680

Description	Amount
Meeting	350.00
<div>By/Date Received: <u>DA 3-1-21</u></div> <div>By/Date Posted: <u>DA 3-1-21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6500</u></div>	
Thank you for your business!	<b>Total</b> \$350.00



# Invoice

Date	Invoice #
3/31/2021	10175

**Bill To**

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Quarterly Accounting Services	500.00
<div>By/Date Received: <u>DL 4-5-21</u></div> <div>By/Date Posted: <u>DL 4-10-21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6500</u></div>	
Thank you for your business!	<b>Total</b> 500.00

PO Box 2445 • Round Rock, TX • 78680

Phone (512) 733-0700 • Fax (512) 733-0704



# Invoice

Date	Invoice #
4/30/2021	10307

Bill To

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Monthly Accounting Services - Meeting	350.00
<div>By/Date Received: <u>DA 5-4-21</u></div> <div>By/Date Posted: <u>DA 5-4-21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6500</u></div>	
Thank you for your business!	<b>Total</b> \$350.00

PO Box 2445 • Round Rock, TX • 78680

Phone (512) 733-0700 • Fax (512) 733-0704





# Invoice

Date	Invoice #
6/30/2021	10546

Bill To

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Quarterly Accounting Services	500.00
Reimbursable Expense - Deposit Stamp	55.97
Reimbursable Expense - Deposit Slips (Operating)	113.66
Reimbursable Expense - Deposit Slips (Bookkeeping)	113.66
<div>By/Date Received: <u>OL 6-29-21</u></div> <div>By/Date Posted: <u>OL 6-30-21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6500 - \$500.00 / 7000 - \$283.29</u></div>	
Thank you for your business!	<b>Total</b> \$783.29

PO Box 2445 • Round Rock, TX • 78680

Phone (512) 733-0700 • Fax (512) 733-0704



# Invoice

Date	Invoice #
8/31/2021	10799

**Bill To**

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Monthly Accounting Services - Meeting	350.00
<div>By/Date Received: <u>10/ 8-31-21</u></div> <div>By/Date Posted: <u>10/ 8-31-21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6500</u></div>	
Thank you for your business!	<b>Total</b> \$350.00



# Invoice

Date	Invoice #
9/30/2021	10932

**Bill To**

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Meeting	350.00
Quarterly Accounting Services	500.00
<div>By/Date Received: <u>OK 9.30.21</u></div> <div>By/Date Posted: <u>OK 9.30/21</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>12500</u> <u>6880</u></div>	
Thank you for your business!	<b>Total</b> \$850.00

PO Box 2445 • Round Rock, TX • 78680

Phone (512) 733-0700 • Fax (512) 733-0704



# Invoice

Date	Invoice #
11/30/2021	11269

**Bill To**

Lake Dunlap WCID  
c/o Bott & Douthitt PLLC  
PO Box 2445  
Round Rock, TX 78680

Description	Amount
Monthly Accounting Services - Meeting	1,250.00
<div>By/Date Received: <u>12/2</u></div> <div>By/Date Posted: <u>[Signature]</u></div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: _____</div> <div>GL#: <u>6830</u></div>	
Thank you for your business!	<b>Total</b> \$1,250.00



# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVE  
NEW BRAUNFELS, TX 78130

Phone: 830-625-8597  
Fax: 830-625-8598  
Email: comalad@co.comal.tx.us

Invoice# 2021-0049  
Invoice Date February 11, 2021

Bill to:  
%BOTT & DOUTHITT PLLC  
LAKE DUNLAP WATER IMPROVEMENT DIST  
1970 RAWHIDE DR #202  
ROUND ROCK, TX 78681  
XC: ALLEN DOUTHITT

**PAYMENT DUE: December 31, 2021**

\* Subsequent to due date, **PENALTY & INTEREST**  
will be assessed per Sec. 6.06(e) of the Texas Property  
Tax Code.

