

SONTERRA MUNICIPAL UTILITY DISTRICT

AGENDA

September 11, 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, September 11, 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. Appoint director to fill vacancy (created by resignation of Director Reynolds);
4. Sworn Statement, Oath of Office, and director bond for new director;
5. Election of Officers;
6. Revised District Registration Form;
7. 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 (Lock Box Clearing Account);
 - (d) Resolution Approving Change in Bank Signatories & Change Certificate (Park and Pool Account);

BOND ITEMS

8. Arbitrage rebate and yield restriction compliance, including:
 - (a) Arbitrage Compliance Summary from BLX Group LLC;
 - (b) Arbitrage Rebate Review Letter from BLX Group LLC for \$3,264,994 Unlimited Tax and Revenue Bonds, Series 2013 (Computation Period: August 8, 2013 through August 8, 2023);

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 August 14, 2023 Board meeting;
10. Proposal from McCall Gibson Swedlund Barfoot PLLC for audit services for fiscal year ending September 30, 2023, including fraud questionnaire relating to 2023 audit;

BUDGET AND TAX ITEMS

11. 2023 - 2024 budget and 2023 tax rate, including:
 - (a) Conduct a public hearing on District's 2023 tax rate, including recommendation from District's financial advisor;
 - (b) Budget for fiscal year 2023-2024, including approving Resolution Adopting Budget;
 - (c) Record vote on District's 2023 tax rate and adopt Order Levying Taxes;
12. Amended and Restated Information Form;

DISCUSSION/ACTION ITEMS

13. 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 Projects Fund Account;
 - (c) Amended and Restated Secretary's Certificate and Resolutions Regarding Parks and Pool Deposits Account;
14. Manager's report and any related action, including:
 - (a) Directives;
 - (b) Any purchase requests or proposals related to District facilities;
 - (c) Proposal from Hitchcock Design Group for creation of new Parks Master Plan;

- (d) Proposal from Hitchcock Design Group for enhancements to existing amenities;
 - (e) Proposal from KOM Trails for trail and bike park improvements;
15. Director of Parks and Recreation's report and any related action, including:
- (a) Community Event Calendar;
 - (b) Strategic Goals for Fiscal Year 2023-2024;
 - (c) Texas Public Pool Council (TPPC) membership;
 - (d) Texas Recreation and Park Society (TRAPS) membership;
 - (e) National Recreation and Park Association (NRPA) membership;
 - (f) Aquatic Commercial Services;
 - (g) Marketing and branding;
 - (h) Recreation supervisor job description;
 - (i) Maintenance supervisor job description;
 - (j) Monthly expense authorization;
 - (k) Any purchase requests or proposals related to District parks and recreation;
16. District security and any related action, including:
- (a) Security patrol report;
 - (b) Standard Agreement with Interlocal Governmental Entity Regarding Off-Duty Contracting of County Sheriff Deputies with Williamson County Sheriff's Office;
 - (c) Presentation from Flock Safety regarding license plate reading system, including proposal and negotiation of agreement;
17. Mowing and landscape maintenance and any related action, including monthly maintenance report from Landscape Designs & Lawn Care;
18. 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;

19. 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;
 - (ii) Elevated Storage Tank at Water Treatment Plant No. 2, including:
 - (1) Bartlett Electric Cooperative, Inc.'s recommendation regarding approval of costs to relocate electric line and relocation of transformers; and
 - (2) Electric Utility Easement and Covenant of Access in favor of Bartlett Electric Cooperative, Inc.;
 - (3) Review of bids and recommendation of contract award;
 - (d) Lone Star Regional Water Authority update;
20. Attorney's report and any related action, including:
 - (a) Directives;
 - (b) Erosion control inspections and enforcement of erosion control rules;
 - (c) Cornhill Business Park, including:
 - (i) Resolution Approving Out-of-District Services;
 - (ii) Out-of-District Services Agreement [Cornhill Business Park];
 - (iii) First Amendment to Interlocal Agreement for Pass-Through Wastewater Service and Fire Flow Water Capacity [Cornhill Business Park];
 - (d) License Agreement with Williamson County for use of clubhouse for November election;
 - (e) Appointment of Sonterra/Cool Water Joint Park Subcommittee;
 - (f) Appointment of Drought Contingency Plan Subcommittee;
 - (g) Request from Jarrell Community Library and Resource Center to include beverages serving alcoholic beverages at Holiday Craft, Business & Children's Fair, including any amendment to lease agreement;
 - (h) Request from City of Jarrell for identification of prospective utility rate study professionals under wholesale wastewater agreement with City;

- (i) Proposal from and agreement with Granicus for website design, maintenance, hosting, and licensing;
- (j) Amendment to Rate Order;

21. 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)



Attorney for the District

 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.