

**SONTERRA MUNICIPAL UTILITY DISTRICT**

**AGENDA**

**August 14, 2023**

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 regular meeting on **Monday, August 14, 2023 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: COMMENTS FROM MEMBERS OF THE PUBLIC 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 public comment;

**DIRECTOR ITEMS**

3. Resignation of Director Reynolds;
4. Appoint director to fill vacancy (created by resignation of Director Reynolds);
5. Sworn Statement, Oath of Office, and director bond for new director;
6. Election of Officers;
7. Revised District Registration Form;
8. Revised account resolutions, including:
  - (a) Resolution Approving Change in Bank Signatories and Change Certificate (Bookkeeper's Account);
  - (b) Resolution Approving Change in Bank Signatories and Change Certificate (Operating Account and Capital Projects Fund Account);
  - (c) Resolution Approving Change in Bank Signatories and Change Certificate (Lockbox Clearing Account);

- (d) Resolution Approving Change in Bank Signatories & Change Certificate (Park and Pool Account);

**CONSENT ITEMS**

*(These items may be approved collectively or individually. Any of these items may be pulled for discussion upon the request of any Board member.)*

- 9. Minutes of July 17, 2023 regular and special Board meetings;
- 10. Plumbing Inspection Services Agreement with Roadrunner Inspection Services (current agreement expires September 30, 2023);
- 11. Website services, including renewal of Website Maintenance Agreement with James Williams (current agreement expires September 30, 2023);

**BUDGET AND TAX ITEMS**

- 12. Tax rate classification under Texas Water Code Sections 49.23601-.23603, including recommendations from District engineer and financial advisor;
- 13. 2023/2024 budget and 2023 tax rate, including:
  - (a) 2023 certified appraised values from Williamson Central Appraisal District;
  - (b) Work session on 2023-2024 proposed budget;
  - (c) Establish and take record vote on proposed tax rate;
  - (d) Schedule a public hearing at which adoption of tax rate will be considered;
  - (e) Authorize publication of Water District Notice of Public Hearing on Tax Rate;

**DISCUSSION/ACTION ITEMS**

- 14. Bookkeeper's report and any related action, including:
  - (a) Funds transfers and payment of bills and invoices;
  - (b) Amended and Restated Secretary's Certificate and Resolutions Regarding Operating Account and Capital Project Fund Account;
  - (c) Amended and Restated Secretary's Certificate and Resolutions Regarding Parks and Pool Deposits Account;
- 15. Manager's report and any related action, including:
  - (a) Directives;
  - (b) Any purchase requests or proposals related to District facilities;
  - (c) Hiring of District employees;

16. Parks and recreational facilities and any related action, including:
  - (a) Design, planning, financing, and construction, including:
    - (i) Report from Hitchcock Design Group;
    - (ii) Proposal from Georgetown TV & Audio, LLC for cameras at basketball court;
    - (iii) Proposal for landscape architectural design services for Sonterra Phase 2 trails from Keith Cavet Landscape Architect;
  - (b) New Director of Parks and Recreation and related matters;
  - (c) Pool and clubhouse;
17. District security and any related action, including security patrol report;
18. Mowing and landscape maintenance and any related action, including monthly maintenance report from Landscape Designs & Lawn Care;
19. Operator's report and any related action, including:
  - (a) Directives;
  - (b) Leak detection and water loss report;
  - (c) Billing report and write-offs;
  - (d) Operation, maintenance, and repair of District facilities, including any proposals;
  - (e) Inflow and infiltration into District wastewater system;
  - (f) Consumer Price Index adjustment under Operations Services Agreement;
20. Engineer's report and any related action, including:
  - (a) Directives;
  - (b) Engineering status report, including District General, District Facilities Construction, and Non-District Facilities Construction;
  - (c) Engineering action items, including:
    - (i) Water Treatment Plant No. 1 High Service Pump Station, including approval of any pay estimates and/or change orders;
  - (d) Lone Star Regional Water Authority update;
21. Attorney's report and any related action, including:
  - (a) Directives;

- (b) Erosion control inspections and enforcement of erosion control rules;
- (c) Matters regarding the provision of services to Cornhill Business Park and any related agreements;
- (d) 2023 Legislative session update;
- (e) License Agreement with Williamson County for use of clubhouse for November election;

22. Future meeting schedule and agenda items.

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.

(SEAL)




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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.