## 2021-2nd QUARTER CONTRIBUTION INVOICE

	2020 TAX LEVY	% OF BUDGET	TOTAL 2021 CONTRIBUTION	CONTRIBUTION BALANCE **
	\$220,043.14	0.0005192	\$2,131.10	\$2,131.10
			<b>REMITTED</b>	<b>DUE</b>
2nd QTR	Due 12/31/2021 After 12/31/2021 *			\$2,131.10 \$0.00

1st Quarter Contribution 532.78  
2nd Quarter Contribution 532.78  
3rd Quarter Contribution 532.78  
4th Quarter Contribution 532.76

By/Date Received: DA 2-25-21  
By/Date Posted:                       
Approved for Payment:                       
Hand Delivered to:                       
Mailed By/Date:                       
GL#: 2400

Per Board of Directors decision on January 12, 2021 payment due December 31, 2021

**\*\* BALANCE MAY BE PAID IN FULL AT ANY TIME  
PRIOR TO THE DUE DATE**

\*\*\*\*\*

COMAL APPRAISAL DISTRICT  
900 S. SEGUIN AVE  
NEW BRAUNFELS, TX 78130

REMITTANCE: COMAL COUNTY WID 1A  
INVOICE# 2021-0049  
DUE DATE: December 31, 2021  
AMOUNT DUE: \$2,131.10  
AMOUNT ENCLOSED:





# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVE  
NEW BRAUNFELS, TX 78130

Phone: 830-625-8597  
Fax: 830-625-8598  
Email: comalad@co.comal.tx.us

Invoice# 2022-0025  
Invoice Date November 29, 2021

Bill to:  
%BOTT & DOUTHITT PLLC  
LAKE DUNLAP WATER IMPROVEMENT DIST  
1970 RAWHIDE DR #202  
ROUND ROCK, TX 78681  
XC: ALLEN DOUTHITT

**PAYMENT DUE: December 31, 2021**

\* Subsequent to due date, PENALTY & INTEREST  
will be assessed per Sec. 6.06(e) of the Texas Property  
Tax Code.

## 2022-1st QUARTER CONTRIBUTION INVOICE

	2021 TAX LEVY	% OF BUDGET	TOTAL 2022 CONTRIBUTION	CONTRIBUTION BALANCE **
	\$222,934.57	0.0004815	\$2,239.73	\$2,239.73
			REMITTED	DUE
1st QTR	Due 12/31/2021			\$559.93
	After 12/31/2021 *			\$592.59

By/Date Received: LO 12/7/21  
By/Date Posted:           
Approved for Payment:           
Hand Delivered to:           
Mailed By/Date:           
GL#: 6530

**\*\* BALANCE MAY BE PAID IN FULL AT ANY TIME  
PRIOR TO THE DUE DATE**

\*\*\*\*\*

COMAL APPRAISAL DISTRICT  
900 S. SEGUIN AVE  
NEW BRAUNFELS, TX 78130

REMITTANCE: LAKE DUNLAP WATER IMPROV  
INVOICE# 2022-0025  
DUE DATE: December 31, 2021  
AMOUNT DUE: \$559.93  
AMOUNT ENCLOSED:

# GUADALUPE APPRAISAL DISTRICT



Main Office  
3000 N. Austin St.  
Seguin, Texas 78155  
(830) 303-3313  
(830) 372-2874 (Fax)  
gadprotest@guadalupead.org

Schertz Substation  
1052 FM 78 Suite 103  
Schertz, Texas 78154  
(210) 945-9708 Option 8  
(877) 254-0888 (Fax)

November 24, 2021

**Lake Dunlap WCID**  
C/O Bott & Douthitt, PLLC  
Attn: Allen Douthitt  
1970 Rawhide Dr #202  
Round Rock, TX 78681

Dear Mr. Douthitt:

Please be advised that the FIRST quarterly payment for the 2022 budget allocation is now due.

TOTAL 2022 ALLOCATION	\$ 5,573.36
TOTAL ALLOCATION PAID TO DATE	\$ 0.00

<b>FIRST QUARTER PAYMENT NOW DUE</b>	<b>\$ 1,393.34</b>
--------------------------------------	--------------------

*Payment should be made prior to December 31, 2021. If there are any questions, please let me know.*

Sincerely,

Peter Snaddon, R.P.A., C.C.A.  
Chief Appraiser

By/Date Received: AS 11/29/21  
By/Date Posted: AK  
Approved for Payment: AK  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: \_\_\_\_\_  
GL#: 6530  
22 of 39



