

# CHISHOLM-TRAIL SPECIAL UTILITY DISTRICT

P. O. Box 249 • Florence, Texas 76527 • (254) 793-3103  
www.ctsud.org

## NOTICE OF MEETING CHISHOLM TRAIL SPECIAL UTILITY DISTRICT

Notice is hereby given that the Board of Directors of Chisholm Trail Special Utility District of Williamson, Bell & Burnet Counties, Texas, will meet at the designated administrative office and meeting place for the District, 851 FM 970, Florence, Williamson County, Texas on Thursday, August 19, 2010, at 5:30 p.m. to consider and act on the following matters:

- I. Board convene
- II. Pledge of Allegiance
- III. Call roll of Directors
- IV. Public Comment (limited to 3 minutes)
- V. Consent Agenda

*CONSENT AGENDA: ALL ITEMS IN THIS SECTION ARE PART OF THE CONSENT AGENDA AND REQUIRE NO DELIBERATION BY THE BOARD OF DIRECTORS. ANY BOARD MEMBER MAY REMOVE AN ITEM FROM THIS AGENDA TO BE CONSIDERED SEPARATELY.*

  - A. Approve minutes from the July 15, 2010 Board of Directors Meetings.
  - B. Approve check register, payment of bills, and invoices for July 2010.
  - C. Approve FYE 2010 Quarterly Investment Report for the Third Quarter.
  - D. Approve Director attendance at Public Funds Investment Class in San Antonio, Texas on December 2-3, 2010 at a cost not to exceed \$975.
  - E. Approve Board of Directors Committee functions.
- VI. General Manager's Report regarding the following:
  - A. Operational Status Report & Water Loss Report
  - B. Monthly Financial Reports
  - C. Monthly Customer Service Report
  - D. Project Status Report for ongoing infrastructure projects:
    - a. US 183 Waterline Relocation
    - b. SH 195 Segments I, II, IV Waterline Relocation
    - c. RM 2338 Phase 1 and 2 Waterline Relocation
    - d. CR 214 Waterline Relocation
    - e. FM 970 Waterline Upgrade Projects
    - e. Ronald Reagan Phase I and II Water Main Project
    - f. Lake Georgetown North Water Treatment Plant Expansion Project
    - g. Lake Georgetown South Water Treatment Plant Site
- VII. Action Items
  - A. Discussion and possible action regarding request by customer at 241 Landons Way, Account No. 37-4870-01, to address the Board regarding the District's policy for disconnection of service due to non-payment.
  - B. Discussion and possible action to extend water reservation for 235 LUEs granted through easement acquisition until December 31, 2020 for Mrs. Robert E. Havins.
  - C. Discussion and possible action to approve increase to task orders submitted by the Wallace Group as follows:
    - a. Addition of \$10,000 to Task Order No. 23 (Requested Miscellaneous Services) for miscellaneous engineering services for a total task order of \$80,000.
    - b. Addition of \$13,900 to Task order No. 25 (North Lake Georgetown WTP) for participation in Board directed Project Committee Meetings for a total task order of \$236,900.
  - D. Discussion and possible action to approve Resolution No. 10-0819-03 designating District personnel and officers for investments with UVest.
  - E. Discussion and possible action to approve non-standard service agreement for Westridge Subdivision.
  - F. Discussion and possible action to approve Resolution No. 10-0819-01 authorizing General Manager, Bookkeeper, and President of the Board access to safe deposit box at Union State Bank.
  - G. Discussion and possible action regarding Inter-local Agreements (ILAs) with Williamson County regarding:
    - a. Waterline relocation and encasement as part of Williamson County's Ronald Reagan Phase III Road Project.
    - b. Conflicts between County roadway improvements and District easements.

- H. Discussion and possible action to approve Resolution No. 10-0819-02 adopting an amended Records Management Policy.
- I. Discussion and possible action regarding District purchase of Microsoft Office 2010 licenses for Directors at a cost not to exceed \$300 per license.
- J. Discussion and possible action regarding proposal from Bury and Partners Engineering for District Pressure Reduction Study.
- K. Discussion and possible action to approve First Amendment to the Wholesale Wastewater Agreement from LCRA to Chisholm Trail SUD for Service to Williamson County MUD District Nos. 12 and 19.
- L. Discussion and possible action regarding wastewater lift station operations agreement with the Brazos River Authority.
- M. Discussion and possible action regarding engagement of auditor for FYE 2010 Annual Financial Audit.
- N. Discussion and possible action to approve Itron Water ERT Module Special Warranty offer.
- O. Discussion and possible action regarding impact fee study.
- P. Discussion and possible action to approve job descriptions for:
  - a. Technical Services Manager
  - b. Office Manager/Bookkeeper.
- Q. Discussion and possible action regarding District and employee contribution share to group health insurance premiums.
- R. Discussion and possible action regarding proposed FYE 2011 budget.
- S. Discussion and possible action regarding Pastor Pump Station Drainage Study.
- T. Discussion and possible action regarding format for annual performance evaluation of General Manager and regarding salary adjustment for FYE 2011.
- U. Discussion and possible action items from Board Committee Reports
  - a. Personnel Committee: Recommendations regarding employee salary increases for FYE 2011, employee and District share for health insurance contributions, job descriptions for Technical Services Manager and Office Manager/Bookkeeper, and General Manager's Annual Performance Evaluation Format.
  - b. Finance Committee: Recommendations regarding auditor for FYE 2010 and regarding proposed FYE 2011 budget.
  - c. Infrastructure Committee: Status report on potential new subdivisions to be served by the District.

VIII. Executive Session

IX. Possible action regarding items discussed in Executive Session.

X. Adjourn

The Board of Directors may go into Executive Session, if necessary, pursuant to the applicable section of Subchapter D, Chapter 551, and Government Code, of the Texas Open Meetings Act, on any matter that may come before the Board. No final action, decision, or vote will be taken on any subject or matter in Executive Session. No final action, decision, or vote on any matter may be taken unless the matter is specifically listed on the agenda for this meeting.

The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 254-793-3103 for further information.

Dated: August 13, 2010

By:

  
Jennifer McKnight  
General Manager