

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

May 15, 2023

THE STATE OF TEXAS           §  
  §  
COUNTY OF WILLIAMSON       §

A meeting of the Board of Directors of Sonterra Municipal Utility District was held on May 15, 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 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; Darrell Goldman of Vecindario Management, LLC; Deputy John Kidwell of the Williamson County Sheriff’s Office; Travis Crow of Covey Landscape; and Tom Slowbe and Traci Anderson, members of the public.

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. Director Dunbar read a comment from a resident who owns a non-profit basketball league asking when the basketball pavilion would be open for use. Mr. Goldman stated that it would be open for use next week, but there was no reservation system in place yet. Director Reynolds stated that the District should wait until a parks and recreation manager had been hired to implement a reservation system.

Director Faske next stated that the Board would consider the minutes of the April 17, 2023 Board meeting. Upon motion by Director Reynolds and second by Director Cosimeno, the Board voted unanimously to approve the minutes, as presented.

Director Faske then stated that the Board would consider a request for amendment to the Interlocal Agreement for Pass-Through Wastewater Service and Fire Flow Water Capacity [Cornhill Business Park] with the City of Jarrell. Mr. Slowbe addressed the Board and stated that he had purchased the land that would be developed as the Cornhill Business Park and wished to have the subject agreement amended to include land not originally included. He added that he would also like the agreement to be amended to provide for fire flow capacity from the District on the property, rather than only in the right-of-way. Board discussion ensued regarding the merits of the project, including the potential to create jobs, and any potential issues with amending the agreement, as requested. Mr. Jones then reviewed Mr. Slowbe’s request from an engineering perspective. After discussion, upon motion by Director Reynolds and second by Director Cosimeno, the Board voted unanimously to authorize Messrs. Jones and Dean and negotiate and amendment to the agreement with Mr. Slowbe for presentation to the

Board at a later date, stipulating that the project would be granted no additional LUEs of service.

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. Mr. Douthitt then reviewed the Resolution Authorizing Transfers of Funds and Payment of Expenses attached as **Exhibit "C"** with the Board, which he explained would continue the current process of allowing Bott & Douthitt to sign checks and transfers approved by the Board, rather than requiring three Board member signatures. Upon motion by Director Cosimeno and second by Director Dunbar, the Board voted unanimously to approve the resolution.

Director Faske next stated that the Board would receive a report from the District manager. Mr. Goldman stated that the District's website needed additional server space and recommended purchase of additional space to be billed on a monthly basis. Upon motion by Director Reynolds and second by Director Cosimeno, the Board voted unanimously to approve purchase of additional server space on a monthly basis. Mr. Goldman then reviewed the proposals from PlayWorks and Fun Abounds for playground equipment attached collectively as **Exhibit "D"** with the Board. Upon motion by Director Reynolds and second by Director Cosimeno, the Board voted unanimously to approve the proposals. Mr. Dean then stated that he had learned of a company named Granicus that he believed may be the right company to redesign the District's website. Upon motion by Director Reynolds and second by Director Faske, the Board voted unanimously to authorize Mr. Dean to arrange a meeting between Granicus and a subcommittee comprised of Director Cosimeno and Director Dunbar to discuss the possibility of the redesign of the District website.

Director Faske then stated that the Board would consider matters related to parks and recreational facilities. Director Goldman discussed staffing of the pool for the summer, noting that Danielle Mitchell had been put in charge of this. Director Reynolds asked Mr. Goldman to ensure that the pool manager who was hired was an adult, and to confirm this with Director Reynolds. Mr. Goldman then stated that soccer goals would be installed at the soccer field soon. Board discussion ensued regarding how to address maintenance of pump track and trail maintenance. Mr. Crow then addressed the Board regarding of the engagement of his firm, Covey Landscape, for landscape architecture services in connection with District parks and recreational facilities and the District's park plan. Mr. Crow reviewed the proposal to create a new District park plan. Director Faske noted that various items included in the proposal were not necessary for the District's purposes and asked Mr. Crow to submit a revised proposal to the Board for consideration at its next meeting. The Board then considered ratification of the agreement with Municipal Solutions for recruitment services executed between Board meetings. Upon motion by Director Reynolds and second by Director Cosimeno, the Board voted unanimously to ratify execution of the agreement. Mr. Goldman then presented a proposal from an agreement with Kings III Emergency Communications for an emergency phone at the pool **Exhibit "E"**, stating that the old one no longer worked. After discussion, upon motion by Director Faske and second by Director Reynolds, the Board voted unanimously to approve the proposal and agreement, with the selection of "Option 1", subject to revision of the contract language by Mr. Dean.