# Guadalupe Appraisal District

## 2022 BUDGET ALLOCATION ANALYSIS

Taxing Unit	2021 Tax Levy <sup>1</sup>	2021 Tax Levy Allocation %	2021 Budget Allocation	2022 Budget Allocation <sup>2</sup>
Schertz-Cibola UC ISD	\$ 71,062,577.00	25.38314%	916,656.20	969,155.66
Guadalupe County	\$ 51,826,208.00	18.51202%	694,613.93	706,808.91
Seguin ISD	\$ 49,547,990.00	17.69825%	622,831.14	675,738.44
New Braunfels ISD	\$ 19,703,694.00	7.03805%	233,335.73	268,720.15
City of Schertz	\$ 13,526,708.00	4.83166%	173,312.22	184,478.05
Navarro ISD	\$ 12,836,057.00	4.58497%	176,210.00	175,058.91
City of Seguin	\$ 12,644,474.00	4.51653%	156,905.05	172,446.09
City of Cibola	\$ 11,902,379.00	4.25146%	146,503.51	162,325.35
Marion ISD	\$ 11,339,340.00	4.05035%	136,891.82	154,646.59
City of New Braunfels	\$ 7,857,291.00	2.80658%	93,425.45	107,158.20
Comal ISD <sup>3</sup>	\$ 7,492,606.00	2.67632%	99,229.17	102,184.61
San Marcos ISD <sup>3</sup>	\$ 2,909,876.37	1.03939%	38,537.28	39,685.07
LaVernia ISD	\$ 1,426,925.20	0.50969%	18,125.77	19,460.49
Lake McQueeney WCID #1	\$ 1,335,366.25	0.47699%	N/a	18,211.80
Lake Placid WCID #1	\$ 1,330,274.00	0.47517%	N/a	18,142.36
Luling ISD	\$ 964,907.92	0.34466%	13,798.67	13,159.47
City of Selma	\$ 906,143.00	0.32367%	11,415.94	12,358.03
Lake Dunlap WCID	\$ 408,662.00	0.14597%	N/a	5,573.36
Prairie Lea ISD	\$ 364,337.21	0.13014%	5,309.17	4,968.85
City of Marion	\$ 318,344.00	0.11371%	4,338.44	4,341.59
City of Santa Clara	\$ 98,407.00	0.03515%	1,209.13	1,342.08
Nixon-Smiley ISD	\$ 89,229.77	0.03187%	1,029.09	1,216.92
City of Luling	\$ 26,922.34	0.00962%	319.68	367.17
York Creek Water Dist.	\$ 24,810.00	0.00886%	293.10	338.36
City of Universal City	\$ 14,905.35	0.00532%	307.36	203.28
Lone Oak MUD	\$ 948.00	0.00034%	N/a	12.93
City of San Marcos <sup>3</sup>	\$ 366.82	0.00013%	4.86	5.00
<b>TOTALS</b>	<b>279,959,749.23</b>	<b>100.00%</b>	<b>3,544,597.87</b>	<b>3,818,107.73</b>

<sup>1</sup>Actual levy totals provided by the taxing units' respective tax assessor-collector following taxing units adoption of their 2021 tax rates.

<sup>2</sup>In accordance with Section 6.06(d) of the Texas Tax Code, a taxing units' allocated share of an appraisal district budget is calculated by dividing the individual entities' tax levy by the total levy of all entities.

<sup>3</sup>Actual levy totals were not provided by the units' respective tax assessor-collector at the time of mailing for 2022 1st Quarter payments. Once levy totals are provided for these entities, changes to allocation amounts will be addressed in 2022 4th Quarter payments. Please contact Cherie Stiers with questions on this process at 830.303.3313 Ext. 340.



# Maxwebs Company

11004 Froke Cedar Trail  
Austin, TX 78750

## Invoice

Date	Invoice #
10/1/2021	2740

### Bill To

Lake Dunlap W.C.I.D.  
c/o Bott & Doubhitt, PLLC  
P.O. Box 2445  
Round Rock, TX 78680

P.O. No.	Terms	Due Date	Account #
		10/1/2021	
Description	Qty	Rate	Amount
Monthly Website Maintenance -1 for September 2021	1	100.00	100.00
		By/Date Received: <u>10/1/2021</u>	
		By/Date Posted: _____	
		Approved for Payment: <u>[Signature]</u>	
		Hand Delivered to: _____	
		Mailed By/Date: _____	
		GL#: <u>6580</u>	
Total			\$100.00
Payments/Credits			\$0.00
Balance Due			\$100.00

