

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

April 17, 2023

THE STATE OF TEXAS §
 §
COUNTY OF WILLIAMSON §

A meeting of the Board of Directors of Sonterra Municipal Utility District was held on April 17, 2023, 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:

Camy Reynolds	-	President
John Faske	-	Vice President
Michael Cosimeno	-	Secretary
Raven Dunbar	-	Assistant Secretary
Sherry Roark	-	Assistant Secretary

All of the Directors were present, thus constituting a quorum. Also present at the meeting were Jason Jones and Keith Collins of Jones-Heroy & Associates, Inc.; Dennis Hendrix of Crossroads Utility Services LLC ("Crossroads"); Allen Douthitt of Bott & Douthitt, PLLC; Carter Dean of Armbrust & Brown, PLLC; Eddie Castro of Landscape Designs & Lawn Care; Andy Bilger and Darrell Goldman of Vecindario Management, LLC; Janet Hage of the Jarrell Community Library and Resource Center (the "Library"); Evan Cuyler of Covey Landscape; and Chelsie Odom and Frederick Graham, residents of the District.

After the Pledges of Allegiance to the United States and Texas flags, Director Faske stated that the Board would receive any Board member remarks and citizens communications. There being none, Director Faske stated that the Board would consider the minutes of the March 20, 2023 Board meeting. Upon motion by Director Cosimeno and second by Director Reynolds, the Board voted unanimously to approve the minutes, as presented.

Director Faske next stated that the Board would consider the engagement of Covey Landscape for landscape architecture services in connection with District parks and recreational facilities and the District's park plan. Mr. Jones advised the Board that, since at least 90% of the District's projected development had occurred, the District could issue parks and recreation bonds, but that it needed to amend its park plan first. Mr. Cuyler introduced himself and briefly reviewed the qualifications of and services provided by his firm, Covey Landscape. He then stated that he would bring proposals to the next Board meeting for consideration, including one for the creation of a new park plan and another for the review of existing facilities in connection with the District's prospective parks and recreation bond issue. Director Faske asked Mr. Dean to send the information about Covey Landscape that Mr. Cuyler had sent him to the Board for review between meetings.

Director Faske then stated that the Board would consider the rescission of Ms. Odom's trespass warning and ban from the District pool, which had been in place since the end of the 2021 pool season. Ms. Odom apologized for her actions that had resulted in her ban and asked that the ban be lifted. Mr. Graham also asked for his ban to be lifted. Director Faske stated that

the Board would receive legal advice regarding the issue in an executive session later during the meeting, then render a decision as to Ms. Odom's ban.

Director Faske then stated that the Board would consider a request from the Library to allow the placement of "Free Little Libraries" at the District's pool, clubhouse, and playground. Director Reynolds stated that, while she liked the idea generally, she thought that the books would likely not be respected at these locations and likely to suffer damage and vandalism. The Board generally agreed and directed Mr. Dean to inform Susan Gregurek of the Library of its decision, and that it would consider other locations at which the installations would be less likely to experience poor treatment.

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 "B"** and recommended approval of the transfers and the Director and vendor payments as listed in his report. Upon motion by Director Cosimeno and second by Director Reynolds, the Board voted unanimously to approve the transfers and the Director and vendor payments.

Director Faske then stated that the Board would consider the purchase of laptops or tablets for Directors. Board discussion ensued. After discussion, upon motion by Director Reynolds and second by Director Cosimeno, the Board voted unanimously to approve the purchase of four tablets for an amount not to exceed \$2,500, with the stipulations that the tablets be used only by Directors for District business, that the tablets at all times remain District property, and that Directors return the tablets at the end of their Board tenure. Mr. Dean stated that he would ensure that hard copies of meeting agendas and packets were only prepared for himself and Director Faske, going forward.

