

# **SONTERRA MUNICIPAL UTILITY DISTRICT**

## **AGENDA**

**JANUARY 21, 2019**

TO: THE BOARD OF DIRECTORS OF SONTERRA MUNICIPAL UTILITY DISTRICT AND ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Sonterra Municipal Utility District will hold a meeting on **Monday, January 21, 2019, at 6:00 p.m.**, at 113 Limestone Terrace, Jarrell, Texas. The following matters may be considered and acted upon at the meeting:

### **PUBLIC COMMENT**

**PLEASE NOTE: PUBLIC COMMENTS WILL BE TAKEN DURING DESIGNATED PORTIONS OF THE BOARD MEETING ONLY. COMMENTS FROM THE FLOOR ARE NOT ACCEPTED DURING THE BUSINESS PORTION OF THE BOARD MEETING. TO ADDRESS THE BOARD, PLEASE COMPLETE THE PUBLIC COMMENT FORM THAT IS AVAILABLE AT THE ENTRANCE TO THE BOARD MEETING ROOM AT LEAST FIVE MINUTES BEFORE THE TIME THE BOARD MEETING IS SCHEDULED TO BEGIN. AFTER BEING RECOGNIZED BY THE BOARD PRESIDENT, EACH SPEAKER WILL BE ALLOWED UP TO THREE MINUTES TO SPEAK.**

1. Pledges of Allegiance to United States and Texas flags;
2. Board member remarks and citizens communications;

### **DIRECTOR ITEMS**

3. Accept resignation of Director Thornton;
4. Appoint Director to fill vacancy on Board of Directors created by resignation;
5. Swearing in of new Director;
6. Accept Sworn Statement, Oath of Office and Bond for new Director;
7. Election of Officers;

### **AUDIT ITEMS**

8. Audit of District's financial statements for fiscal year ended September 30, 2018, including report from McCall Gibson Swedlund Barfoot PLLC, approval of audit report and representation letter, and authorizing filing of audit report;

### **CONSENT ITEMS**

9. Minutes of December 10, 2018 Board meeting;
10. Revised District Registration Form;

11. Updated account resolutions for District's bank accounts, including:
  - (a) Secretary's Certificate and Resolutions Regarding Operating Account and Capital Projects Fund Account;
  - (b) Secretary's Certificate and Resolutions Regarding Lock Box Clearing Account;
  - (c) Secretary's Certificate and Resolutions Regarding Park and Pool Account;

#### **DISCUSSION/ACTION ITEMS**

12. Manager's report, including:
  - (a) Directive(s);
  - (b) Complaint regarding homes constructed behind homes on Robertson Lane;
13. District security, including review of security patrol reports and status of final payment to City of Jarrell;
14. District park and recreational facilities, including:
  - (a) Directive(s);
  - (b) Park and Trails Subcommittee report;
  - (c) Sidewalk and trail improvements;
  - (d) Park and recreational facilities, including park master plan update;
15. Operator's report, including:
  - (a) Directive(s);
  - (b) Leak detection and water loss report;
  - (c) Billing report;
  - (d) Reverse Osmosis Filling Station report;
  - (e) Report on administration of and compliance with identity theft prevention program, including Resolution Confirming Annual Review of Identity Theft Prevention Program;
16. Water, wastewater, and rate matters, including:
  - (a) Water use restrictions;
  - (b) Water supply and water quality reports;
  - (c) Wholesale wastewater treatment and capacity, including;
    - (i) Update on status of City of Jarrell wastewater treatment plant expansion;

- (ii) Winter-averaging, including Fourth Amendment to Agreement for Wholesale Wastewater Service;
  - (iii) Wastewater Capacity Purchase Agreement;
- (d) District rates and charges, including:
  - (i) Status of rate study update;
  - (ii) Amendment No. 1 to Amended Rate Order;
- 17. Bookkeeper's report, including:
  - (a) Directive(s);
  - (b) Funds transfers;
  - (c) Payment of bills and invoices;
- 18. Engineer's report, including:
  - (a) Directive(s);
  - (b) Engineering status report, including General Services, District Facilities Construction, and Non-District Facilities Construction;
  - (c) Engineering action items, including:
    - (i) Water Plant No. 1 – Phase III 8-inch Waterline and Site Improvements, including approval of final pay estimate and acceptance of the project for operation and maintenance;
    - (ii) Sonterra West Section 12, including approval of any pay estimates and change orders;
    - (iii) Sonterra West Sections 8-O; 10-3, 11-2 and 12C Construction, including approval of any pay estimates and change orders;
    - (iv) Sonterra West Section 11, Phase 3 and Sonterra West Section 12B, including approval of any pay estimates and change orders;
  - (d) Update on status of pump and haul program;
  - (e) Status of Bond Application No. 8;
  - (f) Proposal for preparation of Bond Application No. 9;
- 19. Lone Star Regional Water Authority update, including:
  - (a) Rate study matters;
  - (b) Acquisition of excess capacity and allocation of related costs;

20. Attorney's report, including

- (a) Directive(s);
- (b) Annual review of and Resolution Confirming Annual Review of Written Procedures for Post Bond Issuance Federal Tax Compliance;
- (c) Annual review of and Resolution Confirming Annual Review of Code of Ethics and Financial Investment, Travel, and Professional Services Policy and Amending List of Qualified Brokers;
- (d) Texas Municipal League Intergovernmental Risk Pool Summary of Claim Experience Report.

The Board of Directors is authorized by the Texas Open Meetings Act, Chapter 551, Texas Government Code, to convene in closed or executive session for certain purposes, including receiving legal advice from the District's attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073), discussing personnel matters (Section 551.074) and discussing security personnel or devices (Section 551.076). If the Board of Directors determines to go into executive session to discuss any item on this agenda, the presiding officer will announce that an executive session will be held and will identify the item to be discussed and the provision of the Open Meetings Act that authorizes the closed or executive session.



  
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Attorney for the District

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Sonterra Municipal Utility District is committed to compliance with the Americans with Disabilities Act. Reasonable accommodations and equal access to communications will be provided upon request. Please call Armbrust & Brown, PLLC at (512) 435-2300 for additional information. Hearing or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas program, 1-800-735-2988.