

**SONTERRA MUNICIPAL UTILITY DISTRICT  
MINUTES OF BOARD OF DIRECTORS MEETING**

July 19, 2021

THE STATE OF TEXAS           §  
  §  
COUNTY OF WILLIAMSON       §

A meeting of the Board of Directors of Sonterra Municipal Utility District was held on July 19, 2021, at 113 Limestone Terrace, Jarrell, Texas. The meeting was open to the public and notice 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 called to order at 6:00 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 Reynolds	-	Secretary
Raven Dunbar	-	Assistant Secretary
Michael Cosimeno	-	Assistant Secretary

All of the Directors were present, thus constituting a quorum. Also present at the meeting were Andy Bilger of Vecindario Management, LLC; Jason Jones of Jones-Heroy & Associates, Inc.; Dennis Hendrix of Crossroads Utility Services LLC (“Crossroads”); Tricia Melton of Bott & Douthitt, PLLC; Edward Castro of Landscape Designs and Lawn Care LLC; and Carter Dean of Armbrust & Brown, PLLC.

After the Pledges of Allegiance to the United States and Texas flags, Director Faske stated that the Board would receive any Board member remarks or citizens communications. There being none, Director Faske stated that the Board would consider approving the minutes of the June 21, 2021 Board meeting. Upon motion by Director Cosimeno and second by Director Reynolds, the Board voted unanimously to approve the minutes of the Board meeting, as presented.

Director Faske then announced that the Board would next receive the manager’s report and recognized Mr. Bilger. Mr. Bilger stated that there had been 22 rain day delays on the construction of the splash pads; the total cost of constructing the splash pads, shade structures, and decking at the pool was around \$640,000; the play set to be installed would be for all ages, rather than strictly for younger kids; construction of the splash pad outside of the pool area would begin in the next two weeks; and the developer would soon solicit bids for construction of a portion of a linear trail and a pump track. He next stated that the District currently had around \$1,200,000 on hand that it could apply toward parks and recreational facilities. He then stated that Mr. Dean was preparing an amendment to the District’s current lease-purchase agreement with the Sonterra West Homeowners’ Association to include some of the facilities currently being constructed. Mr. Bilger asked Mr. Jones when the District could issue its first parks and recreational facilities bonds, to which Mr. Jones replied likely sometime in 2021, after at least 90% of the District’s utilities had been constructed. Mr. Bilger stated that, eventually, the District may want to construct a pavilion, including a basketball court, and a second pool. Mr. Bilger closed his report by stating that the old play set that was being replaced would be moved to another location. Ms. Reynolds asked Mr. Bilger when the splash pad outside of the pool area would take to construction. Mr. Bilger stated that it would likely be completed in August, and

that the splash pad located in the pool area would likely be completed within two weeks. He added that the splash pad outside of the pool area would be open year-round.

Director Faske then stated that the Board would consider the parks and recreational facilities items on the agenda. Mr. Bilger stated that, considering all the parks and recreational facilities that were constructed, and would be constructed, in the District, the Board should consider hiring a full-time, year-round parks and recreational director to coordinate use of the facilities, including the pool, and related events. Director Cosimeno stated that he would send some relevant information to Mr. Dean, who could draft a job description for consideration at the next Board meeting. Director Goldman asked Mr. Bilger if the parks and recreational director's scope would include Cool Water Municipal Utility District ("*Cool Water MUD*"). Mr. Bilger stated that that would be ideal, and asked Mr. Dean to raise the possibility with Mr. Abbott, the attorney for Cool Water MUD.

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 the patrol officers had provided 150 hours of patrol services in June, and that the officers had shifted their resources toward patrolling the pool area at night. She noted that four arrests had been made during June for narcotics, burglary, and DWI. Mr. Dean stated that the Board would consider renewal of the District's agreement with the Williamson County Sheriff's Office for patrol services at the next Board meeting, since the current agreement was set to expire at the end of September.

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 irrigation and sod had been installed at the pool; the hedges and roses had been trimmed; and dead trees along Bailey Park, Woodpecker, and CR 313 had been removed. He then reviewed the irrigation repairs completed during June.

