

Roles and Responsibilities of Burleson County MUD #1

Overall: The board is responsible for governing a districts water, sewer(if applicable), drainage, and recreational infrastructure.

- Setting Tax rates, approving budgets, managing bond issuances for infrastructure, and ensuring compliance with Texas Commission on Environmental Quality (TCEQ) regulations.
- Hiring and Management: boards generally hire consultants (engineers, attorneys and operators) and oversee the district manager to carry out policies.
- Emergency Planning: Ensuring the district has emergency plans for utility system failures or disasters.
- Infrastructure Management: They oversee the construction, repair, and maintenance of essential facilities like water treatment plants and drainage systems.
- Financial Oversight: Directors set property tax rates and approve budgets and bond sales to fund construction, maintenance, and operation of water and sewer systems (if applicable).
- Policy and Regulatory Compliance: The board sets policies regarding service quality and water conservation while ensuring adherence to state laws and TCEQ requirements

Board Operations

- Public Meetings: Directors discuss and vote on MUD business during publicly held meetings.
- Committees: Boards often establish committees (e.g for parks or security) that study issues and advise the board.

Positions (from Texas Water Code, Section 49.054)

President: Serves as the Chief Executive and presiding officer, leading meetings, signing official contracts, and representing the district to the public

- Chairs all Board of Directors meetings, sets the agenda, and ensures meetings follow parliamentary procedure

Vice President: supports President in their role, will serve in the absence or incapacity of the President and fulfill all such responsibilities as required of the President, when necessary.

Secretary: Responsible for seeing that all records and books of the district are properly kept and may attest the president's signature on documents

Other roles: created as needed by board with roles that adjust according to needs of the board.

The Board may appoint another director, general manager or any employee as assistant or deputy secretary to assist the secretary, and any such person shall be entitled to certify as to the authenticity of any record of the district, including but not limited to all proceedings relating to bonds, contracts, or indebtedness of the district.

Qualifications of Director (Sec 375.063, Texas Water Code):

- Must be at least 18 years old
- Own property in the district
- An owner of stock, whether beneficial or otherwise, of a corporate owner of property in the district;
- An owner of a beneficial interest in a trust that owns property in the district

Further qualifications from Burleson County MUD #1

- Must be a full time resident
- Must be retired from full time work

Working for and with the MUD does require being available during the week for meetings, conferences, and any issues that arise that need director's immediate attention.