

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, November 18, 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. Customer Requests
 - A. Discussion and possible action regarding request by customer at 225 Landon's Way, Account No. 37-1572-03, for a second leak adjustment in a one year period.
 - B. Discussion and possible action regarding request by customer at 293 Drystone Trail, Account No. 77-4433-01, to waive usage charges on high consumption billings.
 - C. Discussion and possible action regarding filing insurance claim related to alleged road damage caused by water line leak at 3240 W. SH 29, Account No. 73-5324-00.
 - D. Discussion and possible action regarding request by customer at 102 Carriage Oaks Drive, Account No. 22-1054-00, to waive collection fee for non-payment of bill during October 2010.
- VI. 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 October 21, 2010 Board of Directors Meeting.
 - B. Approve check register, payment of bills, and invoices for October 2010.
 - C. Approve bid for WaterCad purchase from sole source provider Bentley in the amount of \$9,995.00.
 - D. Approve sale of surplus items including meters, scrap metal, two trucks, and one backhoe.
- VII. 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. FM 970 Waterline Upgrade Projects
 - e. System Pressure Engineering Study
 - f. Ronald Reagan Phase I and III Water Main Projects
 - g. Lake Georgetown North Water Treatment Plant Expansion Project
 - h. Lake Georgetown South Water Treatment Plant Site
 - i. Status of Domel Plant Site storm damage repairs
- VIII. Action Items
 - A. Discussion and possible action to approve Inter-Local Agreement with Burnet County to participate in regional water study by providing in-kind services.
 - B. Discussion and possible action to approve Inter-Local Agreement with the Texas Department of Public Safety.

improvements on SH 195 to serve Texas Department of Public Safety (DPS) subject to execution of Inter-Local Agreement by DPS.

- D. Discussion and possible action to approve engineering agreement with Halff Associates for design of water line upgrade on CR 228.
- E. Discussion and possible action to approve Inter-Local Agreement with Williamson County regarding water line relocation and encasement as part of Williamson County's Ronald Reagan Phase III Road Project.
- F. Discussion and possible action to approve Wastewater Operations Agreement with the Brazos River Authority.
- G. Discussion and possible action to approve Non-Standard Service Agreement extension with the developer of Highland Meadows Subdivision (Rosenbusch Tract).
- H. Discussion and possible action regarding authorized signatures for public funds intra-bank and inter-bank transfers.
- I. Discussion and possible action to approve Administrative Policy A-05, Fraud Detection and Reporting.
- J. Discussion and possible action to approve District Personnel Policy Handbook.
- K. Discussion and possible action to appoint board committee to select Finance Manager.
- L. Discussion and possible action regarding amendments to the District Rules Governing Water and Wastewater Service including:
 - a. Section 9 to adopt new water tap fee and delete water connection fee.
 - b. Section 3.6 to revise theft of service fee and add fee for cutting off a lock from a meter.
- M. Discussion and possible action regarding District water model.
- N. Discussion and possible action regarding agreement to purchase land for South Lake Georgetown Water Treatment Plant and associated easements.
- O. Discussion and possible action items from Board Committee Reports
 - a. Personnel Committee: Update on Finance Manager search and Personnel Policy Handbook.
 - b. Finance Committee: Insurance claim for Domel Tank and Fraud Detection Policy.
 - c. Infrastructure Committee: No report.

IX. Executive Session

X. Possible action regarding items discussed in Executive Session.

XI. 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: November 12, 2010

By:


Jennifer McKnight
General Manager