Director Faske then stated that the Board would receive a report from the District operator. Mr. Hendrix presented Crossroads' report, attached as **Exhibit "B"**, and reviewed it with the Board. He advised the Board that, as of the end of June, the District had 3,321 occupied single-family connections, an estimated population of 9,963, and a total of 3,692 accounts and that there had been 3 new taps sold in June and a total of 410 for the fiscal year to date. Mr. Hendrix reported that there had been a water loss of 0.69% during the prior reporting period, which he noted was down significantly from the prior month. Mr. Hendrix stated that he had no write-offs to request. He then reported that operations were generally looking good. Director Reynolds asked for a status update regarding providing a water meter for the elementary school located within the District. Mr. Hendrix stated that he and Mr. Jones were still in conversations with the engineer for the school.

Director Faske then stated that the Board would consider the proposal from PostNet for mails-outs regarding non-flushable items. Mr. Hendrix reviewed the proposal and draft mail-out attached as **Exhibit "C"** and stated that the mail-out was only one page so that people would actually read it. He added that this mail-out had been sent to residents in another water district he worked and that the amount of non-flushable items in the system had decreased as a result. Director Cosimeno asked that the mail-out be sent in both English and Spanish, and Director Reynolds asked that the information also be posted to the District's website. After discussion, upon motion by Director Cosimeno and second by Director Reynolds, the Board voted unanimously to approve the proposal, as presented.

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 reported that no action was needed this month with respect to construction of the

Water Treatment Plant No. 1 High Service Pump Station, but that he would issue a “notice to proceed” to the contractor soon. He then informed the Board that Bond Application No. 11 had been submitted to the Texas Commission on Environmental Quality and had been deemed administratively complete, noting that he believed the bonds would be issued that fall. He next presented the following pay applications and change orders from DNT Construction, LLC: (i) Pay Application No. 9 for Eastwood Phase I in the amount of \$259,714.39; (ii) Pay Application No. 8 for Eastwood Phase II in the amount of \$19,740.37; (iii) Pay Application No. 8 for Eastwood Phase III in the amount of \$125,197.87; and (iv) Change Order No. 1 for Eastwood Phase III in the amount of -\$45,000, attached collectively as **Exhibit “E”** and recommended approval. Upon motion by Director Faske and second by Director Goldman, the Board voted unanimously to approve the pay applications and change order. Mr. Jones then presented Pay Application No. 2 from Liberty Civil Construction, LLC in the amount of \$488,007.43 and Change Order No. 1 in the amount of \$2,875.36 for Eastwood Sections 4, 5, and 6, attached collectively as **Exhibit “F”** and recommended approval. Upon motion by Director Faske and second by Director Goldman, the Board voted unanimously to approve the pay application and change order. Mr. Jones then stated that the City of Jarrell (“*City*”) had expressed interest in splitting the cost of the easements to be acquired adjacent to Willis Creek for the District’s offsite wastewater interceptor. Mr. Dean stated that he would prepare the necessary interlocal agreement. Mr. Jones then stated that he was still waiting on the City to execute the Fifth Amendment to Agreement for Wholesale Wastewater Service that the Board had approved at its prior meeting. He concluded his report by stating that the offsite utility easement acquisition from Mr. Templeton was in process, but that the Board may need to consider condemnation of the easement, if necessary.

Director Faske then stated that the Board would receive a report from the District’s bookkeeper. Ms. Melton reviewed the bookkeeper’s report attached as **Exhibit “G”** and recommended approval of five transfers, the Director and vendor payments, and the District’s upcoming bond payments. She then stated that the District had collected over 99% of its 2020 tax levy and that the District had a large positive budget variance for the year, since collections from new connections had been much higher than anticipated. 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 bond payments.

Director Faske then announced that the Board would consider emergency response matters. Mr. Dean stated that he was attempting to arrange a meeting between the Board’s Emergency Response Subcommittee and the emergency response staff members of the City and the County to discuss District implementation of the Everbridge emergency notification system.

Director Faske then recognized Mr. Dean for the attorney’s report. Mr. Dean reviewed the Texas Municipal League Intergovernmental Risk Pool Summary of Claim Experience Report with the Board.

Director Faske then stated that the Board would consider matters related to America’s Water Infrastructure Act of 2018. Mr. Jones stated that he would have a proposal from Elston Johnson and Association for completion of the District’s emergency response plan for presentation to the Board at its next meeting.

Director Faske then stated that the Board would consider its future meeting schedule. The Board generally agreed that it would hold a special meeting for purposes of reviewing the draft budget for fiscal year 2021-2022 on August 11, 2021 at 4:00 p.m. by video conference.

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

(SEAL)



  
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Camy Reynolds  
Secretary, Board of Directors

Date: August 13, 2021