Director Faske next stated that the Board would receive a report from the District manager. Mr. Goldman reported that the renovations at the pool had been completed; that the ice machine had been delivered and would soon be installed at the pool to replace the reverse osmosis water system; and that bike path may need to be maintained on a monthly basis due to the tendency for it to wash out due to rain. Mr. Bilger stated that there were a few actions that the developer could take with respect to the bike path to help decrease the frequency of maintenance required. Mr. Goldman then stated that he believed that landscaping should be installed at the pump track and that he would discuss further with Director Faske outside of the meeting.

Director Faske then stated that the Board would consider matters related to parks and recreational facilities. Mr. Goldman asked the Board when the lights at the basketball court should be turned off. The Board generally agreed that 10:00 p.m. was appropriate. Mr. Goldman then informed the Board that the Cool Water amenity center and pool would not be completed in time to open during the 2023 pool season. Director Cosimeno stated that the District should take out additional advertisement space in My Jarrell Magazine to further advertise the District's parks for use by its residents. Director Reynolds recused herself from discussion regarding the matter. Mr. Goldman stated that the District should also, eventually, have signs installed for its various parks and recreation facilities. After discussion, upon motion by Director Dunbar and second by Director Cosimeno, the Board voted 4-0-1 in favor of authorizing Mr. Goldman to work with Director Cosimeno and Director Dunbar to consider and approve a series of advertisements in My Jarrell Magazine to advertise the District's parks. Director Reynolds abstained from the vote. Director Reynolds stated that the District's website needed to be redesigned. The Board agreed. Director Faske asked Messrs. Goldman and Dean to identify potential vendors for this purpose for Board consideration.

Director Faske next announced that the Board would consider items related to District security. Director Reynolds reviewed the security patrol report with the Board, noting that a

large number of the patrol hours provided during recent months had been at the playground, since a large number of children and teenagers were often at the park. Board discussion ensued regarding how to handle criminal mischief at the playground, and its use at night. Director Reynolds stated that she would discuss the issues with Deputy Kidwell. The Board directed Mr. Dean to review the District's rules and, if necessary, propose new or amended rules that would prohibit use of the playground after dark.

Director Faske then stated that the Board would consider mowing and landscape maintenance items, including the First Amendment to Landscape Maintenance Agreement. Mr. Dean stated that the First Amendment to Landscape Maintenance Agreement, attached as **Exhibit "C"**, amended the Landscape Maintenance Agreement by adding certain additional services to the areas maintained along CR 314 in the Eastwood subdivision and increasing compensation accordingly. Upon motion by Director Cosimeno and second by Director Roark, the Board voted unanimously to approve the First Amendment to Landscape Maintenance Agreement.

Director Faske then stated that the Board would receive a report from the District's operator. Mr. Hendrix presented Crossroads' report, attached as **Exhibit "D"**, and reviewed it with the Board. He advised the Board that, as of the end of March, the District had 4,043 occupied single-family connections and a total of 4,247 accounts and that there had been 15 new taps sold in March and a total of 723 for the fiscal year. Mr. Hendrix reported that there had been a water loss of 8.46% during the prior reporting period and four write-offs. He then stated that Fiber First had hit a water main, resulting in Crossroads issuing a "boil water notice" to the 44 affected homes until Crossroads made the necessary repair. He added that Crossroads would backbill Fiber First for the cost of the repairs. Mr. Hendrix then stated that Crossroads was working on syncing its billing system with the app used with the electronic meters, so that the app could be used to notify District customers of certain emergency situations in the future. He then stated that he had been asked to look into the feasibility of purchasing a "water buffalo" tank for use during an emergency, but that he didn't think purchasing such an item was necessary due to the District's redundancy of water sources. Director Dunbar asked Mr. Hendrix to further consider the possibility. Director Reynolds asked Mr. Dean to remove the operator's directive dating back to 2019, since it had been completed. Mr. Hendrix then presented a proposal from Hach attached as **Exhibit "E"** for quarterly maintenance at the District's water plant for two years, noting that the equipment to be maintained was Hach equipment. Mr. Hendrix concluded his report by stating that there were only a few meters that still needed to be replaced with the electronic meters. The Board directed Mr. Hendrix to dispose of the old meters in an appropriate manner.

