

SONTERRA MUNICIPAL UTILITY DISTRICT

AGENDA

DECEMBER 16, 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, December 16, 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;

BOND ITEMS

3. \$3,820,000 Unlimited Tax Bonds, Series 2025 (Park Facilities), including:
 - (a) Texas Commission on Environmental Quality Order Approving an Engineering Project and the Issuance of \$3,820,000 in Unlimited Tax Bonds for Sonterra Municipal Utility District;
 - (b) Revised Timetable for issuance;
 - (c) Preliminary Official Statement;
 - (d) Resolution Approving Preliminary Official Statement; Authorizing Distribution of Preliminary Official Statement and Publication of a Notice of Sale of Bonds; and Approving Other Related Matters;
 - (e) Applications and fees for credit rating and bond insurance;
 - (f) Designation of Paying Agent/Registrar;
 - (g) Payment of Attorney General bond review fee;
 - (h) Engagement letter with McCall Gibson Swedlund Barfoot PLLC for report on reimbursable costs;

- (i) Statement on Auditing Standards No. 133 Official Statement Management Representation Letter;
- (j) Authorization of Urgent Matters Subcommittee to act on any and all bond-related matters that may be lawfully taken by a subcommittee;
- (k) Any other matters in connection with the bonds;

CONSENT ITEMS

- 4. Minutes of November 18, 2024 Board meeting;

DISCUSSION/ACTION ITEMS

- 5. Bookkeeper's report and related action, including:

- (a) Directives;
- (b) Funds transfers and payment of bills and invoices;
- (c) Renewal of Bookkeeping Services Agreement;

- 6. Manager's report and any related action, including:

- (a) District-related action, including:

- (i) Proposal from Halff Associates, Inc. for concrete fencing, trail improvements, and existing facility improvement projects, including Agreement for Professional Engineering Services on a Task Order Basis;
- (ii) Proposal from RVi Planning + Landscape Architecture for playscapes and pavilion projects, including Master Professional Services Agreement – Design and Work Order 01;
- (iii) Proposal from AtkinsRéalis for grant writing services, including Professional Services Agreement;
- (iv) Revised employee handbook, including District holidays and paid time off;
- (v) CEFCO Fleet Card, including Mastercard Application for fuel services;
- (vi) Eastwood Amenity Center, including final design fees from Oro Design Group, LLC under Contract Amendment No. 2 to Professional Services Agreement;

- (b) Maintenance and facilities-related action, including:

- (i) Project proposals from Alpha Paving for parking lot repairs at District office;
- (ii) Concrete fence update and report;

- (c) Parks and Recreation-related action, including:

- (i) Monthly report and update, including aquatics overview;
 - (ii) Pool facility hours of operation for District and Cool Water MUD pools;
 - (iii) Reservation procedure for Cool Water Amenity Center;
 - (iv) Hiring and employment and related action, including:
 - (1) Job descriptions/authorization to hire seasonal Swim Instructors and full time Aquatic Coordinator;
 - (2) Pay scale adjustments for seasonal positions;
 - (v) Proposals from Landmark Aquatic for baby pool filter, splash pads, and life floor;
7. District security and related action, including:
- (a) Security patrol report;
 - (b) Agreement for Off-Duty Security and Patrol Services with Deputy Mills and Deputy Wilson;
8. Mowing and landscape maintenance and related action, including:
- (a) Monthly mowing and landscape maintenance report from Landscape Designs & Lawn Care;
9. Jarrell Community Library and Resource Center, including 2025 office lease;
10. Operator's report and 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 related proposals;
 - (e) Inflow and infiltration into District wastewater system;
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) Elevated Storage Tank at WTP No. 2, including approval of any pay estimates and/or change orders;

- (d) Lone Star Regional Water Authority items;
12. Attorney's report and related action, including:
- (a) Directives;
 - (b) Erosion control inspections, including enforcement activities and penalties for violations under Rules Regarding Erosion Control and Protection of District Utility Systems;
 - (c) Responsibility for entry monument on Sonterra Boulevard;
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)



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.