# Maxwebs Company

11004 Froke Cedar Trail  
Austin, TX 78750

## Invoice

Date	Invoice #
11/2/2021	2774

### Bill To

Lake Dunlap W.C.I.D.  
c/o Bott & Doubhitt, PLLC  
P.O. Box 2445  
Round Rock, TX 78680

P.O. No.	Terms	Due Date	Account #	
		11/2/2021		
Description	Qty	Rate	Amount	
Monthly Website Maintenance -1 for October 2021	1	100.00	100.00	
				By/Date Received: <u>11-11-21</u>
				By/Date Posted: _____
				Approved for Payment: <u>[Signature]</u>
				Hand Delivered to: _____
				Mailed By/Date: _____
				GL#: <u>6596</u>
			Total	\$100.00
			Payments/Credits	\$0.00
			Balance Due	\$100.00

# Maxwebs Company

11004 Froke Cedar Trail  
Austin, TX 78750

## Invoice

Date	Invoice #
11/30/2021	2799

Bill To

Lake Dunlap W.C.I.D.  
c/o Bott & Doubhitt, PLLC  
P.O. Box 2445  
Round Rock, TX 78680

P.O. No.	Terms	Due Date	Account #
		11/30/2021	
Description	Qty	Rate	Amount
Monthly Website Maintenance -1 for Nov. 2021	1	100.00	100.00
<div>By/Date Received: <u>12-1-21</u></div> <div>By/Date Posted: _____</div> <div>Approved for Payment: <u>[Signature]</u></div> <div>Hand Delivered to: _____</div> <div>Mailed By/Date: <u>6590</u></div> <div>GL#: _____</div>			
Total			\$100.00
Payments/Credits			\$0.00
Balance Due			\$100.00

**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

January 31, 2021

**Attention:**

File #: 2745-002

Inv #: 38636

**RE:** General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jan-04-21	Correspond with count tax collectors regarding establishment of WCID as taxing unit. Coordinate document execution for GBRA bonds.	0.60	210.00	ASC
	Contact State Comptroller regarding Taxing Number.	0.50	60.00	LJH
Jan-08-21	Conferences with Comal County and Guadalupe County tax collectors regarding establishment of WCID as taxing unit. Coordinate execution of contracts for same. Communicate with Comptroller regarding Taxing Unit ID.	0.80	280.00	ASC
Jan-13-21	Conference with GBRA counsel regarding bid protest. Conference with legal counsel to McQueeney WCID. Conference with D. Harrison regarding meeting. Prepare meeting agenda.	1.40	490.00	ASC
Jan-14-21	Prepare revised Resolution relating to Public Communications. Conferences with District representative regarding same. Correspond with web designer. Secure contract.	1.20	420.00	ASC
Jan-15-21	Prepare meeting minutes for December 15, 2020 and December 31, 2020 meetings of the Board of Directors. Prepare Board packets.	1.40	490.00	ASC

By/Date Recd: 1/15/21  
Approved for Payment: [Signature]  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: \_\_\_\_\_  
GL#: 6000

Jan-19-21	Participate in Board of Directors' meeting.	1.00	350.00	ASC
Jan-26-21	File Eminent Domain Report with Texas Comptroller.	0.75	90.00	LJH
	Totals	7.65	<u>\$2,390.00</u>	
	<b>Total Fees, Disbursements</b>		<u><b>\$2,390.00</b></u>	
	Previous Balance		\$4,333.97	
	Previous Payments		\$0.00	
	<b>Balance Due Now</b>		<u><b>\$6,723.97</b></u>	



**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

February 28, 2021

Attention:

File #: 2745-002

Inv #: 38884

RE: General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Feb-05-21	Review correspondence from Heartland developer regarding creation of Defined Area or exclusion from WCID. Conference with D. Harrison regarding same.	0.50	175.00	ASC
Feb-11-21	Prepare and circulate draft meeting agenda.	0.30	105.00	ASC
Feb-12-21	Prepare meeting minutes from January Board of Directors' meeting. Prepare meeting packet for February Board of Directors' meeting.	1.10	385.00	ASC
	Arrange for agenda posting.	0.50	60.00	LJH
Feb-16-21	Prepare for and participate in Board of Directors' meeting.	0.90	315.00	ASC
Feb-17-21	Prepare minutes for February Board of Directors' meeting.	0.80	280.00	ASC
	Totals	4.10	\$1,320.00	

