

**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
BRUSHY CREEK MUNICIPAL UTILITY DISTRICT**

**January 10, 2008**

A regular meeting of the Board of Directors of Brushy Creek Municipal Utility District was held on the 10<sup>th</sup> day of January, 2008 at 7:00 p.m., in the District's office, 16318 Great Oaks Drive, Round Rock, Texas. Notices of the time, place and the subject of the meeting, and the actions to be taken at the meeting, were posted at the places and for the time required by the laws of the State of Texas.

Roll Call and Establishment of Quorum (Agenda Item 1)

President Paul Tisch called the meeting to order at 7:03 p.m. and established a quorum consisting of himself, Vice-President Cristine Yackle, Treasurer Rebecca Tullos, Assistant Treasurer Bob Grahl and Secretary Russ Shermer. Also present were General Manager Tom Clark, Deputy Secretary Margie Anthes and Legal Counsel Tony Corbett. Upon establishment of a quorum, the Board conducted the Pledge of Allegiance.

Citizens Communications (Agenda Item 2)

John McLemore addressed the Board regarding taxes within the defined area and requested whether a building permit had been issued to the builder who had begun clearing certain lots within the defined area.

Announcements and Recognition (Agenda Item 3)

None

Citizen Advisory Committee Matters (Agenda Item 4)

The Board then received Citizen Advisory Committee Reports. Janice Parker reported on behalf of the Parks Committee. No other committee reports were given.

Staff and Consultant Reports (Item 5)

The Board received reports from the General Manager, Recreation Manager, Controller, Public Works Director and Legal Counsel. Staff was direction was as follows:

1. Check on and repair an open meter box located at Neenah and Rustic.
2. Contact the Sheriffs Department to determine if additional equipment is needed for bicycle patrols.
3. Obtain a report from Games of Texas.
4. Place the District audit on the January 24<sup>th</sup> Agenda.

Legal counsel was directed to advise Walsh Ranch that the District is ready to take action on the trail agreement and to add this item to the next Board Agenda.

At 8:26 p.m., Director Tisch recessed the Board meeting. He reconvened the meeting at 8:34 p.m. with all Directors being present.

Consent Agenda (Agenda Item 6)

All Consent items were pulled for deliberation and discussion.

The Board discussed Item A (approve job description of personal trainer). Staff was directed to include the minimum number of available hours for the personal trainer to the contract.

A motion was made by Director Yackle and seconded by Director Tullos to approve Item A (approve job description of personal trainer), Item B (approve job description for instructor specialist) and Item C (approve amendment to list of budgeted FTE positions to include personal trainer and instructor specialist) changing the FTE allocation from .5 to 1. The motion carried 5-0. Staff was also directed to discuss the benefits of retaining a contractor versus an employee for these positions with Judy Osborn and to send the response to the Board.

Discussion and action concerning wage and compensation survey (Agenda Item 7a)

The Board received a report from Katherine Ray of Ray Associates. A motion was made by Director Tullos to adopt the 2008 pay ranges in the wage and compensation survey provided by Ray Associates. The motion was seconded by Director Grahl and the motion carried 5-0.

Discussion and action concerning October Financial Reports (Agenda Item 7b)

The Controller presented the October Financial Reports. No action was taken on this item.

Discussion and action concerning Network/IT Departmental Charter. (Agenda Item 8a)

This item was tabled until after review by Technology Committee.

Discussion and possible action concerning Project Worksheets (1) Class Data-base Improvement project (2) Technology – Project Plan (3) Technology – Scanning Program and (4) Technology – Update Website (Agenda Item 8b)

This item was tabled until after review by Technology Committee.

Discussion and possible action concerning Round Rock Roller Rink request for water supply for fire suppression. (Agenda Item 9a)

This item was tabled until the next Board meeting. Staff was directed to request that the owner of the Roller Rink attend the next Board meeting to answer questions from the Board.

