

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

**Minutes of Meeting of the Board of Directors  
May 20, 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 20<sup>th</sup> day of May, 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.

Gordon Eurom led those present in the Pledge of Allegiance to the American flag.

Jennifer McKnight called role:

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

Six Board members were present, with Mike Giguere absent, thus constituting a quorum. Also present were Jennifer McKnight, Tony Corbett, Craig Casper, Harry Randall and those listed on the attached sign-in sheet.

**Public Comment**

None

**Consent Agenda**

- A. Approval of Minutes from April 15, 2010 Board Meeting
- B. Approval of Check Register, Payment of Bills, and Invoices for April 2010
- C. Approval of Quarterly Investment Report for second quarter FYE 2010

**Mary Wilson moved to approve the consent agenda. Cash Mullen 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 Report

**Action Items**

- A. Election Matters

Ms. McKnight administered the oath of office to Marcus Canipe and Gary Goodman.

**Gordon Eurom moved to nominate Mary Wilson for President of the Board. Cash Mullen seconded the motion, which the Board approved unanimously.**

**Mary Wilson moved to nominate Cash Mullen for Treasurer of the Board. Gordon Eurom seconded the motion, which the Board approved unanimously.**

**Mary Wilson moved to nominate Gordon Eurom for Secretary of the Board. Bob Johnson seconded the motion, which the Board approved unanimously.**

**Mary Wilson moved to nominate Marcus Canipe for Vice President of the Board. Cash Mullen seconded the motion, which the Board approved unanimously.**

Mary Wilson stated that she would wait until next month to take the seat as President and requested that Gordon Eurom continue to lead the meeting. She also stated that she would like to defer committee assignments until the June meeting.

- B. Waiver of Collection Fee at Highway 183 South of Seward Junction, Acct. No. 73-4826-00

**Mary Wilson moved to deny waiving the collection fee for the customer at 183 South of Seward Junction, Account No. 73-4826-00 as the fee has already been forgiven three times in the past. Gordon Eurom seconded the motion, which the Board approved (All FOR except Cash Mullen AGAINST).**

- C. Waiver of Collection Fee at W. Bear Creek Road, Acct. No. 22-4296-00

**Gary Goodman moved to deny waiving the collection fee for the customer at 125 W. Bear Creek Rd., Account No. 22-4296-00. Gordon Eurom seconded the motion, which the Board approved unanimously.**

- D. Matters related to District 401K Plan

**Bob Johnson moved to change plans from the Hartford Plan to the plan offered by Nationwide. Gordon Eurom seconded the motion, which the Board approved unanimously.**

Mary Wilson moved to extend the engagement with Thornton Strategies for District 401K Plan Advisor and to review their performance next year. Cash Mullen seconded the motion, which the Board approved unanimously.

E. Resolution No. 10-0520-01 Amending Hartford Contract

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

F. Fiscal Year 2010 Budget Amendments

Gordon Eurom moved to approve amending the FYE 2010 Annual Budget. Mary Wilson seconded the motion, which the Board approved unanimously.

G. Interlocal 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.**

H. Director Appointment to Construction Manager at Risk Selection Committee

Mary Wilson moved to appoint Gordon Eurom and Cash Mullen to the Construction Manager at Risk Selection Committee for the North Lake Georgetown Water Treatment Plant Expansion Project. Bob Johnson seconded the motion, which the Board approved unanimously.

I. Collateralization Agreements

Gordon Eurom moved to approve the collateralization agreement with Prosperity Bank. Cash Mullen seconded the motion, which the Board approved unanimously.

J. Amendments to District Investment Policy

Gordon Eurom moved to approve amending the District Investment Policy to add UVest Financial Services as an approved broker for District investments and to amend the investment strategies as presented with the following modifications: modify Exhibit A-1, No. 1 to state "For funds needed for the District's debt service payments (Bond Fund), the investment shall mature no later than the date the next debt service payment is due," and modify Exhibit A-3 by adding "Investments must meet projected cash flow requirements." Mary Wilson seconded the motion, which the Board approved unanimously.

K. Lift Station Operations Agreement with Brazos River Authority

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

L. Personnel Policy Handbook

Gordon Eurom suggested the Board meet in a workshop to review the policy manual. The workshop date was set for Saturday, June 5, 2010 at 8:30 a.m. **No action taken.**

M. Safety Manual

Gary Goodman moved to accept the District Safety Manual as presented. Bob Johnson seconded the motion, which the Board approved unanimously.

N. Drought Stage

**Bob Johnson** moved to declare Stage 1 drought conditions and to review related data next month. **Mary Wilson** seconded the motion, which the Board approved unanimously.

O. District Standard for Automatic Flushing Valves

**Gordon Eurom** moved to approve the new standard for automatic flushing valves at dead-end waterlines constructed in new subdivisions. **Gary Goodman** seconded the motion, which the Board approved unanimously.

P. Resolution No. 10-0520-02 for Condemnation

**Gordon Eurom** moved to approve Resolution No. 10-0520-02 for Parcel No. 4E owned by Land Partnership No. 1 authorizing acquisition of easements by condemnation. **Bob Johnson** seconded the motion, which the Board approved unanimously.

C. Litigation Matter Styled Henry J. Gudenau v. Chisholm Trail Special Utility District

**Tony Corbett** informed the Board that Mr. Gudenau had accepted and executed an agreement and that the matter had been resolved. **No action taken.**

Adjournment

The meeting adjourned at 8:52 p.m. on a motion made by **Cash Mullen**, seconded by **Bob Johnson**, and approved unanimously.



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Gordon Eurom, Board Secretary