

## DISTRICT REGISTRATION FORM\*



When completed, mail to:  
**UTILITIES AND DISTRICTS SECTION, MC-152**  
**TEXAS COMMISSION ON ENVIRONMENTAL QUALITY**  
**PO BOX 13087**  
**AUSTIN TX 78711-3087**  
 or fax to: 512/239-6190

**TAX ID: 74-2771756**

Legal Name of District or Authority: TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 7  
 District's Mailing Address: c/o Armbrust & Brown, PLLC, 100 Congress Avenue, Suite 1300  
 City: Austin Zip: 78701  
 District's Telephone Number: (512) 435-2300

**A. BOARD MEMBERS:**

TITLE	FULL NAME OF DIRECTOR (First, M.I., Last)	FULL MAILING ADDRESS (According to U.S. Post Office Standards, www.usps.com)	TELEPHONE NUMBERS			TERM OF OFFICE		
			Business	Fax	Home	Elected (E) Appointed (A) Elected by Precinct (P)	Term Begins (mm/dd/yyyy)	Term Ends (mm/dd/yyyy)
President	W. Scott Norman, Jr.	2802 Windsor Road, Unit B, Austin, Texas 78703	(512) 423-4545			E	11/06/2018	11/08/2022
Vice President	Jay A. Hanna	1011 N. Lamar Blvd., Austin, Texas 78703	(512) 477-2400			E	11/08/2016	11/03/2020
Secretary	David Ruehlman, Jr.	6312 Southwest Parkway, Austin, Texas 78735	(512) 899-1119			E	11/06/2018	11/08/2022
Treasurer	Jill Bickford	809 W. Martin Luther King Blvd., Austin, Texas 78701	(512) 478-0051			E	11/06/2018	11/08/2022
Asst. Sec./Treas.	Denney James	600 Kai Drive, Cedar Park, Texas 78613	(512) 728-8763			E	11/08/2016	11/03/2020

(Note: List information for additional directors on back)

**B. CONSULTANTS AND REPRESENTATIVES (as applicable):**

POSITION	FULL NAME OF INDIVIDUAL	NAME OF FIRM OR ORGANIZATION	FULL MAILING ADDRESS (According to U.S. Post Office Standards, www.usps.com)	TELEPHONE NUMBERS	
				Business	Fax
Operator	Mike Morin	Crossroads Utility Services, LLC	2601 Forest Creek Drive, Round Rock, Texas 78665	(512) 246-1400	(512) 246-1900
Attorney	Gregg C. Krumme	Armbrust & Brown, PLLC	100 Congress Avenue, Suite 1300, Austin, Texas 78701	(512) 435-2300	(512) 435-2360
Engineer	Ken Schroeder	Schroeder Engineering Company	1015 Bee Cave Woods, Suite 203, Austin, Texas 78746	(512) 469-7990	(512) 347-0998
Bookkeeper	Allen Douthitt	Bott & Douthitt, P.L.L.C.	P.O. Box 2445, Round Rock, Texas 78680	(512) 733-0700	(512) 733-0704
Financial Advisor	Cheryl Allen	Public Finance Group LLC	900 South Capital of Texas Hwy., Bldg. IV, Suite 475, Austin, Texas 78746	(512) 382-5420	(512) 382-5490
Tax Collector	Bruce Elfant	Travis County Tax Assessor/Collector	5501 Airport Blvd., Austin, Texas 78751	(512) 854-9473	(512) 854-9235
Agent for Notice	Gregg C. Krumme	Armbrust & Brown, PLLC	100 Congress Avenue, Suite 1300, Austin, Texas 78701	(512) 435-2300	(512) 435-2360
Auditor	Chris Swedlund	McCall Gibson Swedlund Barfoot PLLC	13100 Wortham Center Drive, Suite 235, Houston, TX 77065-5610	(713) 462-0341	(713) 462-2708

\* ALL INFORMATION IS SUBJECT TO THE OPEN RECORDS ACT AND WILL BE MADE AVAILABLE ON OUR WEB SITE (WWW.TCEQ.STATE.TX.US).

## DISTRICT REGISTRATION FORM (continued)

**A. BOARD MEMBERS: (continued)**

TITLE	FULL NAME OF DIRECTOR (First, M.I., Last)	FULL MAILING ADDRESS (According to U.S. Post Office Standards, www.usps.com)	TELEPHONE NUMBERS			TERM OF OFFICE		
			Business	Fax	Home	Elected (E) Appointed (A) Elected by Precinct (P)	Term Begins (mm/dd/yyyy)	Term Ends (mm/dd/yyyy)

**CERTIFICATION:** I certify that the information contained herein is correct and complete to the best of my knowledge.

*Denise L. Motal*

Signature/Title

Legal Assistant to  
Attorney for District

Denise L. Motal  
Printed Name

(512) 435-2300  
Telephone

2-6-19

Date

If you have questions on how to fill out this form or about the Water Districts program, please contact us at 512/239-4691. Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at 512/239-3282.

**C. ADDITIONAL STATUTORY REQUIREMENTS (Texas Water Code):**

1. *Requirements generally applicable to most district and authorities:*

- a. §49.055(d). File copies of directors' sworn statements, bonds, and oaths with the District's records. File copies of directors' sworn statements and oaths with the Secretary of State within 10 days.
- b. §36.054(e) and §49.054(f). File names, mailing addresses and terms of new directors with TCEQ within 30 days after election or appointment.
- c. Audit and financial reports:
  - (1) §49.194(a). File audit with the TCEQ within 135 days of fiscal year end, or §49.197(d). File financial dormancy affidavit with the TCEQ by January 31, or §49.198(c). File annual financial report with the TCEQ within 45 days of fiscal year end.
  - (2) §49.194(c). File audit, financial dormancy affidavit, or financial report with the District's records.
  - (3) §49.194(d). Submit annual filing affidavit to the TCEQ with either audit, financial dormancy affidavit, or financial report.
  - (4) §49.158. Notify the TCEQ of adoption of a fiscal year within 30 days of initial financial activity or after a change in the District's fiscal year.
- d. §49.199(a). Adopt a code of ethics and other policies and procedures.

2. *Requirements applicable to certain district and authorities, as specified in the statutes:*

- a. §49.453. File with the TCEQ the name, address and telephone number of the District's Agent for Notice, the person responsible for issuing forms to comply with the Notice to Purchaser requirements of §49.452.
- b. §49.455. File information form and map, or any amendments, with each county and the TCEQ.
- c. §49.451. Post district name signs at two entrances to the District within 30 days of the District's creation.
- d. §49.062. Publish and file with the TCEQ a resolution establishing a meeting place outside the District.
- e. §49.307(b), §49.301(f) & §49.302. File orders excluding and annexing land with each county and the TCEQ.