

**MINUTES OF SPECIAL MEETINGS OF THE BOARD OF DIRECTORS OF  
BRUSHY CREEK MUNICIPAL UTILITY DISTRICT**

**March 1, 2008**

A Special meeting of the Board of Directors of Brushy Creek Municipal Utility District was held on the 1<sup>st</sup> day of March, 2008 at the Austin Marriott North, 2600 La Frontera Blvd., Round Rock, Texas. The purpose of the meeting was to conduct a Board Workshop. 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

President Paul Tisch called the meeting to order at 8:30 a.m. on Saturday, March 1, 2008 and established a quorum consisting of President Paul Tisch, Vice President Cris Yackle, Secretary Russ Shermer, Treasurer Rebecca Tullos, and Assistant Treasurer Bob Grahl. Also present were General Manager Tom Clark, Deputy Secretary Margie Anthes, Controller Mike Petter, Public Works Director Jess Kennis and Recreation Department Manager, Robyn Barde, Facilitator Dr. Merrill Jones and citizen John McLemore.

Agenda Item 1 - Welcome, Introductions and Opening Remarks

The Board of Directors first received opening remarks from the retreat facilitator.

Agenda Items 1-6

The Board then discussed the following Agenda items: (2) Discuss, review and possible action with respect to status on progress made towards meeting goals adopted by the Board at the February 2007 Workshop; (3) Discuss review and possible action with respect to strategic goals related to the mission, staffing, finance, facilities, parks, programs, traffic, respective service territory, pending legislation and any other topics identified; (4) Discuss review and possible action concerning forming a customer service department and other matters related thereto; (5) Discuss, review and possible action with respect to distribution procedures for Board meeting and supplemental handouts and (6) Wrap-up and Action Planning.

The Board recessed the meeting at 11:45 a.m. for lunch. At 1:00 p.m., the Board continued the meeting with further discussion on Agenda Items 1-6 in addition to discussion on the strengths of and opportunities for Board relationships with itself, staff and committees. No formal votes or decisions were taken by the Board of Directors.

At 4:53 p.m., General Manager Tom Clark, Deputy Secretary Margie Anthes, Controller Mike Petter, Public Works Director Jess Kennis and Recreation Department Manager, Robyn Barde, Merrill Jones and John McLemore left the meeting and the board went into Executive Session pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act.

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Agenda Item 7 – General Manager Evaluation and Creation of Performance Goals

The Board then discussed the plan and development for completion of General Manager's performance evaluation for 2007 and creation of performance goals for new evaluation period. No formal votes or decisions were taken by the Board of Directors.

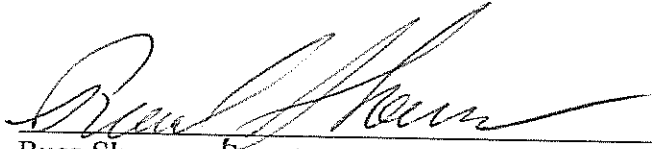
At 7:15 p.m., the board ended the Executive Session. No votes or formal action was taken.

Item 8 - Adjournment

The meeting adjourned at 7:18 p.m.

Retreat Notes

The notes prepared by the facilitator summarizing the discussions of the Board during the Workshop are attached to these minutes.

  
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Russ Shermer, Secretary

**Ground Rules**

- Cell phones off or on vibrate
- All fully participate
- No side-bar conversations
- Respect for each other
- Be honest
- Have fun

**Your Expectations**

- Be open with opinions, thoughts, and still be the “same neighbors” – MET
  - Review the strategic goals – MET  
Establish new strategic goals as needed – NOT MET \*
  - Simplify current process for agenda/packets for staff and board – MET
  - Reach agreement on how we see the conduit for committees to work – NOT MET\*
  - Reach agreement on appropriateness of completing a project plan – NOT MET\*
- \*Possible agenda items for the June Workshop*

**Parking Lot**

What	Who	By When
Understanding Each Other Activity for Board Members	Merrill	Board Meeting, 06/2008
Consent Agenda Policy	Tom	Board Meeting, 06/2008
Template for Communication/Marketing Plan	Merrill	03/08/ 2008
Strategic Plan – Goal Setting	Board	Board Meeting, 06/2008
Project Prioritization*	Board	Board Meeting, 06/2008

*\*Based on report from Tom to identify the following: what it will take to achieve all that has been identified; a list of things “eating our lunch;” % allocation to priorities A, B and C*

**PLUS/DELTA Board Relationships**

Strengths of Board Relationships	Opportunities for Board Relationships
Unique combination of skills	Board’s involvement in committees and projects
Each board member dedicated to services of the District	Direction from the Board gets misplaced
Demeanor has improved	Increase efficiency – large agendas – how to work them better
Board’s involvement in committees and projects	Have an understanding of what drives projects
	Not Board members on the same page for all things
	We never talk about the “elephant” in the room

March Board Workshop

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Identify of District	Feedback from Board; legislative agenda; make it a Board agenda item to discuss and plan	Complete communication and marketing plan/legislative agenda at June Workshop
Relationships with External Sources		Complete communication and marketing plan/legislative agenda at June Workshop
State of Art Technology	Prioritize the list of projects identified by the Technology Committee	Board – Review the list of proposed projects at the next Board meeting; set priorities