

**SONTERRA MUNICIPAL UTILITY DISTRICT  
MINUTES OF BOARD OF DIRECTOR'S MEETING**

May 17, 2021

THE STATE OF TEXAS           §  
  §  
COUNTY OF WILLIAMSON       §

A meeting of the Board of Directors of Sonterra Municipal Utility District was held on May 17, 2021 via videoconference pursuant to Section 551.127, Texas Government Code, as modified temporarily by Governor Greg Abbott, and pursuant to the related guidance from the office of the Texas Attorney General in connection with the Governor's COVID-19 Disaster Proclamation. Notice of the meeting was given as required by the Texas Open Meetings Act. A copy of the Certificate of Posting of the notice is attached as **Exhibit "A"**. The meeting was open to the public via the website link provided in the meeting notice. An electronic agenda packet for the meeting was provided online via the link included in the meeting notice and the meeting was recorded and made available at the same link.

The videoconference meeting was called to order at 6:01 p.m. and the roll of the members of the Board of Directors was called, as follows:

John Faske	-	President
Darrell Goldman	-	Vice President
Camy Lenn Reynolds	-	Secretary
Raven Dunbar	-	Assistant Secretary
Michael Cosimeno	-	Assistant Secretary

All of the Directors were present. Also present at the meeting were Jason Jones of Jones-Heroy & Associates, Inc.; Dennis Hendrix of Crossroads Utility Services LLC ("Crossroads"); Allen Douthitt of Bott & Douthitt, PLLC; Edward Castro of Landscape Designs and Lawn Care LLC; Carter Dean of Armbrust & Brown, PLLC; Robin Barfield of the Jarrell Community Library (the "Library"); and Betsy Christman, Jennifer Christman, Stephanie Hahn, Jenny Mager, and Michael Kilfoyle, residents of the District.

Director Faske stated that the Board would first receive any Board member remarks or citizens communications. Ms. Magar stated that she was concerned about the increase in vehicle break-ins and crime in the District, and requested an increase in patrol hours provided by the Williamson County Sheriff's Office ("WCSO") for the District. She also expressed concern regarding trash blowing offsite from construction sites. Mr. Kilfoyle asked how much WSCO charged per hour of patrol service. Mr. Douthitt answered that WSCO charged \$45 per hour, plus \$8 per hour for use of patrol vehicles. Ms. Hahn requested that the District install security cameras at the entrances to the District and expressed interest in the District attracting more businesses to the community. Ms. Christman stated that she was also concerned with the increase of crime in the District and asked that the hours of patrol service be increased and more hours be allocated to the time between 12:00 a.m. and 5:00 a.m. She also requested that the District install additional security lighting.

Director Faske next stated that the Board would consider the minutes of the April 19, 2021 Board meeting. Upon motion by Director Goldman and second by Director Faske, the Board voted unanimously to approve the minutes.

Director Faske then announced that the Board would not receive a manager's report, as Mr. Bilger was absent.

Director Faske then stated that the Jarrell Community Library item on the agenda would be considered at the end of the meeting.

Director Faske next stated that the Board would discuss the security items on the agenda, beginning with the security patrol report. Director Reynolds reviewed the report with the Board and stated that she had been in contact with Deputy Kidwell of WCSO and asked that the patrol schedule be adjusted to more frequently patrol between the hours of 12:00 a.m. and 5:00 a.m. She also advised that the pool area should be more heavily concentrated on. She stated that the District currently had WCSO provide 100 hours per month of patrol service, but that she believed additional hours were needed, recommending 150 hours. After discussion, upon motion by Director Reynolds and second by Director Goldman, the Board voted unanimously to increase the patrol hours to 150 hours, if allowed under the District's contract with WCSO. Director Faske asked Director Reynolds whether she had heard additional information from the Jarrell Police Department regarding its ability to provide full time service to the District. She stated that she had not, but would follow up soon. Director Reynolds then stated that a red curb on Quarry Rim Drive had faded and needed to be repainted, noting that truckers had been parking there. She asked Mr. Dean to remind Mr. Bilger to speak with Williamson County about repainting the curb.

Director Faske then stated that the Board would consider the park and recreational facilities items on the agenda. Mr. Dean reviewed the Park Report, attached as **Exhibit "B"**, provided by Mr. Bilger with the Board.

Director Faske next recognized Mr. Castro to present the mowing and landscaping maintenance report to the Board. Mr. Castro reviewed his report and stated that his crew had begun the prep work on the flower beds to plant Zinnias. He then stated that a few trees had been run over on Sonterra Boulevard and a few other locations, and someone had stolen some of his equipment while working in the District, noting that he hoped the increase in security patrol hours would help prevent issues like these.

Director Faske then stated that the Board would receive a report from the District operator. Mr. Hendrix presented Crossroads' report, attached as **Exhibit "C"**, and reviewed it with the Board. He advised the Board that, as of the end of April, the District had 3,195 occupied single-family connections, an estimated population of 9,585, and a total of 3,739 accounts and that there had been 72 new taps sold in April and a total of 383 for the fiscal year to date. Mr. Hendrix reported that there had been a water loss of 0.68% during the prior reporting period, which he noted was down significantly from the prior month. He then reported that he had met with Elston Johnson to tour the District's facilities for purposes of preparing a risk and resiliency assessment for purposes of complying with America's Water Infrastructure Act of 2018 (AWIA). Mr. Hendrix concluded his report by stating that HydroPro had installed a base station on the District's water tower pursuant to the lease agreement permitting same, and that the District had received its first shipment of electronic meters for installation.