**DISBURSEMENTS**

**Disbursements**

**Receipts**

Jan-19-21 Fee for Agenda posting 8.00

Totals

By/Date Received: 02/29/21 \$8.00

By/Date Posted: WPH

Approved for Payment: WPH

Hand Delivered to: \_\_\_\_\_

Mailed By/Date: \_\_\_\_\_

GL#: 6320

\$0.00

**Total Fees, Disbursements**

---

**\$1,328.00**

Previous Balance

\$6,723.97

Previous Payments

\$4,333.97

**Balance Due Now**

---

**\$3,718.00**

**McLean & Howard, L.L.P.**

901 S. Mopac Expressway

Building 2, Suite 225

Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

April 30, 2021

Attention:

File #: 2745-002

Inv #: 39338

RE: General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Apr-13-21	Prepare and distribute draft meeting agenda. Prepare Board meeting packet materials.	0.50	175.00	ASC
Apr-20-21	Review pleadings relating to contract award litigation. Conference with T. Bohl regarding litigation. Prepare for and participate in Board of Directors' meeting.	1.30	455.00	ASC
Totals		1.80	\$630.00	

**DISBURSEMENTS**

**Disbursements**

**Receipts**

Feb-16-21	Fee for Agenda posting	8.00	
Totals		\$8.00	\$0.00
<b>Total Fees, Disbursements</b>			<b>\$638.00</b>
Previous Balance			\$3,718.00
Previous Payments			\$0.00
<b>Balance Due Now</b>			<b>\$4,356.00</b>

By/Date Received: 10/5/21  
By/Date Posted: 10/5/21  
Approved for Payment: AMH  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: \_\_\_\_\_  
GL#: 6320



**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

June 30, 2021

Attention:

File #: 2745-002

Inv #: 39896

RE: General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jun-09-21	Prepare draft meeting agenda. Distribute same.	0.40	140.00	ASC
Jun-24-21	Coordinate completion and execution of County Tax Form.	0.50	60.00	LJH
	Totals	0.90	\$200.00	
	<b>Total Fees, Disbursements</b>			<b>\$200.00</b>
	Previous Balance			\$4,356.00
	Previous Payments			\$0.00
	<b>Balance Due Now</b>			<b>\$4,556.00</b>

By/Date Received: DA 7.9.21  
By/Date Posted: [Signature]  
Approved for Payment: [Signature]  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: 6/30  
GL#: \_\_\_\_\_

**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

July 31, 2021

Attention:

File #: 2745-002

Inv #: 40157

RE: General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Jul-10-21	Correspond with D. Harrison regarding tax adoption matters.	0.50	175.00	ASC
Jul-28-21	Review and revise TNT tax information prepared by Guadalupe County. Conference with county officials regarding same.	0.60	210.00	ASC

Totals	1.10	\$385.00
--------	------	----------

Total Fees, Disbursements	\$385.00
---------------------------	----------

Previous Balance	\$4,556.00
------------------	------------

Previous Payments	\$0.00
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Balance Due Now	\$4,941.00
-----------------	------------

By/Date Received: DL 8-10-21

By/Date Posted: MM

Approved for Payment: MM

Hand Delivered to: \_\_\_\_\_

Mailed By/Date: 6/3/20

GL#: \_\_\_\_\_

***McLean & Howard, L.L.P.***

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

August 31, 2021

**Attention:** File #: 2745-002  
Inv #: 40397

**RE:** General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Aug-05-21	Phone calls and emails with Patty Meyers at Guadalupe County Appraisal District regarding tax website.	0.50	60.00	LJH
Aug-08-21	Prepare election disclosure information for internet posting. Transmit to M. Maxwell.	0.60	210.00	ASC
Aug-10-21	Prepare draft meeting agenda for August meeting of the Board of Directors. Prepare draft meeting minutes from the April and June meetings of the Board of Directors.	1.70	595.00	ASC
Aug-17-21	Prepare for and participate in Board of Directors' meeting.	0.90	315.00	ASC
Aug-18-21	Calculate average appraised values for Guadalupe and Comal Counties for 2020 and 2021. Prepare worksheets for tax notice. Prepare tax notice. Prepare draft meeting minutes.	2.20	770.00	ASC
	Arrange for publication of tax notice in newspapers.	0.50	60.00	LJH
Aug-19-21	Proof newspaper ad for the Seguin Gazette.	0.25	30.00	LJH
Aug-24-21	Follow up with the Herald Zeitung regarding tax notice. Arrange for payment of tax notice. Proof tax notice.	0.75	90.00	LJH
Aug-25-21	Update tax information on Comal County Website.	0.50	60.00	LJH