Discussion and possible action concerning Sendero Springs Pavilion and Water and Wastewater Master Plan project worksheets (Item 9b)

This item was tabled until the Parks and Recreation Committee and Water and Wastewater Committee are able to review the plans.

Discussion and action concerning agreement with Carter Burgess for engineering services for a parking lot at the disc golf course (Item 9c)

The Board discussed the draft agreement with Carter Burgess for engineering services for a parking lot at the disc golf course. After discussion, a motion was made by Director Tisch to approve the agreement and to authorize payment in an amount not to exceed \$61,000 for authorized services rendered under the agreement. The motion was seconded by Director Tullos. The motion passed 5-0. Staff was directed to contact Mike Walsh of the Texas Cave Conservancy to ensure the project would be consistent with the District's Cave Management Plan.

Discussion and possible action concerning weighted values of Master Plan Survey (Item 10a)

A motion was made by Director Tullos to have the consultant prepare separate survey response reports for the District's citizens, Directors, Committees and Staff. The motion was seconded by Director Shermer. The motion passed 4-1 with Directors Tisch, Tullos, Shermer and Grahl voting for, and Director Yackle voting against. Staff was directed to request that Carter Burgess bring recommendations for amenities and items noted on the survey and to request that the survey company not release responses to Carter Burgess until Carter Burgess provides its amenities recommendations. Staff was directed to discuss the survey weight with the Master Plan Task Force Committee and have it submit preliminary feedback on survey responses received to date. Staff was also directed to get copies of the survey to staff, committee and Board members and to communicate that, as citizens of the District, their spouses could fill out the surveys.

Discussion and possible action concerning project worksheets (1) 4<sup>th</sup> of July Event (2) 30<sup>th</sup> Anniversary event (3) Lobby Renovation project and (4) Parks, Recreation and Open Space Master Plan (Item 10b)

This item was tabled until review by the appropriate committees.

Discussion and possible action concerning January 24, 2008 Board meeting (Agenda Item 11a)

The Board discussed the General Manager's recommendation that the January 24<sup>th</sup> Board meeting be cancelled since two Directors had informed staff they would not be able to attend the meeting. After discussion, it was determined that four Directors would be able to attend the meeting and no action was taken.

Discussion and possible action concerning Administration Departmental Charter (Agenda Item 11b)

A motion was made by Director Tullos to approve the Administration Departmental Charter in the form presented in the Board Packets. The motion was seconded by Director Tisch. The motion carried 5-0.

Discussion and possible action concerning project worksheets (1) District Branding and (2) Information (Signage) and Orientation for Board, Staff and Committee, (Item 11c)

After discussion regarding the project worksheets, the Board directed Staff as follows:

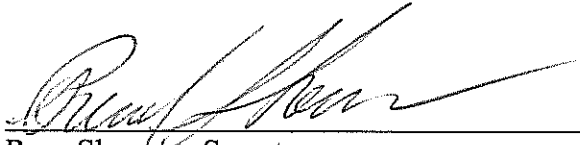
1. Add milestones and dates to the District Branding and Informational Signage Project Worksheet.
2. Include progress on contractor obligations in the District Branding project worksheet.
3. Separate Board orientation from staff and committee orientation in the Orientation Project Worksheet and to add the orientation outline to the next Board meeting.
4. Schedule a Board meeting on January 28, 2008 at 6:00 p.m. to discuss the General Manager's semi annual evaluation.

Committee Reports (Agenda Item 12)

The Board received a brief report from Director Tullos on behalf of the Brushy Creek Women's Association Joint Events with BCMUD Committee. No other reports were given.

Adjournment (Agenda Item 13)

At 1:08 a.m., a motion was made by Director Yackle to adjourn the meeting. The motion was seconded by Director Grahl, and passed unanimously.

A handwritten signature in cursive script, appearing to read "Russ Shermer", written over a horizontal line.

Russ Shermer, Secretary