

SONTERRA MUNICIPAL UTILITY DISTRICT

AGENDA

JANUARY 23, 2024

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 **Tuesday, January 23, 2024 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;

ANNUAL REVIEW ITEMS

3. Resolution Confirming Annual Review of Certain Financial Management Policies; Adopting a Revised Code of Ethics and Financial Investment, Financial Management, Travel, and Professional Services Policy, Ratifying Adoption of Investment Strategies; Ratifying Designation of Investment Officers; and Confirming Review and Adopting of List Qualified Brokers;
4. Resolution Confirming Annual Review of Written Procedures for Post Bond Issuance Federal Tax Compliance;

CONSENT ITEMS

5. Minutes of October 9 and December 12 special Board meetings, and December 18, 2023 Board meeting;

DISCUSSION/ACTION ITEMS

6. Bookkeeper's report and related action, including:
 - (a) Funds transfers and payment of bills and invoices;
 - (b) Secretary's Certificate and Resolutions Regarding Park Account;
7. Manager's report and related action, including:

- (a) Directives;
 - (b) Purchase requests, proposals, and quotations;
 - (c) Eastwood Amenity Center:
 - (i) Phase 1 – scope of work, construction costs, and schedule;
 - (ii) Professional services necessary for final design, bidding, and construction administration;
 - (iii) Proposal from Oro Design Group for Professional Landscape Architectural Services related to Eastwood Amenity Center;
 - (d) Opinion of Probable Construction Costs for Phase 2 Trails from Oro Design Group and proposed layout;
8. Director of Parks and Recreation’s report and related action, including:
- (a) Directives;
 - (b) District credit card;
 - (c) Employee health insurance;
 - (d) Printer lease;
 - (e) Timeline of clubhouse renovation and rental requests;
 - (f) Authorization to hire full-time Aquatics Maintenance Tech, including job description and compensation;
 - (g) Authorization to establish account and payment process for youth basketball league referees;
 - (h) Purchase requests, proposals, and quotations, including:
 - (i) Proposal to tie flush lines from pools and splash pads to drain line;
 - (ii) Proposal from Fidelis Publishing for artwork design and printing of 2024-2026 strategic plan;
 - (i) Proposal from Premier Recreation for swim lessons;
9. Status of lease of office to Jarrell Community Library;
10. District security and related action, including security patrol report;
11. Mowing and landscape maintenance and related action, including:
- (a) Monthly maintenance report from Landscape Designs & Lawn Care;
 - (b) Proposal from Landscape Designs & Lawn Care for tree removal;
12. Operator’s report and 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 proposal from Crossroads for purchase of Simplifi units to replace facility POTS lines;
 - (d) Inflow and infiltration into District wastewater system;
 - (e) Identity theft prevention program, including report and Resolution Confirming Annual Review of Identity Theft Prevention Program;
13. Engineer's report and 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) Quote from Environmental Systems Research Institute, Inc. for software related to GIS and map books;
 - (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;
14. Attorney's report and related action, including:
- (a) Directives;
 - (b) Erosion control inspections and enforcement of erosion control rules;
 - (c) Director attendance at 2024 CASE Conference;
 - (d) Acceptance of easements in connection with retail service to Cool Water Phase 5, including:
 - (i) Temporary Water Facilities Easement (0.023 Acres);
 - (ii) Temporary Wastewater Facilities Easement (0.282 Acres);

ELECTION ITEMS

- 15. ***See Supplemental Agenda for Election Items;***
- 16. 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.

SONTERRA MUNICIPAL UTILITY DISTRICT

SUPPLEMENTAL AGENDA

JANUARY 23, 2024

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 meeting at **6:00 p.m. on Tuesday, January 23, 2024 at 113 Limestone Terrace, Jarrell, Texas.** The following matters may be considered and acted upon at the meeting:

1. Order Calling Director Election for May 4, 2024;
2. Resolution Approving Joint Election Agreement and Contract for Election Services (Williamson County);
3. Notice of Deadline to File Applications for Place on the Ballot;
4. Authorize the District's attorney to give notice of May 4, 2024 election;
5. Any other matters relating to the District's May 4, 2024 election.

**DISTRITO DE SERVICIOS PÚBLICOS MUNICIPALES DE SONTERRA
AVISO SUPLEMENTAL A LA AGENDA
23 DE ENERO DE 2024**

A: LA JUNTA DE DIRECTORES DEL DISTRITO DE SERVICIOS PÚBLICOS MUNICIPALES DE SONTERRA Y A TODA PERSONA INTERESADA:

Se pone en conocimiento del público que la Junta Directiva del Distrito de Servicios Públicos Municipales de Sonterra va a tener una reunión **el martes, el día 23 de enero de 2024, a las 6:00 p.m. en 113 Limestone Terrace, Jarrell, Texas.** Los siguientes propósitos *adicionales* se consideran y pueden ser llevados a cabo en la junta:

1. Orden convocando elección de Directores para el día 4 de Mayo de 2024;
2. La resolución aprobando el acuerdo conjunto de elección y el contrato para los servicios de elección (Condado de Williamson);
3. Aviso de fecha límite para presentar solicitudes para un lugar en la boleta;
4. Autorizar al Abogado del Distrito a dar aviso de la elección del 4 de mayo de 2024;
5. Cualquier otro asunto con respecto a la elección del 4 de mayo de 2024.

(SEAL)
(SELLO)



Attorney for the District
Abogada del Distrito