Aug-31-21	Prepare tax worksheets for Guadalupe County website posting.	0.40	140.00	ASC
	Update County Tax Website.	0.50	60.00	LJH
	Totals	8.80	<u>\$2,390.00</u>	
	<b>Total Fees, Disbursements</b>		<u>\$2,390.00</u>	
	Previous Balance		\$4,941.00	
	Previous Payments		\$0.00	
	<b>Balance Due Now</b>		<u>\$7,331.00</u>	

By/Date Received: 9/16/2021  
By/Date Posted: \_\_\_\_\_  
Approved for Payment: [Signature]  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: \_\_\_\_\_  
GL#: 6320

**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

September 30, 2021

Attention:

File #: 2745-002

Inv #: 40639

RE: General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Sep-18-21	Prepare Order Levying Taxes, Resolution Approving Fiscal Year Budget, Amendment to District Information Form, and Meeting Minutes for Board packets. Transmit packets.	1.60	560.00	ASC
Sep-21-21	Prepare for and participate in Board of Directors' meeting.	1.10	385.00	ASC
Sep-22-21	Transmit Order Levying Taxes to Guadalupe County and Comal County.	0.30	105.00	ASC
Sep-27-21	Follow up with County regarding Tax Order. Upload Tax Order to County website.	0.50	60.00	LJH
Sep-28-21	Record Amendment to District Information Form with Comal and Guadalupe Counties. File it with the TCEQ.	0.75	90.00	LJH
	Totals	4.25	\$1,200.00	

**DISBURSEMENTS**

**Disbursements**

**Receipts**

Aug-23-21	Tax notice published in Seguin Gazette	482.26
Sep-28-21	Recording of Amendment to DIF (Guadalupe County)	42.53
	Recording of Amendment to DIF (Comal County)	42.53

Totals

By/Date Received: 09/10/21

By/Date Posted: \_\_\_\_\_

Approved for Payment: [Signature]

Hand Delivered to: \_\_\_\_\_

Mailed By/Date: \_\_\_\_\_

GL#: \_\_\_\_\_

\$567.32

\$0.00

**Total Fees, Disbursements**

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**\$1,767.32**

Previous Balance

**\$7,331.00**

Previous Payments

**\$0.00****Balance Due Now**

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**\$9,098.32**

**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

October 31, 2021

Attention:

File #: 2745-001

Inv #: 40890

RE: Creation

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Oct-05-21	Update Comal County Tax Website.	0.50	60.00	LJH
Oct-12-21	Emails with Guadalupe County regarding the District's bank information. Contact the District's Bookeeper.	0.25	30.00	LJH
	Totals	0.75	\$90.00	
	Total Fees, Disbursements			\$90.00
	Previous Balance			\$610.78
	Previous Payments			\$610.78
	Balance Due Now			\$90.00

By/Date Received: DL 11-8-21  
By/Date Posted: LJH  
Approved for Payment: LJH  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: \_\_\_\_\_  
GL#: 6820



**McLean & Howard, L.L.P.**

901 S. Mopac Expressway  
Building 2, Suite 225  
Austin, TX 78746

Ph: 512-328-2008

Fax: 512-328-2409

Lake Dunlap WCID  
c/o Bott & Douthitt  
allen@bottdouthitt.com

November 30, 2021

Attention:

File #: 2745-002

Inv #: 41304

RE: General

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Nov-02-21	File Eminent Domain Report with Texas State Comptroller.	0.50	60.00	LJH
	Totals	0.50	\$60.00	
	<b>Total Fees, Disbursements</b>			<b>\$60.00</b>
	Previous Balance			\$9,098.32
	Previous Payments			\$0.00
	<b>Balance Due Now</b>			<b>\$9,158.32</b>

By/Date Received: OK 12/6/21  
By/Date Posted: [Signature]  
Approved for Payment: [Signature]  
Hand Delivered to: \_\_\_\_\_  
Mailed By/Date: 6820  
GL#: \_\_\_\_\_