

**Chisholm Trail Special Utility District
Of Williamson, Bell, and Burnet Counties, Texas
Minutes of Meeting of the Board of Directors
November 15, 2012**

The Board of Directors of Chisholm Trail Special Utility District of Williamson, Bell, and Burnet Counties, Texas convened in a meeting at the administrative office and meeting place for the District, 851 FM 970, Florence, Williamson County, Texas beginning at 3:30 p.m. on the 15th day of November, 2012. 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 3:30 p.m.

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

Gordon Pierce, Interim General Manager, called roll:

Mary Wilson	President
Marcus Canipe	Vice-President
Ed Pastor	Secretary
Cash Mullen	Treasurer
Gary Goodman	Director
Pat Gower	Director
David Ciabrone	Director

All Board members were present, thus constituting a quorum. Also present were Gordon Pierce, Glenn Dishong (City of Georgetown, Utility Director), Tony Corbett, Harry Randall, Danielle Ellis, Jody Nicholas (accounting temporary staff), Linda White, and those listed on the sign-in sheet.

Discussion and possible action to allocate funds for water plant improvements, including the addition of filter and two pumps. Gordon Pierce gave an overview of the pumps and filtration system at the Lake Water Treatment Plant. Tony Corbett gave an overview of the Interlocal Agreement regarding the budget expenditures. Ed Pastor moved to approve allocating \$406,318.00 for the District's portion of the water plant improvements, which included the addition of a filter and two pumps. David Ciabrone seconded the motion, which the Board approved unanimously.

Canvas November 6, 2012 election results. The Board canvassed the unofficial election results from Bell, Burnet, and Williamson counties of the November 6, 2012 General Election.

Adjournment

The meeting adjourned at 4:05 p.m. on a motion by David Ciabrone and seconded by Cash Mullen, which the Board approved unanimously.



Ed Pastor, Secretary

**Chisholm Trail Special Utility District
Of Williamson, Bell, and Burnet Counties, Texas
Minutes of Meeting of the Board of Directors
November 15, 2012**

The Board of Directors of Chisholm Trail Special Utility District of Williamson, Bell, and Burnet Counties, Texas convened at a 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 November, 2012. 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.

Gordon Pierce, Interim General Manager, called roll:

Mary Wilson	President
Marcus Canipe	Vice-President
Ed Pastor	Secretary
Cash Mullen	Treasurer
Gary Goodman	Director
Pat Gower	Director
David Ciabrone	Director

All Board members were present, thus constituting a quorum. Also present were Gordon Pierce, Tony Corbett, Harry Randall, Danielle Ellis, Jody Nicholas (accounting temp), Linda White, Mike Sweeney, Delton Robinson, Todd Jackson (Half Associates), Noah Shaffer (Half Associates), Keith Caldwell (Bury+Partners), and those listed on the sign-in sheet.

Public Comments

Several members of the audience expressed their views pertaining to the future status of the District, and customer service issues.

Election Matters

- A. Adopt Order canvassing the returns of the November 6, 2012 Election of Directors. Pat Gower moved to approve and adopt the Order Canvassing the returns of the November 6, 2012 Election of Directors and declaring those elected as Delton Robinson and Mike Sweeney. Gary Goodman seconded the motion, which the Board approved unanimously.
- B. Approve issuance of certificates of election to newly elected directors. The newly elected Directors were issued their certificates of election.

- C. Administer oath of office, approve statement of officers and director bonds, and take other such actions as necessary for elected directors to qualify for office. Linda White administered the Oath of Office to Delton Robinson and Mike Sweeney. The Statement of Officers and bonds were executed by Delton Robinson and Mike Sweeney.
- D. Presentation to outgoing Board Directors and comments.

Recess

The Board recessed the meeting at 5:55 p.m.

Reconvened

The Board reconvened the meeting at 6:05 p.m. with all directors present.