Director Faske then recognized Mr. Jones for the purpose of receiving the engineer's report. Mr. Jones called the Board's attention to and reviewed his report, attached as **Exhibit "D"**. He first reviewed the construction summary table included in his report. He next stated that the Cool Water Phase 1 facilities were not yet completed, and that the contractor was working to complete the remaining punch-list items. He then presented Change Order No. 6 and the Final Pay Application – Retainage No. 3, attached collectively as **Exhibit "E"**, from TTE, LLC in the amounts of \$3,125 and \$8,125 respectively, for the Water Treatment Plant Nos. 1 and 2 Upgrades and recommended approval, as well as acceptance of the project for operation and maintenance. Upon motion by Director Goldman and second by Director Cosimeno, the Board voted unanimously to approve the change order and pay application, and to accept the project for operation and maintenance. Mr. Jones next presented the following Pay Applications from

DNT Construction, LLC and recommended approval: Pay Application No. 7 for Eastwood Phase I in the amount of \$471,280.54; Pay Application No. 6 for Eastwood Phase II in the amount of \$8,316; and Pay Application No. 6 for Eastwood Phase III in the amount of \$12,379.50, attached collectively as **Exhibit "F"**. Upon motion by Director Goldman and second by Director Dunbar, the Board voted unanimously to approve the pay applications. Mr. Jones next stated that bids were opened for Eastwood Sections 4, 5, and 6, and recommended award of the contract to Liberty Civil Construction, LLC in the amount of \$3,914,381.78. Upon motion by Director Goldman and second by Director Cosimeno, the Board voted unanimously to award the contract to Liberty Civil Construction, LLC. Mr. Jones then presented the following agreements between the District and Cool Water Municipal Utility District ("*Cool Water MUD*") to the Board: Joint Wastewater Facilities Agreement (Eastwood Phases I, II, and III), attached as **Exhibit "G"**; Joint Wastewater Facilities Agreement (Cool Water Phase 1 Wastewater Interceptor) , attached as **Exhibit "H"**; and Joint Water and Wastewater Facilities Agreement (Sonterra Section 13) , attached as **Exhibit "I"**. He explained that each agreement would allocate the costs of design and construction of facilities that will be used by both districts between the districts. After discussion, upon motion by Director Goldman and second by Director Cosimeno, the Board voted unanimously to approve each of the agreements, subject to final revisions to be made by Mr. Dean upon his and Mr. Jones' review. Mr. Jones then stated that the next round of offsite utility easements that the District would need to acquire to serve Cool Water MUD would be to construct a wastewater interceptor that would flow from CR 315 to CR 314. Mr. Jones then stated that the pass-through agreement with the City of Jarrell (the "*City*") for Cornhill Business Park was still under review by the City. He next announced that the Texas Commission on Environmental Quality had finally approved the Districts water impact fee. He concluded his report by stating that a bid opening for the Water Treatment Plant High Service Pump Upgrades was scheduled for June 3<sup>rd</sup>.

Director Faske then stated that the Board would receive a report from the District's bookkeeper. Mr. Douthitt reviewed the bookkeeper's report attached as **Exhibit "J"** and recommended approval of six transfers, the Director and vendor payments, and the renewal of four certificates of deposit. He then reported that the District was approximately \$74,000 ahead of budget for the month, primary due to the receipt of additional connection fees. After discussion, upon motion by Director Goldman and second by Director Cosimeno, the Board voted unanimously to approve the transfers, the Director and vendor payments, and the renewal of the certificates of deposit.

Director Faske then announced that the Board would consider emergency response matters. Director Reynolds reported that she had attended the newly formed task force, comprised of representatives from the local government entities in the area such as the City and the District. She stated that the task force had discussed a chain of command for distributing information among the governments for disseminating to the public. Mr. Dean stated that he had been in contact with the emergency coordinator for Williamson County and would schedule a meeting with him and Directors Reynolds and Cosimeno to discuss the District's potential adoption of the Everbridge emergency notification system. Mr. Dean then stated that the interconnection agreement with Lone Star Regional Water Authority (the "*LSRWA*") was still in process. Mr. Jones stated that the attorney for the LSRWA still needed to make revisions to the agreement requested by Mr. Jones.

Director Faske next stated that the Board would receive the attorney's report. Mr. Dean reported that Governor Greg Abbott's Disaster Proclamation had been extended, but that he was not sure whether it would be extended again. He then asked whether the Board would like to resume holding its meetings in-person. The Board generally agreed that this was preferable. Mr. Dean stated that he would arrange for the next Board meeting to be held in person at the District's office.

Director Faske then stated that the Board would consider the Jarrell Community Library item on the agenda and recognized Ms. Barfield. Ms. Barfield thanked the District for its support of the Library over the years, and requested that the District waive rent to the District for the next fiscal year. Director Faske announced that the Board would convene in executive session at 7:18 p.m. to discuss the matter pursuant to Section 551.072 of the Texas Government Code. At 7:39 p.m. Director Faske reconvened the Board in open session, and stated that no action had been taken during executive session. Director Faske stated that the Board would waive rent payments from the Library for its use of the District's office through the end of the year, but would require payment after that. The Board directed Mr. Dean to draft an amendment to the lease agreement with the Library to extend the term through the end 2021, with the rent waived, and to draft a new lease agreement beginning January 1, 2022 for a one year term.

Director Reynolds asked Mr. Dean to contact the District's website manager to fix an issue with the District's website that caused certain users clicking the link to the Crossroads website to be taken to Crossroads' old website. Mr. Dean stated that he would reach out to the website manager to resolve the issue.

There being no further business to come before the Board, the meeting was adjourned.

(SEAL)



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Camy Lenn Reynolds  
Secretary, Board of Directors

Date: June 21, 2021