Director Faske next announced that the Board would consider items related to District security. Deputy Kidwell addressed the Board and stated that the patrol officers were flexible and could modify their patrol routes and hours if deemed necessary by the Board. He added that the crime levels in the District were generally lower than those in other water districts of similar size. He then discussed the incident that had occurred at the pool during the summer of 2021,

which had resulted in the issuance of criminal trespass warnings to three District residents. He noted that one of the residents no longer lived in the District. After discussion, the Board directed Deputy Kidwell to have a supplemental report filed to lift the criminal trespass warnings for Ms. Odom and Mr. Graham.

Director Faske then stated that the Board would consider mowing and landscape maintenance items. Mr. Goldman advised that Mr. Castro had a scheduling conflict and was unable to attend the meeting.

Director Faske then stated that the Board would receive a report from the District's operator. Mr. Hendrix presented Crossroads' report, attached as **Exhibit "F"**, and reviewed it with the Board. He advised the Board that, as of the end of April, the District had 4,062 occupied single-family connections and a total of 4,279 accounts and that there had been 25 new taps sold in April and a total of 84 for the fiscal year. Mr. Hendrix reported that there had been a water loss of 8.08% during the prior reporting period and two write-offs. He then recommended approval of a proposal from Dubois Well Services attached as **Exhibit "G"** to inspect Well No. 2. Upon motion by Director Faske and second by Director Reynolds, the Board voted unanimously to approve the proposal. Mr. Hendrix then asked if the Board would like to switch its retail electric provider for certain operations facilities to NRG and presented the Authorization Agreement attached as **Exhibit "H"**, and stated that services with NRG would be less expensive than the current provider. Upon motion by Director Faske and second by Director Cosimeno, the Board voted unanimously to use NRG as its retail electric provider.

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 "I"**, and provided an update regarding development projects currently underway. Mr. Jones then recommended for approval Pay Application No. 20 from TTE for construction of Water Treatment Plant No. 1 High Service Pump Station in the amount of \$40,383.94, attached as **Exhibit "J"**. Upon motion by Director Faske and second by Director Cosimeno, the Board voted unanimously to approve the Pay Application No. 20. Mr. Jones concluded his report by stating that the high service pump station should be complete sometime this summer.

Director Faske then stated that the Board would consider budget and tax items. Mr. Dean reviewed the preliminary estate of 2023 taxable value attached as **Exhibit "K"** and the schedule for adopting the District's 2023-2024 budget and 2023 tax rate with the Board. The Board agreed to move its September meeting date to September 11th in order to comply with Williamson County's deadline to submit the District's tax rate.

Director Faske stated that the Board would receive a report from the District's attorney. Mr. Dean presented the memorandum regarding the Lead and Copper Rule Revisions attached as **Exhibit "L"** with the Board, stating that compliance with the new rules would be a significant undertaking that the District would need to budget for. Mr. Hendrix discussed generally what the District would need to do to comply with the revisions, including submitting an inventory of services lines to the TCEQ by October 16, 2024. The Board directed Crossroads to present a plan and any related proposals for compliance at a subsequent meeting, and to obtain the plumbing inspections and any other information regarding the District's service lines from the builders. Mr. Dean next reviewed the erosion control inspection report with the Board. Mr. Dean then reviewed the draft Order Establishing Rules and Regulations Governing District Parks and Recreational Facilities with the Board, and requested that the Board send him any comments or revisions to the order.


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 8:39 p.m.

(SEAL)



Date: June 26, 2023



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Michael Cosimeno  
Secretary, Board of Directors