

**Chisholm Trail Special Utility District
Of Williamson, Bell, and Burnet Counties, Texas**

**Minutes of Meeting of the Board of Directors
July 15, 2010**

The Board of Directors of Chisholm Trail Special Utility District of Williamson, Bell, and Burnet Counties, Texas convened in a regularly scheduled meeting at the administrative office of Chisholm Trail Special Utility District located at 851 FM 970, Florence, Williamson County, Texas beginning at 5:30 p.m. on the 15th day of July, 2010. Notices of the time, place, and subject of the meeting were posted at the places and for the time required by law.

Meeting was called to order at 5:30 p.m.

Mary Wilson led those present in the Pledge of Allegiance to the American flag.

Jennifer McKnight called role:

Mary Wilson	President
Marcus Canipe	Vice-President
Gordon Eurom	Secretary
Cash Mullen	Treasurer
Mike Giguere	Director
Bob Johnson	Director
Gary Goodman	Director

Four Board members were present, with Gordon Eurom, Mike Giguere and Bob Johnson absent, thus constituting a quorum. Also present were Jennifer McKnight, Tony Corbett, and those listed on the attached sign-in sheet.

Public Comment

None

Consent Agenda

- A. Approval of Minutes from June 5, 2010 and June 17, 2010 Board of Directors Meetings
- B. Approval of Check Register, Payment of Bills, and Invoices for June 2010
- C. Approval of Transmittal of Unclaimed Property to Texas Comptroller in Accordance with District Administrative Policy A-02 (Unclaimed Property)

Cash Mullen moved to approve the consent agenda. Marcus Canipe seconded the motion, which the Board approved unanimously.

General Manager's Report

Ms. McKnight presented the Manager's Report including the following information:

- A. Operational Status Report & Water Loss Report
- B. Monthly Financial Reports
- C. Monthly Customer Service Report
- D. Project Status Reports

Action Items

- A. Waiver of Customer Deposit for Account No. 37-5292-00 Located at 116 Apache Trail
Mary Wilson moved to grant a one-time waiver of the customer deposit required after service disconnection for non-payment for the customer at 116 Apache Trail based on the customer's previous good credit history with the District. Gary Goodman seconded the motion, which the Board approved unanimously.
- B. Proposal from Bury+Partners Engineering for District Pressure Reduction Study
This item was tabled until the August Board meeting. **No action taken.**
- C. Amendment to the Inter-local Agreement with Williamson County to Allow an 18-inch Water Line to be Constructed in a Public Utility Easement at the Intersection of US 183 and SH 29
The Board determined they did not want to modify the existing inter-local agreement with Williamson County and did not want to allow the District's water line to be placed in a Public Utility Easement in lieu of an exclusive easement. **No action taken.**
- D. Impact of right-of-way acquisition by Williamson County Along CR 245 on Existing District Facilities
The Board instructed Half Associates to request that the County move the District's water line at their expense as the District is not willing to give up its easement rights where the road will intersect the District's easement. **No action taken.**
- E. Inter-local Agreements with Williamson County Regarding Water Line Relocation for Ronald Reagan Phase 3 and Regarding Roadway Improvement Conflicts
This item was tabled. **No action taken.**
- F. Non-Standard Service Agreement for Westridge Subdivision
This item was tabled. **No action taken.**
- G. Water System Maintenance Affecting Customers on CR 244
Ms. McKnight presented a map that indicated the flow of water through the District's system that serves customers on CR 244. Ms. McKnight explained that the line that serves these customers is a single-feed main, is many miles long, and that there have been at least 14 breaks on the water line since January. She explained that each time there is a leak upstream from these customers, the line must be taken out of service for the repair. She stated that is

the reason the customers have experienced low pressure and/or loss of service numerous times this year. Ms. McKnight explained that two of the projects recently approved by the Board should reduce the number of breaks and thus reduce the inconvenience to these customers. The Board instructed Ms. McKnight to send a letter to the customers on CR 244 explaining that the Board had approved some projects to reduce their outages and that they will continue to monitor the situation in the future. **No action taken.**

H. Proposal from T. Morales for \$5,200 to Program SCADA to Allow Generation of Trending Charts

No action taken.

I. Resolution No. 10-1715-02 Adopting an Amended Records Management Policy

This item was tabled. **No action taken.**

J. Amended District Drought Contingency Plan

Cash Mullen moved to approve the amended drought contingency plan with an additional amendment to allow outdoor watering from 12:00 midnight until 8 a.m. Gary Goodman seconded the motion, which the Board approved unanimously.

K. Overtime Pay for Part-time Employee

Mary Wilson moved to approve paying overtime to the part-time employee for overtime worked since June 2008. Cash Mullen seconded the motion, which the Board approved unanimously.

L. Resolution No. 10-0715-01 to File Proceedings in Eminent Domain for Waterline Easement in Connection with SH 195 Segment 1 Project on Parcel No. 10E Owned by David and Karen Elms

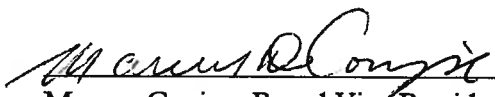
Cash Mullen moved to approve adoption of Resolution No. 10-0715-10 determining a public need and necessity for the acquisition of a waterline easement in connection with the SH 195 Segment 1 waterline project and authorizing the District's attorney to file proceedings in eminent domain to acquire said property interest on Parcel No. 10E (owned by David and Karen Elms). Marcus Canipe seconded the motion, which the Board approved unanimously.

M. District Computer System and Data Recovery

No action taken.

Adjournment

The meeting adjourned at 9:27 p.m. on a motion made by Cash Mullen, seconded by Marcus Canipe, and approved unanimously.



Marcus Canipe, Board Vice President