Director Faske then recognized Mr. Jones for the purpose of receiving the engineer's report. Mr. Jones reviewed his report with the Board, attached as **Exhibit "F"**, and provided an update regarding development projects currently underway. Mr. Jones stated that, due to water discoloration issues at the Trinity Well, he recommended approval of a proposal from Aqua-Tech for approximately \$3,300 and a proposal from Dubois Well Services for approximately \$2,500, for the investigation of water quality at the well. He advised that testing of the well would require it to be temporarily shut off, which would result in the District's purchase of additional water from the Lone Star Regional Water Authority during that time. Upon motion by Director Dunbar and second by Director Cosimeno, the Board voted unanimously to approve the proposals. Mr. Jones stated that he would likely return to the Board following the testing of the well with a proposal to resolve the discoloration issue, which may involve capital improvements. Mr. Jones next stated that Williamson County's CR 313 and 314 realignment project would likely result in certain District utility lines needing to be relocated. He then stated that construction of the Willis Creek wastewater interceptor was expected to begin that summer, in coordination with the developer and the City of Jarrell. Mr. Jones then recommended for approval Pay Application No. 19 from TTE for construction of Water Treatment Plant No. 1 High Service

Pump Station, attached as **Exhibit "G"**. Upon motion by Director Faske and second by Director Reynolds, the Board voted unanimously to approve the Pay Application No. 19. Mr. Jones concluded his report by informing the Board that he had submitted the District's water use projections to the Lone Star Regional Water Authority for the 2024 water year.

Director Faske stated that the Board would receive a report from the District's attorney. Mr. Dean presented the Joint Facilities Agreement [Sonterra & Cool Water Drainage Facilities], attached as **Exhibit "H"**, to the Board, which he stated split the cost of maintenance of the drainage facilities located on certain land located in Cool Water MUD that received drainage from both districts. Upon motion by Director Cosimeno and second by Director Reynolds, the Board voted unanimously to approve the agreement. Mr. Dean then stated that Williamson County planned to have a road and park bond election in November 2023 and was asking districts to submit requests for County assistance with road and parks projects. The Board directed Mr. Dean to draft a letter to the County requesting the County to install certain crosswalks in the District, as had been previously requested. Mr. Dean concluded his report by referring the Board to the erosion control inspection report detailing the prior requests for corrective action and penalties for violation of the District's rules regarding erosion control.

Director Faske announced at 7:35 p.m. that the Board would convene in executive session to receive legal advice from Mr. Dean pursuant to Section 551.071 of the Texas Open Meetings Act regarding potentially rescinding Ms. Odom's trespass warning and ban from the District pool. Director Faske announced at 8:09 p.m. that the Board would reconvene in open session and that no action had been taken during executive session. Upon motion by Director Roark and second by Director Faske, the Board voted unanimously to approve the proposal from Municipal Solutions, attached as **Exhibit "I"**, for the recruitment of a District park manager. The Board then directed Mr. Dean to inform Ms. Odom that her ban from the pool had been lifted, but that she would be permanently banned if she was involved in another incident. The Board additionally asked Mr. Dean to obtain any reports or other evidence regarding the incident for its consideration regarding readmitting Mr. Graham to the pool. The Board asked that the next agenda include an item regarding whether to hold a park bond election. Mr. Dean stated that he include an election calendar for a November election in the packet.

Director Faske stated that the Board would consider its future meeting schedule and agenda items. The Board generally agreed that it would meet next month on its regular meeting date.

There being no further business to come before the Board, the meeting was adjourned at 8:09 p.m.

(SEAL)



Date: May 15, 2023



Michael Cosimeno
Secretary, Board of Directors