

**SONTERRA MUNICIPAL UTILITY DISTRICT**

**AGENDA**

**October 16, 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, October 16, 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;
3. Recognition of Danielle Mitchell for years of service as Pool Manager;

**CONSENT ITEMS**

4. Minutes of September 11, 2023 Board meeting;

**DISCUSSION/ACTION ITEMS**

5. Bookkeeper's report and any related action, including:
  - (a) Directives;
  - (b) Funds transfers and payment of bills and invoices;
  - (c) Amended and Restated Secretary's Certificate and Resolutions Regarding Operating Account and Capital Projects Fund Account;
  - (d) Amended and Restated Secretary's Certificate and Resolutions Regarding Parks and Pool Deposits Account;
6. Manager's report and any related action, including:
  - (a) Directives;

- (b) Any purchase requests or proposals related to District facilities, including proposal from Construction Managers of Austin to install PKD access system at basketball court;
  - (c) Proposals from Hitchcock Design Group and Oro Design Group for design, bidding, and construction administration services related to Phase 2 Trails and Pool Renovation;
  - (d) Proposals from KOM Trails for Phase 2 New Granite Trail Construction and Bike Track Repairs and Improvements;
  - (e) Bids for clubhouse roof repair/replacement;
7. Director of Parks and Recreation's report and any related action, including:
- (a) Proposal for Accu-Tab and Acid-Rite conversion for splash pads and pools from Progressive Commercial Aquatics;
  - (b) Proposal for activity and facility booking registration from Civic Plus;
  - (c) Proposal for Parks and Recreation logo design from Fidelis Publishing Group;
  - (d) Renewal of advertising contract with Fidelis Publishing Group for My Jarrell Monthly magazine;
  - (e) Proposal for community lifestyle video from ATX Fly Media;
  - (f) 2024-2026 Strategic Plan, including mission and vision statements, budget, staffing, marketing plans, and cost recovery scale;
  - (g) Winter camps, including service agreement and pro rata share of contracted instructors;
  - (h) Parks and Recreation budget for fiscal year 2023-2024;
  - (i) Employee benefits, including health insurance and retirement benefits;
  - (j) Credit card purchasing for employees;
  - (k) Any purchase requests or proposals related to District parks and recreation;
8. District security and any related action, including security patrol report;
9. Mowing and landscape maintenance and any related action, including:
- (a) Monthly maintenance report from Landscape Designs & Lawn Care;
  - (b) Proposals for various landscaping services, including erosion control, hydro mulching, and mulch installation;
10. Operator's report and any related action, including:
- (a) Directives;

- (b) Leak detection and water loss report;
  - (c) Billing report and write-offs;
  - (d) Credit/debit card and electronic utility bill payment processing services, including:
    - (i) Merchant Processing Application and Agreement with Bluefin Payment Systems, LLC;
    - (ii) Service Agreement with T Tech, LLC;
  - (e) Operation, maintenance, and repair of District facilities, including any proposals;
  - (f) Inflow and infiltration into District wastewater system;
11. 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 approval of any pay estimates and/or change orders;
  - (d) Lone Star Regional Water Authority update;
12. Attorney's report and any related action, including:
- (a) Directives;
  - (b) Erosion control inspections and enforcement of erosion control rules;
  - (c) Modification of leased premises under lease agreement with Jarrell Community Library;
  - (d) National Purchasing Cooperative Interlocal Participation Agreement;
  - (e) Notices of Proposed Class Action Settlement and Court Approval Hearing;
  - (f) Cornhill Business Park, including:
    - (i) Out-of-District Services Agreement [Cornhill Business Park];
    - (ii) First Amendment to Interlocal Agreement for Pass-Through Wastewater Service and Fire Flow Water Capacity [Cornhill Business Park];

- (g) Proposal from Expergy to conduct water and wastewater rate study;
- (h) Interlocal Agreement Regarding Relocation of Water System Improvements CR 332 Roadway Construction Project;
- (i) Resolution Approving Intent to Reimbursement Certain Costs Related to Trail Construction Project;

13. 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.