- E. Discussion and possible action regarding election of Board Officers including President, Vice President, Secretary, and Treasurer. Mike Sweeney moved to approve Pat Gower as President. Gary Goodman seconded the motion, which the Board approved unanimously. Mike Sweeney moved to approve Ed Pastor as Vice President. Pat Gower seconded the motion, which the Board approved unanimously. Delton Robinson moved to approve Mike Sweeney as Secretary. Gary Goodman seconded the motion which the Board approved unanimously. Mike Sweeney moved to approve Delton Robinson as Treasurer. Pat Gower seconded the motion, which the Board approved unanimously.

Customer Request

- A. Discussion and possible action regarding request by customer for reimbursement for extra expense incurred with plumbing issues. Ms. Davis, District customer, was requesting the the Board of Directors to approve reimbursement for the overtime charges charged by her plumber due to her plumbing issues. Ed Pastor moved to approve reimbursing the customer one-half of the total overtime charges charged by her plumber, as shown on the billing invoice (\$427.50), which amounts to \$213.75 to be reimbursed to the customer. David Ciambrone seconded the motion, which the Board approved unanimously.

Consent Agenda

- A. Approve minutes from the October 17, 2012, October 18, 2012 (4:30 p.m.), and October 18, 2012 (5:30 p.m.) Board of Directors Meetings.
- B. Approve check register, payment of bills, and invoices for October, 2012.

David Ciambrone moved to approve the Consent Agenda. Ed Pastor seconded the motion, which the Board approved unanimously.

Action Items

- A. Discussion and possible action to approve Bury+Partners change in scope and fees associated with the design and construction of a 12-inch diameter waterline along SH 138 and SH 195. David Ciambrone moved to approve Bury+Partners change in scope and fees associated with the design and construction of a 12-inch diameter waterline along SH 138 and SH 195. Ed Pastor seconded the motion, which the Board approved unanimously.
- B. Discussion and possible action to approve Halff Associates, Supplemental No. 3 to the Liberty Hill ISD Waterline Contract to revise the design and three (3) easements due to the project surveyor revising the CR 277 right-of-way. Expenditures associated with Supplemental No. 3 will be reimbursed by LHISD. Ed Pastor moved to approve Halff Associates, Supplemental No. 3 to the Liberty Hill ISD Waterline Contract to revise the design and acquire three (3) easements due to the project surveyor revising the CR 277 right-of-way. Gary Goodman seconded the motion, which the Board approved unanimously.
- C. Discussion and possible action to approve Halff Associates proposal for the Clearwater Ranch Phase 1 Off-site Waterline Easement Acquisition. David Ciambrone moved to approve Halff Associates proposal for the Clearwater Ranch Phase 1 Off-site Waterline Easement Acquisition. Marcus Canipe seconded the motion, which the Board approved unanimously.
- D. Discussion and possible action to approve Halff Associates to advertise and bid the Williams Drive (RM 2338 from CR 245 to Daniels Mountain) Waterline Project. Tabled.
- E. Discussion and possible action regarding land owner demands during easement acquisition process on CR 215. Tabled.
- F. Discussion and possible action to approve Change Order #2 for SH 195, Segment 4. Tabled.
- G. Discussion and action to approve Halff Associates to advertise and solicit bids from contractors for construction of the LHISD Waterline Project. Gary Goodman moved to approve Halff Associates to advertise and solicit bids from contractors for construction of the LHISD Waterline Project. Delton Robinson seconded the motion, which the Board approved unanimously.
- H. Discussion and possible action to schedule a Board Workshop orientation for the newly elected Board Directors. The Board Workshop orientation will be November 27, 2012, beginning at noon.

Interim General Manager's Report

Gordon Pierce presented the Interim General Manager's Report including the following information:

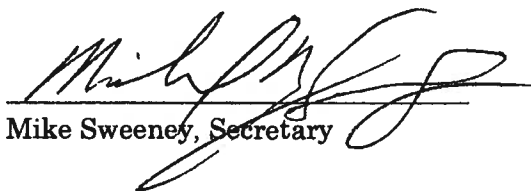
- A. Operational Status Report & Water Loss Report
- B. Monthly Financial Reports
- C. Project Status Report

Executive Session

There was no Executive Session.

Adjournment

The meeting adjourned at 7:05 p.m. on a motion by David Ciambone and seconded by Ed Pastor, which the Board approved unanimously.


Mike Sweeney, Secretary