

SONTERRA MUNICIPAL UTILITY DISTRICT

AGENDA

November 20, 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, November 20, 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;

CONSENT ITEMS

3. Minutes of October 16, 2023 Board meeting;

DISCUSSION/ACTION ITEMS

4. Bookkeeper's report and any related action, including funds transfers and payment of bills and invoices;
5. Manager's report and any related action, including:
 - (a) Directives;
 - (b) Any purchase requests and proposals related to District facilities, including:
 - (i) Replacement fixtures for bathrooms at basketball pavilion;
 - (ii) Invoice from Cox Office Furniture for District office furniture;
 - (iii) Proposal from Progressive Commercial Aquatics, Inc. regarding shade canopy poles at water playscapes;
 - (c) Standing authority of manager, including:
 - (i) Monthly spending authority;

- (ii) Authority to execute certain documents;
 - (d) New District logo design;
 - (e) Eastwood Amenity Center, including planning and design;
- 6. Jarrell Community Library and Resource Center and related items, including:
 - (a) Request to use Board meeting room;
 - (b) Request to place storage shed behind office;
- 7. Parks Masterplan update from Hitchcock Design Group;
- 8. Director of Parks and Recreation's report and any related action, including:
 - (a) Authorization to hire:
 - (i) Two part-time Parks and Recreation Assistants;
 - (ii) One part-time Administrative Assistant;
 - (b) Purchase requests and proposals, including:
 - (i) Staff apparel with Parks and Recreation logo;
 - (ii) \$5,000 purchasing authority for Breakfast with Santa event;
 - (iii) Tables and chairs for Sonterra Clubhouse;
 - (iv) Proposal from Open Road Network;
 - (c) Parks and Recreation Mission and Vision Statements;
 - (d) Authorization to conduct Parks and Recreation resident survey including gift card raffle;
- 9. District security and any related action, including security patrol report;
- 10. Mowing and landscape maintenance and any related action, including monthly maintenance report from Landscape Designs & Lawn Care;
- 11. Operator's report and any related action, including:
 - (a) Leak detection and water loss report;
 - (b) Billing report and write-offs;
 - (c) Operation, maintenance, and repair of District facilities, including any proposals;
 - (d) Inflow and infiltration into District wastewater system;
 - (e) Proposal for Lead and Copper Revised Rule Data Collection Services;
- 12. 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;
 - (e) Willis Creek Wastewater Interceptor;
13. Attorney's report and any related action, including:
- (a) Erosion control inspections and enforcement of erosion control rules;
 - (b) Subcommittees and standing authority thereof;
 - (c) Resolution Adopting Credit Card Use Policy;
 - (d) Amended and Restated Professional Management Services Agreement;
14. 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.