

SONTERRA MUNICIPAL UTILITY DISTRICT

AGENDA

FEBRUARY 12, 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 **Monday, February 12, 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;

CONSENT ITEMS

3. Minutes of January 23, 2024 Board meeting;

DISCUSSION/ACTION ITEMS

4. Bookkeeper's report and related action, including:
 - (a) Funds transfers and payment of bills and invoices;
 - (b) Resolution Adopting Amended and Restated Credit Card Use Policy;
5. Manager's report and related action, including:
 - (a) Directives;
 - (b) Purchase requests, proposals, and quotes, including:
 - (i) Microsoft Teams telephone line license and initial configuration by Open Road Network Services;
 - (ii) Proposals for concrete slabs at clubhouse and District office;
 - (iii) Proposal from Slater Painting Company for toilet partitions;
 - (c) Eastwood Amenity Center, including:

- (i) Statements of qualifications and proposals from Hitchcock Design Group and Oro Design Group for professional landscape architectural services for Phase 1;
 - (d) New District logo design;
- 6. Director of Parks and Recreation’s report and related action, including:
 - (a) 2024-2026 community engagement survey results;
 - (b) Revised 2024 calendar with allocated budget;
 - (c) Purchase requests, proposals, and quotes, including:
 - (i) Proposal from Fidelis Publishing for artwork design and printing of 2024-2026 strategic plan;
 - (ii) Proposal from Fidelis Publishing to include cover feature and story in March for summer camps;
 - (iii) Proposal from Moore Liberty Buildings for storage building;
 - (iv) Proposal from Mcliff to service seasonal vending at the pool facilities;
 - (v) Proposal from Enterprise for rental car for conference transportation;
 - (d) Parks and Recreation Facilities, including:
 - (i) Request to amend rate order and request Cool Water MUD to amend rate order to change name of “Parks and Recreation Fees”;
 - (ii) Request to update term “Clubhouse” to “Community Center” or “Activity Center” and “Amenity” to “Park” or “Facility”;
 - (iii) Opening and closing dates of aquatic facilities;
 - (iv) Hours of operation of facilities;
 - (v) Naming of facilities and addresses;
 - (vi) Authorization to update signage at facilities;
 - (vii) Request to amend lease agreement with Jarrell Community Library and Resource Center to include additional space in District office;
 - (e) Per diems for Director of Parks and Recreation, and Recreation Supervisor for upcoming TRAPS conference;
 - (f) Credit card usage – District employees;
 - (g) Background check process for seasonal staff;
 - (h) HOA restrictions regarding usage of facilities, programs, and events for delinquent residents;

- (i) Authority for Parks and Recreation subcommittee;
 - (j) Director of Parks and Recreation six-month review;
 - (k) Mid-Year budget review;
 - (l) Authorization for monthly purchase limit;
7. Hiring and employment and related action;
8. District security and related action, including security patrol report;
9. Mowing and landscape maintenance and related action, including monthly maintenance report from Landscape Designs & Lawn Care;
10. 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;
 - (d) Inflow and infiltration into District wastewater system;
 - (e) Proposals related to District water and wastewater facilities;
11. 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) Water Treatment Plant No. 1 High Service Pump Station, including:
 - (1) Acceptance of repaired equipment from pump and motor manufactures;
 - (2) Approval of any pay estimates and/or change orders;
 - (3) Acceptance of project for operation and maintenance;
 - (ii) Elevated Storage Tank at Water Treatment Plant No. 2, including approval of any pay estimates and/or change orders, and tank paint color;
 - (d) Lone Star Regional Water Authority;
 - (e) Willis Creek Wastewater Interceptor;
12. Attorney's report and related action, including:
- (a) Directives;

- (b) Erosion control inspections and enforcement of erosion control rules;
- (c) Engagement letter with employee benefits attorney;

ELECTION ITEMS

- 13. ***See Supplemental Agenda for Election Items;***
- 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.

SONTERRA MUNICIPAL UTILITY DISTRICT

SUPPLEMENTAL AGENDA

FEBRUARY 12, 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 Monday, February 12, 2024 at 113 Limestone Terrace, Jarrell, Texas.** The following matters may be considered and acted upon at the meeting:

1. Order Calling a Park and Recreational Facilities Bond Election for Sonterra Municipal Utility District and Making Provision for Conducting Such Election and Other Provisions Incidental and Related Thereto;
2. Resolution Establishing Locations for Posting Bond Election Order;
3. Authorize the District's attorney to give notice of May 4, 2024 Park and Recreational Facilities Bond Election;
4. 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 lunes, el día 12 de febrero 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 una elección de bonos de instalaciones de sistemas y una elección de bonos de instalaciones parques y recreaciones para el Distrito Municipal de Servicios Públicos de Sonterra y hacer provision para llevar a cabo dicha elección y otras provisiones incidentales y relacionadas al mismo;
2. La resolución que establezca el sitio para la publicación de orden de elección de bonos;
3. Autorizar al Abogado del Distrito a dar aviso de la elección del 4 de mayo de 2024;
4. Cualquier otro asunto con respecto a la elección del 4 de mayo de 2024.

(SEAL)
(SELLO)



Attorney for the District
Abogada del Distrito